

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

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

Regrets: David Howe

Public: None

1. CALL TO ORDER

Chair Arn Berry called the meeting to order at approximately 9:17 am.

2. APPROVAL OF AGENDA

MOTION: Moved by Michael Symons, seconded by Colin McLarty, to approve the proposed agenda. **CARRIED**

3. APPROVAL OF MINUTES

The September 18 PIPRC minutes were amended to show the correct meeting location in the heading ("Community Hall Lounge").

MOTION: Moved by Michael Symons, seconded by Colin McLarty, to approve the September 18, 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:

- past month busy with a variety of tasks, plus ahead would be a lot of Fall raking of leaves (from trails and parking lots);
- Irene Bay: parking area repaired, and 2 concrete stops (bars) now added;
- Castle Road: new bench installed, and rock steps and drainage work done;
- Magic Lake Picnic Area/Boat Area: Symons met community members (model flyers) who'd suggested some lower branch trimming, which was done and is

an improvement to the park; 19 boats removed from boat area, agreed notice posted, and boat area cleaned up (so owners can move boats back);

- Oaks Bluff: steep section of trail improved, adding 10 rock steps;
- Fire Hall/Disk Park: trail re-routing in progress, to get it out of stream;
- Signage: rotted sign posts replaced as needed, and logo signs being installed;
- Parking areas: Symons made a form for concrete parking stops; more to be installed at Stuart Moresby Trail and Oaks Bluff;
- Thieves Bay Trailers: two boat trailers (one with a vehicle) had been obstructing Thieves Bay parking lot for some time, despite PIPRC sign saying no parking over 72 hours, or towing at owner's expense (PIPRC agreed after discussion for Michael Symons to contact Stephen Henderson of CRD about PIPRC authorizing towing by local contractor, who had insurance for this);
- Tracy Road: Arn Berry said that Shaw Cable had asked permission to place "no anchoring" sign on PIPRC staircase, to protect underwater cable (PIPRC agreed by consensus that this was fine, if stairs not obstructed);
- No Smoking Signs: Arn Berry received email re: required implementation of Clean Air Bylaw, with "no smoking" signs in public areas, including parks; CRD had asked how many signs we required (PIPRC supported minimal signage, and agreed that Michael Symons would look at Bylaw and report back);
- Bike racks: Symons' latest research suggested buying a sturdier, 5-bike rack (zinc plated, plastic green coating); one could be bought to try at Oaks Bluff; cost estimate \$650 (about \$490 plus tax and shipping, from Vancouver);

MOTION: Moved by Rob Fenton, seconded by Colin McLarty, that the PIPRC authorize PIPRC Maintenance Contractor Ben Symons to purchase for the PIPRC one bike rack, at a cost of up to \$500 plus tax and shipping. **CARRIED**

Then after further discussion, it was agreed by consensus that Colin McLarty would (if possible) pick up the bike rack when he went into Vancouver on the weekend to come, in which case he should be reimbursed for part of his travel (e.g. one-half was suggested). This would save on the greater shipping cost.

Ben Symons left the meeting at 9:50 am.

6. PRIORITY ITEMS – None

7. IN CAMERA ITEMS

MOTION: Moved by Rob Fenton, seconded by Jim Pugh, 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: See separate In Camera Minutes of the same date for the discussions that followed.

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

One personnel/contract and one property matter were discussed during the In Camera meeting.

8. CORRESPONDENCE – None

9. REPORTS

9.1 Chair's Report (Arn Berry)

Attendance and travel was being confirmed for the October 22 Parks & Recreation Commonality Meeting on Saturna (Berry would email further).

