

**PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)**  
**Minutes of Monthly Meeting**  
**Thursday, September 18, 2014 (9:15 am)**  
**Community Hall Lounge, North Pender Island**

**Present:** Arn Berry, John Chapman, Rob Fenton, Jim Pugh, Colin McLarty, Michael Symons, David Howe (at 10:25 am), Ben Symons (PIPRC Contractor), and Zorah Staar (PIPRC Recorder)

**Regrets:** Jim Stafford

**Public:** None

**1. CALL TO ORDER**

Chair Arn Berry called the meeting to order at approximately 9:19 am.

**2. APPROVAL OF AGENDA**

The agenda was amended to add item 10.6 re: Enchanted Forest Proposal.

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

**3. APPROVAL OF MINUTES**

The August 21, 2014 minutes were amended as follows: page 2., Magic Lake Park Area, 7<sup>th</sup> line – change email to [penderparks@crd.bc.ca](mailto:penderparks@crd.bc.ca); also remove Islands Trust Nature Reserve Signs item; and page 3, item 9.2, 1<sup>st</sup> paragraph, 5<sup>th</sup> line – replace “had been approved” with “had received preliminary approval and would still need to be approved by the full CRD Board”.

**MOTION:** Moved by Rob Fenton, seconded by Colin McLarty, to approve the August 21, 2014 minutes as amended. **CARRIED**

**4. DELEGATIONS**

None

**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:

- trails: ongoing general maintenance being done (with time available);
- Welcome Bay: new bench installed near lowest steps;
- Stuart/Moresby Ocean Viewpoint Trail: second “caution” sign installed at trailhead (re: steep bluff), along with wooden “public parking” sign;

- Signage: round PIPRC logo now installed at most PIPRC sites; some PIPRC signposts rotted out and being replaced; and new arrow signs installed as needed, along with Disc Park/Fire Hall #2 directional trailhead sign;
- Castle Road: Symons and John Chapman identified a very nice bench site, right beside trail (general support to install a bench there, with pavers);
- PIPRC 4-part signs (pack in/pack out etc.): PICA wanted some of these signs if possible (confirmed that PIPRC has none left, but PICA could order some from same source – Colin McLarty will follow-up with Graham Boffey);
- Magic Lake Park Area: once boats temporarily moved out of muddy boat area, Symons asked about laying down gravel, for about \$500 (not supported – PIPRC had to prioritize available funds);
- Bike racks: Symons' research found that locally-fabricated bike racks could not be galvanized (problematic); some good inexpensive commercial alternatives had been identified; supported to order one, to try at Oaks Bluff;

**MOTION:** Moved by Rob Fenton, seconded by John Chapman, that the PIPRC Maintenance Contractor (Ben Symons) purchase on behalf of the PIPRC one bike rack, at a cost of up to \$350 plus tax and shipping. **CARRIED**

PIPRC Maintenance Contractor Ben Symons left the meeting at 9:45 am.

## 6. PRIORITY ITEMS – None

## 7. IN CAMERA ITEMS

There were no In Camera items to discuss, and previous In Camera minutes from June and August could be approved at a future meeting.

## 8. CORRESPONDENCE

The Islands Trust Planner had sent an email about the Clam Bay Farm rezoning process, which had confirmed a significant veteran tree on the PIPRC's Found Road ocean access trail.

## 9. REPORTS

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

Berry confirmed that the Southern Gulf Islands Parks & Recreation Commonality Meeting was Wednesday, October 22, on Saturna Island. Commissioners were asked to send RSVP's and any agenda suggestions to Berry as soon as possible.

## 9.2 Treasurer/Financial Report

Treasurer Rob Fenton had circulated the monthly summary from the Bookkeeper (to August 30), and he commented as follows: that overall the PIPRC was in good shape, with 33% of the year to go, and 46% of the Parks budget remaining; that surplus funds at year-end could be used to print the updated PIPRC Guidebook; that another \$15,000 had been transferred from Capital reserves, as needed for the PIPRC shed completion (Fenton to check if electrician paid yet); that we were waiting to hear if the CRD Board [meeting 2<sup>nd</sup> Wednesday in October] had approved the PIPRC request for a mill rate increase; that this would create surplus PIPRC funds for one or more capital projects (e.g. a picnic shelter, as on other islands); and that Fenton suggested a process to seek Commissioner and public feedback about how such additional funds should be spent (to be discussed at next PIPRC meeting, with a capital update from Fenton).

