

PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)
Minutes of Monthly Meeting
Wednesday, January 21, 2015 (9:15 am)
Community Hall Lounge, North Pender Island

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

Regrets: Rob Fenton, David Howe

Public: None

1. CALL TO ORDER

Chair Arn Berry called the meeting to order at 9:22 am.

2. APPROVAL OF AGENDA

The proposed agenda was amended as follows: move Magic Lake Dock to item 5. (Maintenance Report); and add Meeting Day/Time and Projects for Coming Year to item 10. (New Business).

MOTION: Moved by Michael Symons, seconded by Jim Stafford, to approve the agenda, as amended. **CARRIED**

3. APPROVAL OF MINUTES

The December 18, 2014 minutes were amended as follows: page 2, 1st paragraph, 4th line – “Stephen Henderson; and page 5, item 10.2, 6th line – “However, there was also a suggestion for the PIPRC to consult...”.

MOTION: Moved by Michael Symons, seconded by Jim Stafford, to approve the December 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:

- Symons has been busy with general maintenance and also clean-up (e.g. William Walker Trail had 4 trees and a giant branch come down on the trail);
- Lilias Spalding Park: old tree section cut back as agreed; Symons also confirmed chipping estimate (\$500);

MOTION: Moved by Michael Symons, seconded by John Chapman, that the PIPRC approve having Ben Symons engage Bear’s Tree

Service at a cost of up to \$500 plus tax, for chipping the pile of debris at the back of Liliias Spalding Park. **CARRIED**

- Capstan/Rope Trail: John Chapman followed up, and neighbour's collapsed tent now removed from trail;
- Magic Lake Dock Issues: Symons (and Lantern Festival volunteers) made huge effort detaching and moving Swim Hole dock to be used for show, although this seemed unnecessary (show would be better seen on bank?); now PIPRC had received some emails about derelict docks on Magic Lake (CRD issue), and a desire for new PIPRC dock at Magic Lake grassy area; challenges are that lake is very shallow there (diving danger), and water level fluctuates (agreed that for discussion purposes, PIPRC will do site visit, and Michael Symons will obtain rough cost estimate for a dock, likely needing funding other than PIPRC);
- Magic Lake grass damage: someone drove on the lawn again, causing ruts (agreed that Ben Symons will ask Braedon Bigham or Ron Henshaw about placing large rocks, to keep cars off lawn);
- PIPRC Shed: Braedon Bigham brought shale, now road base was needed to finish area, and it was good to have a pile of it stored for use at other sites;

MOTION: Moved by John Chapman, Colin McLarty, that the PIPRC purchase approximately 14 yards of road base from Braedon's Big Digem, for a cost up to \$800 plus tax. **CARRIED**

- PIPRC Shed (continued): Braedon also hauling away trash and drywall from Shed; in addition, new exterior door would cost about \$180 pre-hung from Home Depot, or Symons could sell PIPRC his own used steel clad door (agreed for Symons to ask local store for price and report back);
- Fire Hall trail to Disc Park: ongoing work on improvements to deal with stream;
- George Hill: Symons has redone a few different sections of trail, to deal with rock and step issues and make it easier to hike;
- Workshop: Symons re-organized home workshop tent, where he also does PIPRC work with his own tools and equipment;
- Benches & Tables: 2 new basic benches built, and suggested to place them part way up George Hill and at top, plus suggested to replace old bench at Gardom Pond (PIPRC approved foregoing); Symons suggested building a picnic table for top of George Hill (Jim Stafford noted that this was likely an archaeological site; agreed that he and Symons would visit and report back); Symons suggested building picnic table for Oaks Bluff, and new bench with an arched roof for Enchanted Forest (PIPRC said delay these projects for now);
- Drinking Fountains: there was one at Disc Park; suggested to consider adding fountains to Thieves Bay and Shingle Bay Parks (an idea for the future);

- Peter Cove South/Plumper Way parking signs: Michael Symons said file for this ocean access did not include copy of License of Occupation; Arn Berry will send Symons email address for Christine Condron of CRD, and John Chapman will check his records, re: specific terms relevant to parking signs;
- Thieves Bay: as agreed, warning notice was placed on trailers, owners did not move them, and so Chris Vernon towed them away (agreed for Ben Symons to check with Vernon, then place a small sign near main towing sign to advise where trailers had been towed; future combined sign to be considered);
- CRD No Smoking Signs: Michael Symons said signs should arrive shortly;

Ben Symons left the meeting at 10:18 am.

6. PRIORITY ITEMS

6.1 Commission Elections

PIPRC Recorder Zorah Staar temporarily took the Chair and conducted the 2015 elections for the positions of PIPRC Chair, Vice-Chair and Treasurer. After three calls for nominations in each case, Michael Symons was declared PIPRC Chair by acclamation, John Chapman was declared Vice-Chair by acclamation, and Rob Fenton was declared Treasurer by acclamation. Michael Symons then assumed the Chair's role.

