

**PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)**  
**Minutes of Monthly Meeting**  
**Thursday, January 16, 2014 (9:15 am)**  
**Community Hall, North Pender Island**

**Present:** Arn Berry, John Chapman, Michael Symons, Jim Pugh, Colin McLarty, Rob Fenton, David Howe, Zorah Staar (PIPRC Recorder), and Ben Symons (PIPRC Contractor, present initially)

**Regrets:** Jim Stafford

**Public:** Peter Morton (Magic Lake Property Owners Society)

**1. CALL TO ORDER**

Chair Arn Berry called the meeting to order at 9:16 am. It was noted that since the previous meeting, Karen Parker resigned from the PIPRC.

**2. APPROVAL OF AGENDA**

The agenda was amended to add an item to New / Other Business for a Proposal re: Grover Sergeant Trail.

**MOTION:** Moved by John Chapman, seconded by Michael Symons, to approve the proposed agenda, as amended. **CARRIED**

**3. APPROVAL OF MINUTES**

The December 19, 2013 minutes were amended on page 1, under "Approval of Minutes," to read as follows: "agreed that Symons would check further about mesh with larger holes...).

**MOTION:** Moved by Michael Symons, seconded by Jim Pugh, to approve the December 19, 2013 minutes, as amended. **CARRIED**

**4. DELEGATIONS**

Peter Morton was present as President of the Magic Lake Property Owners' Association. He said that he'd been asked numerous times about doing something regarding the canoes and boats lying around the Magic Lake grassy area. The MLPOS Board didn't want to set a general precedent, but they might be willing to consider putting up a canoe rack at this one site.

PIPRC reps agreed that the site looked messy. Contractor Ben Symons said that there were about 18 boats there, of which 6 seemed abandoned. We could put warning notes on them, and then store them behind the PIRRC Shed for a year (in case someone claimed them). It was agreed after discussion that the PIPRC would look into the derelict boat issue, and Peter Morton would ask the MLPOS about a potential canoe rack design, and whether they would donate resources to build it. Then the two organizations could look at the site together.

## 5. MAINTENANCE REPORT & DISCUSSIONS

PIPRC Maintenance Contractor Ben Symons had emailed his Maintenance Report, and he made further comments and/or there was discussion as follows:

- Symons had done a lot of trail maintenance and clean-up over past month, which was easier with new PIPRC trimmer;
- Oaks Bluff: bench footing had been replaced, and minor rerouting done;
- Yardarm/Shingle Bay Trail: two sections of boardwalk added (material prepped to add boardwalks at other PIPRC locations as well);
- George Hill: work in progress on new bench and signs (it would be helpful to have a warm place for varnish and paint to dry); Ben Symons also suggested creating parking by installing a culvert and fill (not necessarily supported by PIPRC; Rob Fenton and Michael Symons agreed to call MOTI about it);
- Irene Bay Ocean Access: re: graveling public parking space beside this ocean access, agreed that John Chapman would attempt to mail a letter to adjacent owner, and notice would be put at his door, after which work could proceed;
- Niagara Road Ocean Access: re: graveling 2 public parking spaces at trailhead of this ocean access, Michael Symons said Mainroad Contracting felt this was a safer parking location than current one on Otter Bay Road; Colin McLarty said that he would draft a letter to leave at door of two adjacent owners, and then he would email Symons so work could proceed;
- New Gowlland Point Ocean Trail: John Chapman had spoken with adjacent owner, who wouldn't be on-island until spring, therefore agreed that trail building and signage could proceed as of February 1; Colin McLarty noted that this new trail (which needed naming) gave a good view of Moresby Island;

**MOTION:** Moved by Arn Berry, seconded by Michael Symons, that the new Gowlland Point trail be named "Moresby View Trail". **CARRIED**