9.2 Treasurer/Financial Report

Treasurer Rob Fenton had circulated the monthly financial summary from the Bookkeeper (to September 30), and he commented as follows: that Parks spending was in reasonably good shape; that the meeting expense overage was due to PIPRC hosting the spring Commonality meeting; that any year-end surplus could potentially be used for the required reprinting of the PIPRC Guidebook; that the additional \$15,000 capital project amount required for the Shed demolition and renovation work had been approved (Michael Symons to check about electrician payment); that Fenton would email David Howe to confirm if the PIPRC's requested mill rate/budget increases for 2015 had been approved by the CRD Board; and that the specific allocations of this funding could be discussed at upcoming PIPRC meetings (including seeking related input from the public).

9.3 CRD Director Report

None

9.4 Recreation Report

Jim Pugh had sent an email about the **\$52,304.50** of Recreation funding available from the Pender Islands Recreation property tax amount this year, and the **\$67,903.70** of requests for this funding (21 applications in total). Pugh circulated a worksheet summarizing these applications, and amounts paid to the same Recreation service providers in 2013.

To provide Recreation funding in a timely manner, this year the full PIPRC (rather than a committee) discussed the applications in detail, including the applicants' required reports on how previous funding was spent. Last year a PIPRC committee had thoroughly reviewed requests from the same providers. This year there were requests from 6 new providers, which were assessed based on the PIPRC guidelines for eligible Recreation services.

A Youth Sports Association request had previously been approved (August 21, 2014 minutes – page 4). Due to the limited Recreation funding, most applicants had to be allocated less than requested. Three of the new applications were declined because they would benefit a very limited number of people, or could likely be hosted by an existing funded program, and/or because they involved off-island or previously funded purchases.

The PIPRC agreed by consensus that it was necessary to defer approval of the Recreation funding request by the Community Hall / Pender Islands Recreational & Agricultural Hall Association, because more information was required (Arn Berry to follow up with Hall Board).

MOTION: Moved by Rob Fenton, seconded by Michael Symons, that the Pender Islands Parks & Recreation Commission approve the following Recreation funding grants for 2014:

- Pender Island Youth Sports Association (already paid)	\$1,887
- Pender Island School Community Use	\$2,500
- Pender Island School Skating Program	\$2,186.70
- Pender Island Child Care Society (Parents & Babes)	\$2,000
- Pender Island Child Care Society (Move program):	\$1,600
- Pender Island Child Care Society (HOP program):	\$3,000
- Pender Island Junior Sailing Association:	\$ 850
- Pender Island Health Care Society:	\$5,760
- Pender Island Playgroup Society (Epicentre)	\$3,500
- Pender Island Organic Community Garden Society:	\$ 500
- Ptarmigan Music & Theatre Society:	\$2,000
- Pender Island Otter Swim Club:	\$1,850
- Pender Island Basketball	\$1,700
- Pender Island Mariners Junior Soccer	\$1,200
- Joanne Green (Spirit Moves)	\$1,075
- Pender Island Jazz Band	\$ 500
- Pender Island Roller Derby (Kathy Chapman)	\$1,200

CARRIED

9.5 Communications Report

Jim Stafford said that he could draft the upcoming Pender Post article, potentially including: a photo of the new commemorative bench at Thieves Bay; a notice re: boat removal at the Magic Lake Picnic Area (from Michael Symons); trailers in the Thieves Bay parking lot; the upcoming revised PIPRC Guidebook; and the ongoing need for a new PIPRC Commissioner.

Further re: the Guidebook printing, instead of a smaller map (not useable), there was PIPRC support for including the regular-sized PIPRC trail map (e.g. in a pouch of the Guidebook). John Chapman would check with the printer about folding the map.

9.6 Volunteer Coordinator Report – None

9.7 PIPRC Shed Report

Contractor work on the PIPRC Shed was discussed In Camera.

10. NEW / OTHER BUSINESS

10.1 PIPRC Webpage – no discussion

10.2 Enchanted Forest Proposal – discussion deferred due to lack of time

11. NEXT MEETING(S)

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

12. ADJOURNMENT

MOTION: Moved by Michael Symons, seconded by Rob Fenton, that the meeting be adjourned at 12:38 pm. **CARRIED**