

**PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)**  
**Minutes of Monthly Meeting**  
**Thursday, June 19, 2014 (9:15 am)**  
**Community Hall Lounge, North Pender Island**

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

**Regrets:** Michael Symons, Jim Stafford

**Public:** Peter Pare, Barry Mathias

**1. CALL TO ORDER**

Chair Arn Berry called the meeting to order at approximately 9:20 am.

**2. APPROVAL OF AGENDA**

It was agreed by consensus to amend the agenda to add a Delegation at item 4.

**MOTION:** Moved by Jim Pugh, seconded by Colin McLarty, to approve the proposed agenda, as amended. **CARRIED**

**3. APPROVAL OF MINUTES**

**MOTION:** Moved by John Chapman, seconded by Rob Fenton, to approve the May 15, 2014 Minutes. **CARRIED**

**4. DELEGATIONS**

Peter Pare and Barry Mathias were present for Moving Around Pender (MAP), to talk again about the proposed Einar's Hill Bypass multi-use trail for pedestrians and cyclists (see also May 15, 2014 Minutes). MAP was asking PIPRC to apply for licenses of occupation (LOO's) for the two Ministry of Transportation & Infrastructure (MOTI) right-of-ways needed at each end of the proposed route. There was a sort of competition for CRD funding for similar projects on the other Southern Gulf Islands (SGI), some of which involved bypassing dangerous road sections, proposed spine trails, and potentially the "Experience the Gulf Islands" project, plus related provincial and federal funding requests to be made. In any event, the PIPRC applying for the LOO's would be helpful. Another option might be for CRD Regional Parks to hold the LOO's.

Chair Arn Berry said that the MAP proposal was to be discussed later today (see 10.1 below). He also felt that it would be useful to know if other SGI parks commissions were being asked to hold LOO's for the multi-use trail proposals.

CRD SGI Director David Howe said that he would attempt to find this out, and he also provided more information about potential funding and other possibilities.

Peter Pare said that MAP planned to have a display about “Experience the Gulf Islands” and the Einar’s Hill Bypass proposal at the July 19 Community Hall market, so that interested people could ask questions or comment. A mail-out was also intended. Pare and Barry Mathias then left the meeting at 9:45 am.

## 5. MAINTENANCE REPORT & DISCUSSIONS

PIPRC Maintenance Contractor Ben Symons had emailed his Maintenance Report. He made comments and/or there was related discussion as follows:

- trimming / mowing of trails: mostly done for summer; push trimmer being tried;
- Enchanted Forest: boardwalks now improved, for a continuous stretch;
- Castle Road: boardwalk/footbridge and steps replaced;
- Stuart/Moresby Trail: material spread out to make parking spaces, and beginning of trail defined;
- Shingle Bay/Yardarm: rerouted trail appeared to be on CRD property, and it was improved and made more apparent;
- Capstan/Rope: as requested by neighbour, area mowed to expose ditch (Arn Berry noted additional mowing request, which was not appropriate);
- Lively Peak Park: Tree Faller took fallen tree off fence as required;
- Shingle Bay: possibly a problem with drainage around new outhouse (we would see in the fall rainy season);
- Bridges Road Ocean Access: neighbouring landowner concerned that kayakers had parked all along road during 3 days of kayaking; suggested we add “no overnight parking” to our proposed public parking signs (during later discussion, consensus was that PIPRC did not have jurisdiction to prohibit overnight parking on public roads, so we should not say this on our signs);
- Magic Lake abandoned boats: Michael Symons had drafted a notice re: abandoned boats (support for using this just at Magic Lake – discuss in July);
- Commemorative bench: Jude Farmer had confirmed that bench was ready (agreed that Ben Symons would follow up with installation at Thieves Bay, and Arn Berry would follow up re: receiving payment from donors);
- PIPRC Shed: agreed that Symons could take out cedar tree at the back;
- PIPRC Trail Map revisions: John Chapman said that he would send Symons a better electronic copy of the Trail Map (for feedback);

Ben Symons then left the meeting at 10:05 am. It was noted that there was ongoing very positive feedback from community members, about his work.