- Magic Lake Swim Hole Dock: discussion of Magic Lantern Festival's unauthorized moving of dock and significant damage to it (chains cut, ladder sawed off, kerosene and garbage left out, etc.); agreed that Arn Berry would contact them to discuss inappropriate actions, but not to seek compensation; also agreed that dock needed to be permanently secured (e.g. lag bolts in concrete, mushroom anchors?) – site visit scheduled for Monday, Jan 20; in addition, Michael Symons offered to research putting a second used dock at other end of lake (but this could be too shallow and cause contamination?);
- Schooner/Privateers Trail: Symons suggested that rotting stairs not be replaced, but rather trail re-routed – site visit scheduled for Monday, Jan 20;
- Starboard/Compass Trail: Symons said that adjacent owners were offering to re-plant part of PIPRC trail with native plants, to remedy clearcutting damage apparently cause by a different party – site visit scheduled for Monday, Jan 20;

- Non-slip mesh: John Chapman agreed to help by calling Wilkinson's (supplier);
- Picnic tables: Symons suggested new tables were needed/would be useful at Thieves Bay and also Shingle Bay (beside swing sets); Colin McLarty had found CRD materials with plans for tables in our parks right now; Symons suggested building a complimentary but simpler design (agreed to proceed).

Note: PIPRC Contractor Ben Symons then left the meeting at 10:25 am.

## 6. PRIORITY ITEMS

### 6.1 Commissioner Elections

David Howe temporarily took the Chair and conducted 2014 elections for the positions of PIPRC Chair, Vice-Chair and Treasurer. After three calls for nominations in each case, Arn Berry was declared PIPRC Chair by acclamation, John Chapman was declared Vice-Chair by acclamation, and Rob Fenton was declared Treasurer by acclamation.

Note: David Howe then made his CRD Director Report (see 9.3 below).

## 7. IN CAMERA ITEMS

**MOTION:** Moved by Michael Symons, seconded by John Chapman, that the meeting be closed to the public for the purpose of approving In Camera Minutes and discussing personnel and/or property matters, and further that Recorder Zorah Staar remain present. **CARRIED**

Note: Guest Peter Morton then left the meeting. See separate In Camera Minutes of the same date for the discussions that followed.

**MOTION:** Moved by Rob Fenton, seconded by Michael Symons, that the In Camera Meeting be adjourned, and the PIPRC meeting be re-opened to the public. **CARRIED**

Two property matters were discussed during the In Camera meeting. Also, David Howe needed to leave after initial In Camera discussions.

## 8. CORRESPONDENCE

None

## 9. REPORTS

### 9.1 Chair's Report (Arn Berry)

Arn Berry noted that an advertisement had been placed to fill the Commissioner vacancy created by the departure of Karen Parker. There were two potential candidates (Berry and Michael Symons to follow up).

Berry also noted that for 2014 PIPRC meetings, the Community Hall had somehow moved our standard booking to the upstairs Hall instead of the Lounge for 3 meetings (plus there was no availability during Fall Fair week). It was agreed that Berry would contact Andrea Mills of the Hall, about the need for PIPRC to have continuity in their meeting location where possible.

Finally, it was the PIPRC's turn to host the spring SGI Parks & Recreation Commonality Meeting. It was agreed to propose a date of Wednesday, April 30 to the other islands, and to invite their agenda suggestions. One possibility was inviting Sonia Santarossa of CRD Legal (see 9.3 below).

## 9.2 Treasurer/Financial Report

Treasurer Rob Fenton had emailed two very useful documents prepared by the PIPRC Bookkeeper. There was a summary of Parks operating expenses for 2013 (\$84,441, itemized by budget line/General Ledger #). After final material purchases for the year (including Fenton authorizing cedar for boardwalks), remaining operating funds were currently \$1,878.

The Bookkeeper had also sent an Overview & Recommendations, which suggested the need to increase the budget lines for Meeting Expenses, Operating Supplies, and Labour Consumption (CRD charges?). In addition, Klassen suggested breaking out separate General Ledger #'s for those currently paid from the Contract for Services line. It was agreed that Fenton would have further discussions with the Bookkeeper and come back with a revised proposal. It was further agreed to ask PIPRC Contractor Ben Symons to consider more bulk purchasing, for negotiation of better pricing.