## 9.3 Recreation Report

Jim Pugh reported that 3 Recreation funding applications had been received to date (deadline September 30). It was agreed for Zorah Staar to prepare a list of last year's recipients for the PIPRC website, send a reminder email to those recipients, and put an invitation to apply or re-apply for funding on the Pender Online Market Facebook group. Michael Symons was going to condense the documentation re: Recreation funding guidelines into one document, which could become a shareable PIPRC policy. After the September 30 deadline, the PIPRC's Recreation Committee (volunteers?) would consider all applications and make recommendations to the PIPRC.

## 9.4 Communications Report

John Chapman reported that the revised PIPRC Parks & Trails Guidebook was almost ready to go, and there would be an invoice coming from Rowie Symons, who had done much of the work. There was no response from the Hemlock printers, so Friesen would be the printer used (as per the July motion). There was PIPRC support for the Guidebook to include a more expensive but easier to read trail map, which also needed to be updated.

**MOTION:** Moved by Michael Symons, seconded by Rob Fenton, that John Chapman and/or Rob Fenton enter into a contract on behalf of the PIPRC to a maximum of \$500, for Derek Holzapfel to revise the PIPRC trail map, **CARRIED**

## 9.5 CRD Director Report

David Howe arrived at 10:25 am, and reported on how he was now seeking CRD Board approval for a Community Works (Gas Tax) grant, to fix the lower pipe of the Gardom Pond Dam, as required ASAP by the provincial Dam Safety branch. This would be on a "without prejudice" basis, so that negotiations between the affected stakeholders could continue in future.

## 9.6 Volunteer Coordinator Report – None

## 9.7 PIPRC Shed Report

Michael Symons withdrew from the meeting at 11:11 am, because of his relation to PIPRC Maintenance Contractor Ben Symons. The issue was how the required demolition of a side structure and an interior loft structure of the PIPRC Shed should be handled. Ben Symons had offered to do this work. The PIPRC agreed by consensus that if he was still interested, then Ben could do the demolition work, in addition to his regular contract hours, and at the same hourly rate. Rob Fenton would follow up. Michael Symons rejoined the meeting at 11:14 am.

## 10. NEW / OTHER BUSINESS

### 10.1 Participation on Task Team re: Farmers Markets & Liquor Sales in Regional/Community Parks

Arn Berry reported on this item, which it was agreed does not affect the PIPRC at this time, but the Commission would like to be kept informed of the task team's conclusions.

### 10.2 Disbursement of Gardom Pond Conservation Society's Funds to Water License Holders

The PIPRC agreed by consensus to inform the Gardom Pond Conservation Society that the PIPRC would be willing to receive its share of funds being disbursed to all water license holders of Gardom Pond.

### 10.3 Thieves Bay Park Use Request

There was no Commissioner objection to the request to use Thieves Bay Park for a July 18, 2015 "Orcas of the Salish Sea" event, as long as the park use was not exclusive, and the PIPRC area to be used was confirmed.

### 10.4 Proposed Einar's Hill Bypass

David Howe confirmed the response of Simon Joslin of the CRD (neither agreement nor disagreement) to the PIPRC willingness to apply for Ministry of Transportation & Infrastructure permits for the proposed Einar's Hill Bypass, as requested by Moving Around Pender. Joslin cautioned against submitting the applications prematurely and suggested allowing the Regional Park evaluation and strategy under Experience the Gulf Islands to catch up, before engaging in such activities as surveying and staking possible trail locations. John Chapman (PIPRC Commissioner and MAP volunteer) said that MAP was currently focusing on making the public support for this project more visible, and that he would keep the PIPRC informed.

### 10.5 PIPRC Webpage

John Chapman had met with Cailey Hopkins of the CRD, to make progress on improvements to the PIPRC webpage at [www.crd.bc.ca/penderparks](http://www.crd.bc.ca/penderparks). Commissioners were invited to check the website before meetings and provide feedback. They also agreed that last year's list of Recreation funding recipients should be posted, the reference to the PIPRC's portable toilet available for rental should be removed, and a link should be added to the "Friends of PIPRC" Facebook page (if the CRD agreed).

#### 10.6 Enchanted Forest Proposal

Rob Fenton handed out a proposal from his partner Mamie Hutt-Temoana, to add some creative features to the Enchanted Forest so as to make it more enchanting, especially for kids. It was agreed to discuss this at the next meeting. It was noted that the Islands Trust Fund had a covenant on the Enchanted Forest, so they would have to agree to any changes.

### 11. NEXT MEETING(S)

The next meeting was scheduled for Thursday, October 16 (9:15 am, Community Hall Lounge).

### 12. ADJOURNMENT

**MOTION:** Moved by Michael Symons, seconded by Rob Fenton, that the meeting be adjourned at 12:00 noon. **CARRIED**