

PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)
Minutes of Monthly Meeting
Friday, November 27, 2015 (9:30 am)
CRD office at Hope Bay Centre, North Pender Island

Present: Michael Symons, John Chapman, Rob Fenton, Arn Berry, Peter Pare, Ben Symons (PIPRC Contractor), and Shannon Brayford (PIPRC Recorder)

Regrets: David Howe

Public: Four (4) commissioner candidates were in attendance.

1. CALL TO ORDER

Chair Michael Symons called the meeting to order at 9:37 am.

2. APPROVAL OF AGENDA

The agenda was approved by general consent.

3. DELEGATIONS

None

4. APPROVAL OF MINUTES

4.1 Minutes of Friday, October 30, 2015 Meeting

The following amendments were discussed:

- Remove "Rob Fenton" from list of present members.
- Revise 9.4 to replace "at the last meeting" with "discussed previously", add "and PIPRC" following "PIRAHA", and remove "but that he would continue to encourage movement".

MOTION: Moved by Peter Pare, seconded by John Chapman, to approve the October 30, 2015 PIPRC minutes. **CARRIED**

5. MAINTENANCE REPORT & DISCUSSIONS

5.1 Maintenance Contractor's Report

PIPRC Maintenance Contractor Ben Symons provided the following update:

Craddock Gowland Loop Trail: The route has been cleaned up. The gorse removal and trail regrading is expected to be completed by Ron Henshaw at a later date.

Grover Sergeant Park: Area cleaned for Remembrance Day. Gate posts are rotting and would require two 2x4s to replace.

It was generally agreed that Ben Symons should replace the gate posts.

Maintenance Shed: With consideration of new, mid-grade consumer tools it would cost approximately \$2500 plus taxes to equip the shed. Re-siding of the shed has been quoted at \$1200 plus materials if Ben Symons helps with the labour. Materials are estimated at \$3000 if pre-painted 4x8 cement fibre board is used.

Park Benches: Ben Symons referred the PIPRC to photos of the new benches at Oaks Bluffs. He noted that many areas in Magic Lake are lacking benches and recommended installing one or two at the Magic Lake picnic area, Thieves Bay, and Shingle Bay. There was general consensus to approve the creation and installation of the recommended benches.

Irene Bay: A discussion was held regarding potential improvements to the beach access with consideration for creating disability access. It was generally agreed that broadly spaced steps could be built now and the site would be included on the list of possible sites for improved disability access.

Ben Symons noted that a year-end materials list had been submitted to Rob Fenton (PIPRC Treasurer) for consideration.

5.2 Additional Maintenance Items

Danny Martin Park: Reporting back, Arn Berry noted that according to their contract, Pender Island Youth Sports is responsible for park maintenance. He further reported that Chris Watson, a member of Pender Island Youth Sports, had asked if PIPRC would maintain the bathroom if it was left unlocked for general public use.

A discussion was held regarding the maintenance requirements and it was generally agreed that Arn Berry would inform Chris Watson that PIPRC was interested and would consider a proposal from Youth Sports on this matter.

Note: Contractor Ben Symons left the meeting at 10:11 am and a short break was held until 10:15 am.

6. PRIORITY ITEMS

6.1 Review and Approval of Recreation Funding Applications

Peter Pare provided an overview of the application process and noted that the sub-committee's recommendations would distribute an amount just below that of the total available funds.

Following a discussion of each, the following distributions were generally agreed to:

PI Youth Sports Association	\$1915
PI School	\$2500
PI Skating Program	\$2342
PI Child Care Society (PICCS)	
PICCS Parents and Babes	\$2000
PICCS Hiking and Herbal Crafts	\$1500
PICCS HOP Program	\$3000
PI Health Care Society	\$5760
PI Playgroup Society	\$3500
Ptarmigan Music and Theatre	\$2000
PI Otter Swim Club	\$1850
PI Basketball	\$1700
PI Jazz Band	\$500
PI Roller Derby Club Jr.	\$1200
PI Soccer Club	\$1200
PI Recreation & Agricultural Hall	\$18000
PI Tennis	\$1000
Pender Island Field Naturalists	\$500
Dog Mermaid Eco Excursions	\$1000

During the discussion the following additional decisions were also reached by general agreement:

- Pender Island Youth Sports will be informed that they can submit an early application next year to accommodate their insurance due date.
- PI School disbursement is approved subject to appropriate documentation. Peter Pare will contact Angie Grey for clarification on whether the Joint Use Agreement is a substitute for yearly applications.
- PIPRC will review, at a later time, the criteria of what qualifies as a recreational activity.

Note: John Chapman acknowledged his position as the Pender Island Jazz Band Treasurer and recused himself from the discussion of that application and the vote on the motion.

MOTION: Moved by Arn Berry, seconded by Rob Fenton, that the Pender Island Parks and Recreation Commission approve recreational funding in the amount of \$51,467 to be distributed as recommended by the Recreational Funding Committee and amended by the Commission.

CARRIED

6.2 Selection and Prioritization of Capital Budget Items

In consideration of time, it was generally agreed to defer discussion of this item until the next meeting.

A discussion was held regarding the next meeting time and it was generally agreed to hold a meeting on December 12, 2015 at 10:00 am in place of a meeting on the third Friday of December.

MOTION: Moved by Peter Pare, seconded by Arn Berry, that the Pender Island Parks and Recreation Commission approve purchase by maintenance contractor for materials for future use in the amount of up to \$7500 before taxes. **CARRIED**

7. CORRESPONDENCE

7.1 Re: Boat Ramp at Thieves Bay

Chair Symons reported that Magic Lake Property Owner's Society (MLPOS) President, Peter Morton, had indicated that he would discuss the issue at the MLPOS meeting for a possible joint venture at a later date.

7.2 Re: Lot 66 Signage Request

John Chapman reported that the Pender Island Conservation Association (PICA) was concerned that people were removing trees from the lot and was requesting signage to identify the property as park land.

A discussion was held and it was generally agreed that John Chapman would return to PICA and suggest they create a proposal with the specifics of their request.

8. REPORTS

8.1 Chairperson's Report

Chair Symons reported that he had served as the PIPRC representative for the North Pender Island's Trust Age Friendly Project. He provided an overview of the project and noted that the final report had been presented to the North Pender Local Trust Committee.

8.2 Treasurer's Report

Rob Fenton noted that the Commission was operating with a surplus and provided an overview of the future purchases to be made in December 2015.

8.3 Capital Regional District (CRD) Director's Report

None.

8.4 Recreation Report

None.

8.5 Communications Report

Chair Symons noted that PIPRC did not submit an article for the December Pender Post.

A discussion was held regarding the January submission and it was generally agreed that Peter Pare would submit an article regarding the distributed funding.

8.6 Volunteer Coordinator

It was generally agreed that the the trail monitors would each receive a copy of the guidebook as a holiday gift.

9. NEW BUSINESS

None.

10. IN CAMERA

Chair Symons thanked the prospective members for attending the meeting.

MOTION: Moved by Rob Fenton, seconded by Peter Pare, that the meeting be closed to the public for the purpose of approving past in-camera minutes, and discussing personnel and/or property matters, and further that Recorder Shannon Brayford 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 John Chapman, that the In Camera Meeting be adjourned, and the PIPRC meeting re-opened to the public. **CARRIED**

11. NEXT PIPRC MEETING

Scheduled for Saturday, December 12, 2015 (10:00 am), in Hope Bay CRD Office.

12. ADJOURNMENT

MOTION: Moved by Arn Berry, seconded by Rob Fenton, to adjourn the meeting at 1:29 pm. **CARRIED**