## 6. PRIORITY ITEMS – None

## 7. IN CAMERA ITEMS

**MOTION:** Moved by Rob Fenton, seconded by Colin McLarty, that pursuant to Section 90(1) (a), (d) and (j) of the Community Charter, the Pender Islands Parks & Recreation Commission resolves to close the meeting to the public for the purpose of adopting May 15, 2014 In Camera Meeting Minutes, and to consider personnel and/or property matters, and further that the Recording Secretary may remain present. **CARRIED**

Note: See separate In Camera Minutes of the same date.

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

**RISE AND REPORT:** During the In Camera meeting, In Camera minutes were approved and one property matter was discussed

## 8. CORRESPONDENCE – None

## 9. REPORTS

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

Arn Berry commented as follows: that the May 22 Parks & Recreation Commonality Meeting hosted by Pender had gone very well; that Sonia Santarossa of the CRD said she would get back to us on contract approval issues, and Berry would ask for digital copies of the documents she handed out; that there was a great need for an updated Commissioner handbook; that the talks by Jim Stafford, plus Gwen Underwood and Belinda Claxton of the Tsawout Nation re: First Nations archaeology and culture had been very informative; that the books received from Claxton were "The Saanich Year (13 Moon Calendar)" and "Saltwater People", which could go to the library (suggested to mention this in upcoming Pender Post article).

David Howe noted another important book about "Reef Net Technology of the Saltwater People". The Tsawouts had proposed a reef net fishing pilot project for the traditional reserve site beside Poet's Cove, and Howe asked about potential PIPRC support. It was noted that the unopened Ministry of Transportation & Infrastructure right-of-way beside the reserve had a steep ending at the ocean and was not very passable. All the same, Chair Arn Berry suggested that it would be good to explore cooperative possibilities.

### 9.2 Treasurer/Financial Report

Treasurer Rob Fenton had circulated the monthly financial summary from the PIPRC Bookkeeper. Spending was fine and on-schedule, except for

the Meeting Expense line item which has only 32.89% remaining because of the \$2,000 Commonality Meeting expense, which amount is only incurred once every two years. In terms of spending for the near future, Fenton suggested a future meeting discussion, to prioritize the key projects to pursue with available funds.

Re: budgeting, the CRD had a July 4 deadline for the PIPRC's submission of 2015 Parks and Recreation Budgets. CRD had sent draft documents including a 1.7% increase in the Parks Budget, and a 1.9% decrease in the Recreation Budget. It was noted during discussions that the 2013-14 Pender Recreation funding requests had been \$59,803, but there had been only \$49,200 to allocate. In addition, the PIPRC's Parks budget had been impacted significantly by capital funding withdrawn for Gardom Dam (i.e. \$40,000 in both 2013 and 2014). It was also noted that neither the draft Parks Budget nor the Recreation Budget forwarded by the CRD were based on the full mill rates of taxation allowed under the current spending bylaws.

**MOTION:** Moved by John Chapman, seconded by Rob Fenton, that the Pender Islands Parks & Recreation Commission (PIPRC) request to CRD Finance that for the 2014 budget year and on an ongoing basis, both the PIPRC Parks and Recreation budgets be based on the current maximum levy / maximum mill rate for Parks and for Recreation. **CARRIED**

### 9.3 CRD Director Report

David Howe reported that next week he was going to Galiano Island, to be part of the opening of a public Peace Park which private landowners were welcoming on their land. David Howe then needed to leave the meeting.

### 9.4 Recreation Report

The Recreation funding file from former Commissioner Karen Parker was passed to Jim Pugh, who said that he would be willing to be part of the committee handling this September's funding requests. Another PIPRC notice had recently been posted, seeking to fill the current Commissioner vacancy with a volunteer who had a particular interest in Recreation issues.

### 9.5 Communications Report

Regarding updating the PIPRC's detailed Parks & Trails Guidebook, Rob Fenton reported preliminary printing estimates based on a colour cover and black and white photos inside, but there was a consensus to get further quotes based on some colour photos inside, and printing 1,000 initially. John Chapman reported on the various potential island vendors. The Guide needed an updated fold-out trail map, which John Chapman would try to correct for PIPRC review (with the help of Ben and Rowie Symons). Rob Fenton would also report back about the proposed contract fee for Rowie.

