

PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)
Minutes of a Regular Meeting
Friday, December 16, 2016 (9:00 am)
Community Hall, North Pender Island

Present: John Chapman, Rob Burnett, Susan Parr, Ray Pink, Kathy Curtis, Tim Hall, Andrea Mills (Alternate for David Howe), Ben Symons (PIPRC Contractor)

Regrets: Arnie Alksne, Rob Fenton, David Howe (Director CRD SGI)

Public: No members of the public in attendance.

1. CALL TO ORDER

Chair John Chapman called the meeting to order at 9:01 a.m. and acknowledged the meeting was being held in the traditional territory of the Coast Salish People.

2. APPROVAL OF AGENDA

MOTION: Moved by Susan Parr, seconded by Kathy Curtis, to approve the agenda as presented.
CARRIED

3. REVIEW AND APPROVAL OF MINUTES OF AUGUST MEETING

a) Minutes of November 25, 2016

MOTION: Moved by Rob Burnett, seconded by Ray Pink, to adopt the Minutes of November 25, 2016 as presented. **CARRIED**

4. DELEGATIONS AND PUBLIC PRESENTATIONS

None.

5. MAINTENANCE REPORT

Maintenance Contractor Ben Symons provided a report, including the following points:

- Materials for the 2017 materials list have been purchased and received.
- A “No Overnight Parking” sign is being installed at Danny Martin Park and a “No Parking in Turn Around” sign has been installed at Thieves Bay.
- Boat Nook improvements are underway and positive feedback has been received from community members.
- Shingle Bay-Masthead Trail improvements to improve drainage have been discussed with John Bradley of Main Roads and local contractor, Big Digem has been scheduled to complete the work.
- A new picnic table has been installed at the Disc Park.
- The lantern Festival will not be moving the dock this year.

A discussion was held regarding the Lantern Festival noting that the application has not yet been received. There was general consensus that the application shall be approved between meetings once it is received.

Kathy Curtis reported on her discussion with the contractor, James Willey, who maintains the outhouses. He raised concerns about the Shingle Bay outhouse flooding and also requested that a “no camping” sign be installed in the second parking lot at the Disc Park. There was general

consensus that Ben Symons shall discuss the drainage issue with James Willey and also that he shall install the sign at the disc park.

A discussion was held regarding proposed improvements at Shingle Bay. Ben Symons provided an overview of the improvements, including play equipment, grading, parking, and educational features. It was noted that, in the past, Islands Trust did not allow modification to reduce erosion. There was general consensus that the issue shall be revisited and that Rob Burnett shall contact Islands Trust to explore allowable options for the creek and also the property itself. It was also agreed that Kathy Curtis shall contact Jan Kirkby regarding the history of the stream and whether it was salmon bearing.

Note: Andrea Mills departed the meeting at 9:32 am.

Chair Chapman reported that he will continue to review the permits for Niagara Road. Tim Hall also requested that Chair Chapman review the Licence of Occupation for Bridges Road.

Regarding Danny Martin Ball Park, Ray Pink provided a report on the contract between the Commission and Youth Sports, noting that the agreement indicates that Youth Sports is responsible for covering the costs of the utility bills. A discussion was held regarding what will occur should Youth Sports dissolve. There was general consensus that a solution needs to be found and that Ray Pink shall discuss the issue further with the representatives of Youth Sports and encourage them to establish a plan.

Kathy Curtis noted that James Wiley would be willing to assume responsibility for the washrooms at Danny Martin Park. There was general consensus that he shall be directed to do so.

A discussion was held regarding installation of a water fountain at Danny Martin Park. There was general consensus that installation is desirable and shall be considered at a later date.

Regarding siding at the maintenance shed, Chair Chapman reported that none of the companies are willing to provide a quote given the size and nature of the job.

Rob Burnett provided a report on the Magic Lake Picnic Area Dock. He noted that an ecological assessment would be required. There was general consensus that Rob Burnett shall research the requirements and contact local Registered Professional Biologists regarding a possible assessment.