6.2 Commission Vacancies

It was noted that there were vacancies in 2 out of 8 of the Commissioner appointment spots. Rob Fenton had mentioned some possibilities, other Commissioners had been approaching people, Jim Stafford would mention this in the next Pender Post article, and Michael Symons would have it mentioned on the Friends of Pender Parks Facebook page. It was possible that moving to evening meetings or to a different day might help, as well as allowing electronic attendance when needed (see also item 10.4 below).

7. IN CAMERA ITEMS – None

8. CORRESPONDENCE – None

9. REPORTS

9.1 Chair's Report – None

9.2 Treasurer/Financial Report

Treasurer Rob Fenton was not able to attend, but had provided the Bookkeeper's financial summary for the year ending December 31, 2014. The current remaining balance in the PIPRC's Parks operating budget for 2014 was \$5,093, but with a few more expenses to come. It was agreed that the new PIPRC Guidebook (having been ordered in 2014) should be

expensed to that year. The PIPRC Bookkeeper had forwarded to the CRD the previous PIPRC motions for transfer of any remaining minor surpluses.

9.3 CRD Director Report – None

9.4 Recreation Report

Zorah Staar said that the Recreation funding files for 2013 and 2014 had now been placed in the PIPRC filing cabinets in the Hope Bay office. Regarding PIRAHA (the Community Hall), there was still no response to the PIPRC's 2014 letter to their Treasurer, requesting a meeting including a CRD representative to discuss concerns re: PIPRC Recreation or alternative funding for the Hall. It was agreed that we should touch base or seek a PIPRC meeting with CRD Director David Howe about this issue (Departing Chair Arn Berry or new Chair Michael Symons to follow up).

9.5 Communications Report

The new PIPRC Guidebooks were about to arrive, and the new PIPRC Trail Maps were already received (2,000 for distribution, and 2,000 for insertion in the Guidebooks, which would need a work party). Great thanks were expressed to John Chapman, Rob Fenton, Rowie Symons, and Ben Symons for their work on these projects. The former Guidebook was sold at various outlets, and distribution possibilities were discussed. It was agreed to ask the CRD about GST/financial issues re: sales, before deciding on a price. It was suggested that the price should be at an accessible level, to encourage trail use. Re: the Pender Post, Jim Stafford would write the next article.

9.6 Volunteer Coordinator Report

With Michael Symons becoming the new PIPRC Chair, Arn Berry agreed to take on the Volunteer Coordinator role for the Trail Monitor program, which was under consideration.

9.7 PIPRC Shed Coordinator

See Maintenance Report, page 2, re: work in progress on the large PIPRC Shed on Ketch Road. It was possible that a Shed Coordinator (currently Michael Symons) was no longer needed because things were well in hand. With the required demolition done, other remaining work included re-siding and painting the whole exterior, and installing water collection (currently no water on site). Other issues to be dealt with included whether to install a heater and tool up the Shed so the contractor could do more work there, and also whether to allow storage by other community groups.

10. NEW / OTHER BUSINESS

10.1 PIPRC Office/Hope Bay Lease

CRD Director David Howe was now going to maintain the Hope Bay office lease for the CRD Economic Development Commission office (at least for a

year), so it appeared that the PIPRC files could remain there for the time being [later confirmed]. It was agreed that there should be a work day to re-order and cull the PIPRC files, potentially involving John Chapman, Arn Berry, Michael Symons and Zorah Staar. Staar said that she planned to have another look at the files and draft a list of current/potential PIPRC "Admin Files" and "Site files", for consideration by the PIPRC. John Chapman also suggested moving towards digital files when possible.

10.2 Enchanted Forest Proposal

It was agreed to discuss this item at the next meeting (with Rob Fenton).

10.3 Magic Lake Dock – see Maintenance Report, page 2.

10.4 Meeting Day/Time

One Commissioner had suggested moving the meeting day to Friday or Monday. Friday was better than Monday for some Commissioners (to be discussed at the next meeting).

10.5 Projects for the New Year (2015)

The PIPRC had successfully obtained an increase in the Parks and Recreation funding mill rates (from property taxes) for 2015 and subsequent years. Subject to a decrease in the total property tax assessment for 2015 (reported to be 8% down?), this increased funding could make possible some key PIPRC projects (e.g. a picnic shelter, tooling up the PIPRC Shed, or other projects previously discussed). It was agreed that at the next meeting we would discuss planning/prioritization in relation to key projects to pursue.

10.6 Lively Peak Emergency Access Road & Forest Fuel Management Project

The PIPRC was surprised to learn that there had now been staking of the suggested route through Lively Peak Park, for the emergency access road and forest fuel management demonstration being proposed by Pender Island Fire Rescue and the CRD. The PIPRC had not been updated on this project for some time, and there was continued concern about significant clearing through one of Pender's biggest contiguous parks. It was agreed that Chair Symons would contact Fire Chief Charlie Boyte, to request a PIPRC site visit with him for an update and explanation.

11. NEXT MEETING

Scheduled for Thursday, February 19, 2015 (9:15 am, Community Hall Lounge).

12. ADJOURNMENT

MOTION: Moved by Arn Berry, seconded by John Chapman, that the meeting be adjourned at 12:08 pm. **CARRIED**