### 9.6 Volunteer Coordinator Report – None

## 9.7 PIPRC Shed Report

Ben Symons had put up the street address sign for the PIPRC's new shed on Ketch Road (needed before BC Hydro would connect power).

## 10. NEW / OTHER BUSINESS

### 10.1 Proposed Einar's Hill Bypass

See item 4. above. As a member of Moving Around Pender, John Chapman declared a potential conflict of interest and left the room at 11:55 am. Other Commissioners noted the worthwhile nature of the proposed Einar's Hill Bypass multi-use trail, but the need for more information, and for it to be clear to all parties and the Pender community that this was a Moving Around Pender project, on which PIPRC might be able to provide technical assistance by applying for licenses of occupation. It also needed to be clear that the PIPRC did not have any available funds for either the construction or the maintenance of a new multi-use cycling and walking trail, so Moving Around Pender and/or the CRD would need to create such funds.

**MOTION:** Moved by Rob Fenton, seconded by Colin McLarty, that the Pender Islands Parks & Recreation Commission submit applications to the Ministry of Transportation & Infrastructure (MOTI) for two trail licenses of occupation on the two MOTI right of ways at either end of the proposed Einar's Hill Bypass trail, as requested by Moving Around Pender. **[no quorum]**.

After the motion was made, it was noted that with David Howe having left the meeting to catch a ferry, and John Chapman having left the room, there was not a quorum. Therefore, discussion was postponed to the next meeting. John Chapman re-entered the room at 12:08, re-establishing a quorum.

### 10.2 PIPRC Web Page

John Chapman noted that when the CRD ultimately restored the former PIPRC web page and associated pages starting at the main page of [www.crd.bc.ca/penderparks](http://www.crd.bc.ca/penderparks), they brought back a lot of extraneous and outdated material that had previously been edited out by PIPRC Commissioners. Zorah Staar did not currently have time to follow-up further, and Rowie Symons had done such a good job on the Friends of PIPRC Facebook page, so it was agreed that John Chapman would ask Rowie if she wanted to do some paid work on the PIPRC web pages.

### 10.3 PIPRC Proposed Metal Parking Signs & Logo Signs

Colin McLarty reported on pricing for the parking signs designed by Ben Symons.

**MOTION:** Moved by Arn Berry, seconded by Rob Fenton, that the PIPRC approve the purchase of 12 (twelve) rectangular metal PIPRC

parking signs from Sharron Cuthbertson (Sign Artistry) for a price of up to \$250 plus tax. **CARRIED**

McLarty also reported that between the time of the quote and our approval for the PIPRC logo signs, the aluminum cost had gone up \$30 (from \$990 to \$1,020).

**MOTION:** Moved by Colin McLarty, seconded by John Chapman, that the PIPRC approve the purchase of 100 circular metal logo signs from Sharron Cuthbertson (Sign Artistry) for the revised price of \$1,020 plus tax. **CARRIED**

#### 10.4 Commemorative Benches

See end of Maintenance Report above (item 5.).

#### 10.5 Trail Making Talk

John Chapman reported that on July 25 (10 am to noon), Moving Around Pender had arranged for Jeff Ward of the CRD to give a talk at the Pender Community Hall about "The ABC's of Trail Making".

#### 10.6 PIPRC Trail Map Distribution

John Chapman asked PIPRC Commissioners to be aware of how fast our Trail Map slot at the Driftwood was emptied out. He said that would hand out more maps for Commissioners to have available if they noticed this.

### 11. NEXT MEETING(S)

There were some potential quorum issues with having the next PIPRC meeting on the third Thursday of July (i.e. July 17).

Therefore, it was tentatively proposed to reschedule the meeting to the Tuesday, i.e. TUESDAY, July 15, 2014 (9:15 am, LOCATION TO BE CONFIRMED).

### 12. ADJOURNMENT

The meeting was adjourned at 12:20 pm.