Regarding the Yellow Flag Iris at Magic Lake, there was general consensus that Ben Symons shall conduct an assessment in the spring and a plan shall be formed regarding its removal.

Note: a break was held from 10:07 am to 10:20 am.

6. IN-CAMERA

MOTION: Moved by Tim Hall, seconded by Rob Burnett, that the Pender Islands Parks and Recreation Commission will go In Camera under Community Charter Section 92, for property and personnel matters. **CARRIED**

At 12:05 pm the in-camera meeting adjourned by general consensus. Chair Chapman reopened the public meeting and provided the following rise and report:

“That a discussion was held and the Commission decided, by resolution that Pender Islands Parks and Recreation Commission shall establish a primitive walking trail from Ketch Road to Scarf Road, designated as Logan Lane, as per survey.”

Note: Kathy Curtis departed the meeting at 12:05 pm.

7. PRIORITY ITEMS

a) Recreation Funding for 2016-17

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Adopted

Susan Parr reported that the disbursements, notifications, and announcements have been completed.

b) School Use Agreement

Chair Chapman recommended that PIPRC meet with the Pender Island Community Hall and the CRD to resolve the issue of insurance for those groups currently at risk of not being covered under the new agreement. There was general consensus that Rob Burnett and Arnie Alksne shall arrange this in the New Year.

c) Thieves Bay Improvement Proposal

Chair Chapman reported on the progress made with the Islands Trust regarding gaining permission to build a picnic structure. He provided an overview of the options including a Temporary Use Permit (TUP) and a Bylaw Amendment. A discussion was held regarding the risks of using the TUP route. There was general consensus that Chair Chapman shall pursue the Bylaw Amendment with Islands Trust and that Shingle Bay shall be included in the application if possible.

MOTION: Moved by Tim Hall, seconded by Ray Pink, that Pender Islands Parks and Recreation Commission shall authorize Chair Chapman to pursue the necessary Bylaw Amendments for Shingle Bay and Thieves Bay kiosks with Islands Trust, including the expenditure of approximately \$4400 for application fees. **CARRIED**

d) PIPRC Master Plan

No report.

e) Survey of Wein's Trail and Anslie Point-Beaumont Trail Locations

Susan Parr reported that this will be completed in the new year.

f) Experience the Gulf Islands, re: July Presentation

Rob Burnett reported that the Thank You Letter was sent and that Ed Andrusiak had sent a reply.

g) Memorial Benches – Discussion

No report

h) Bylaw Review of PIPRC Governance

No report.

i) Tracking and Running Resolution Documents

There was general consensus that these documents shall continue to be produced and shall be circulated with the draft minutes.

8. CORRESPONDENCE

a) SEE NOTES

For information.

9. REPORTS

a) Chairperson

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Adopted

Chair Chapman reported that the CRD will not be able to release their Records Program for the Commission's use. There was general consensus that the records keeps project shall be completed using the CRD's general guidelines.

He further reported that the Commission's application for the Chamber of Commerce has been completed and will be submitted for 2017.

It was also noted that Rob Burnett now has signing authority.

b) Treasurer

The bookkeeper has circulated the report and it was received for information.

c) CRD Director

None.

d) Recreation

No report

e) Communication

It was noted that Rob Burnett will submit the article for the February deadline. There was general consensus that items from Ben Symon's report should be included in the articles.

10. NEW/OTHER BUSINESS

a) Business Card

There was general consensus that the business cards are working well. .

b) Poets Cove Extension

Chair Chapman reported that he is awaiting communication from Poets Cove.

c) Community Hall Tour

Chair Chapman reported that Andrea Mills has offered a hall tour. There was general consensus that the Commission shall accept the invitation and hope for a time that coordinates with the next meeting.

d) Parks Guide Books

Chair Chapman reported that he was unsuccessful in his attempts to communicate with BC Ferries.

11. NEXT MEETING

The next meeting will be held January 20, 2016 at 9:00 am at the Pender Island Community Hall.

12. ADJOURNMENT

By general consensus, the meeting was adjourned at 12:28 pm.