## 9.3 CRD Director Report (which occurred prior to 7. In Camera Items, above)

David Howe said that he appreciated the effectiveness of the PIPRC, and he made comments about the following: Southern Gulf Islands EDC efforts to obtain more funding for "Experience the Gulf Islands" (including seeking a remedy to the problem of our CRD islands not being classified as "rural"); Sylvia Olsen's efforts to connect local Tsawout, Tseycum, Penelakut and Tsartlip Chiefs in support of ETGI (including their desire to be involved in planning from the start); the recent appointment of Howe himself as the CRD representative to the Treaty Negotiations of BC process; and a new process to be developed by Sonia Santarossa of the CRD, regarding Commissioner appointment procedures.

In response to Howe asking what he could do to assist the PIPRC at this time, Commissioners asked about the following: obtaining more Commissioner manuals (Sonia Santarossa said that the existing manual needed reworking); historical First Nations places on Pender (Howe suggested having Tsawout Planner Gwen Underwood come talk to us); and obtaining information from CRD Staff who we hadn't contacted before

(Howe suggested emailing him, and then he could pass on the request to CRD Chief Administrative Officer Bob Lapham, to find the right person).

#### 9.4 Recreation Report

Arn Berry said that PIRAHA (the Hall Association) had responded to the PIPRC's Recreation funding decision with an expression of gratitude for the CRD, and a willingness to keep in mind the required funding parameters. With this year's funding process now completed, Michael Symons said that he would follow up by obtaining the related files from Karen Parker.

#### 9.5 Communications Report

Jim Stafford had been doing a great job with the PIRPC's Pender Post articles, and we looked forward to his next submission.

#### 9.6 Volunteer Coordinator Report

Michael Symons had now processed the required CRD form for another new Trail Monitor volunteer.

### **10. NEW / OTHER BUSINESS**

#### 10.1 Magic Lantern Festival – see 5. Maintenance Report & Discussions above (Magic Lake Swim Hole Dock)

#### 10.2 Follow-up to October 18, 2013 Presentation by Trustee Ken Hancock

Regarding the North Pender LTC Shoreline Project proposal to add QR codes to PIPRC ocean access signs, it was agreed that we'd wait to hear more, and that people without smartphone internet access should not be left out. Regarding the Conservation Subdivision Review workshop, the North Pender Trustees had stated that this would not involve any change to 5% park dedications, but John Chapman would call Planner Andrea Pickard about the importance of PIPRC consultation regarding subdivisions with potential park dedications.

#### 10.3 Parks Bylaw Revisions (remove - not advisable at this time)

#### 10.4 Archaeological Considerations

Jim Stafford was not present for further discussion of archaeological considerations affecting Parks & Recreation [note: previously discussed as a future Commonality Meeting topic?].

#### 10.5 Canal-Bridge Park Tree Cutting Policy

Regarding cutting off Bridge Park trees that were leaning over the Canal, John Chapman had previously emailed confirmation that PIPRC policy was in line with CRD policy, which was only to cut such trees if dangerous. This

could apparently include our judgement about trees being a danger to boaters.

#### 10.6 Proposal re: Grover Sergeant/Cairn Trail

Commissioner Rob Fenton said that he was now speaking as lawyer for a private property owner, who was offering a trail right-of-way which could connect the Grover Sergeant Trail (off Clam Bay Road) with Armadale Road. This proposal would involve the PIPRC paying survey costs and building and maintaining the trail. Fenton then left the room during PIPRC discussions, at which time Commissioners agreed that a future site visit and further consideration would be necessary, before a decision could be made whether to commit resources for such a project.

### 11. NEXT MEETING(S)

The next PIPRC meeting was scheduled for Thursday, February 20, 2014 (9:15 am, Community Hall Lounge).

### 12. ADJOURNMENT

**MOTION:** Moved by John Chapman, seconded by Michael Symons, that the meeting be adjourned at 12:55 pm. **CARRIED**