

PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)
Minutes of a Regular Meeting
Friday, May 19, 2017 (9:00 am)
Community Hall, North Pender Island

Present: John Chapman, Rob Burnett, Susan Parr, Arnie Alksne, Ray Pink, Rob Fenton, Kathy Curtis, Tim Hall, Ben Symons (PIPRC Contractor), Shannon Brayford (recorder)

Regrets: David Howe (Director CRD SGI), Andrea Mills (Alternate to Director CRD SGI),

Public: Two members of the public present.

1. CALL TO ORDER

Chair John Chapman called the meeting to order at 9:02 a.m. He noted that the Commission is meeting in the Traditional Territory of the Coast Salish People.

Chair Chapman introduced the delegates present and invited the Commission members to introduce themselves in turn.

2. APPROVAL OF AGENDA

Chair Chapman noted additions to the agenda, including the following:

- Drummond Bay will be moved in camera
- Enchanted Forest will be in camera

The agenda was approved by general consensus and amended.

3. ADOPTION OF PAST MINUTES

a) Minutes of April 21, 2017

By general consensus the minutes were adopted as presented.

4. DELEGATIONS AND PUBLIC PRESENTATION

Chair Chapman invited Gino Gemma and Eleanor Heslop to speak. They spoke against the proposed picnic shelter at Thieves Bay, providing a perspective of the immediate neighbours including the following points:

- Disruption of the view
- Further contributing to attracting disruptive nighttime behaviour
- Concerns with ongoing costs

The speakers further recommended the following actions

- Hanging notices of the proposed improvements at Thieves Bay
- Improving the field's drainage
- Installing picnic tables with holes for umbrellas.

Chair Chapman acknowledged that prior to the meeting Gino Gemma had addressed concerns that the grass at Thieves Bay has not been mowed and noted that the Commission agrees that this needs attention and had addressed the matter with the contractor.

Note: Gino Gemma departed the meeting.

5. MAINTENANCE REPORT

a) Boatnook

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Adopted

Ben Symons reported that the work is nearing completion and that the parking sign will be installed shortly.

b) Gowlland Point

Ben Symons provided an overview of the quotes received from online contractors. Chair Chapman noted that neighbours have emailed concerned, including concern with garbage and noise. A discussion was held regarding the benefits of a mobility accessible picnic table.

MOTION: Moved by Tim Hall, seconded by Susan Parr, that a mobility accessible picnic table be installed at Gowlland Point Ocean Access with the understanding that it will be monitored and removed should problems arise. **CARRIED**

Opposed: Kathy Curtis, Rob Burnett, Chair Chapman

c) Bridges Road

Tim Hall reported that David Koch will be visiting the site with Ben Symons and a report will be provided at the next meeting.

d) George Hill

Ben Symons reported that Big Digem is completing the work.

e) Danny Martin Ball Park

Chair Chapman reported that the grass will be mowed now that the insurance issue with the new contractor has been resolved.

Chair Chapman noted that the bathroom facility is not an official asset of the PIPRC and is instead owned by Youth Sports. A discussion was held regarding the difficulties and optional risks of this. There was general consensus that Chair Chapman shall discuss the matter with June Klassen and report back.

Ray Pink reported that he has not heard back from representatives on the future continuity of Youth Sports and will provide an update after he does.

f) PIPRC Ketch Road Shed Siding

Ben Symons reported that the project is almost complete. Chair Chapman noted that the painting portion of the project will need to be completed by an insured contractor and asked that Ben Symons identify one.

MOTION: Moved by Arnie Alksne, seconded by Tim Hall, that the Pender Islands Parks and Recreation Commission hire a contractor to paint the Ketch Road Shed for up to \$2000.00, contingent upon that contractor meeting the required insurance conditions. **CARRIED**

g) Improvements to Shingle Bay Park

Rob Burnett provided an update and Kathy Curtis reported that she has identified a source for the native plants.

h) Magic Lake Picnic Area Dock

Rob Burnett reported that a Certified Environmental Professional has not yet visited, but will be coming to the site shortly to carry out a marine environmental assessment.

i) Magic Lake Invasive Species

Rob Burnett reported that he continues to monitor the Yellow Flag-Iris using the mobile app.

j) Ketch-Scarff Trail

Rob Burnett reported that Bill Logan would like the trail named "Logan Lane" and has also requested that the private property- park boundary line be marked. There was general agreement that Ben Symons shall install the appropriate signs.

k) Lot 66

No update.

l) Doggy Bags

Ben Symons reported that the maintenance at Thieves Bay is still an issue. Chair Chapman remarked that he will address the issue with the contractor.

m) Gardom Pond

It was noted that neighbours have raised concern with dead trees located in the park, near their property line. Chair Chapman and Ben Symons reported that they have spoken with the neighbours and that the trees will be addressed.

n) Thieves Bay Trees

A discussion of dead trees was held. Ben Symons provided an overview of the trees in question and the plan to remove all dead limbs. There was general consensus that, should his insurance permit it, Ben Symons shall complete the work.

It was noted that additional alders in the area may also be of concern. There was general consensus that Ben Symons shall monitor those trees and remove the dead branches.

Note: Eleanor Heslop departed the meeting at 10:17 am.

Ben Symons reported that the binoculars at Oaks Bluffs required replacement and that he was replaced them with the fixed focus model that is working successfully at George Hill.

A break was held from 10:17 until the start of the in camera.

6. IN-CAMERA MATTERS

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

Note: See separate In Camera Minutes of the same date for the discussion that followed.

By general consensus, the closed meeting was adjourned at 11:31 pm and the meeting was reopened to the public.

7. PRIORITY ITEMS

a) School Use Agreement

Chair Chapman provided an update on the matter noting that he is still preparing to write a letter outlining the Commission's requests. He further provided an update on the roller rink facility, noting that he has discussed the matter with several users of the rink.

Chair Chapman also reported that the principal of the school is requesting that PIPRC purchase the materials for resurfacing the field and that the school will provide the labour. A discussion of the matter was held and there was general consensus that this is a recreational fund matter and that it could impact the grant amount for the Pender Island School this year. It

was further agreed that Chair Chapman shall ensure that school representatives are aware of this potential impact.

MOTION: Moved by Rob Fenton, seconded by Kathy Curtis, that the Pender Islands Parks and Recreation Commission approve the allocation of approximately \$1,000 from the Recreation Budget to purchase C33/USGA Grade Sand for the Pender Island School field. **CARRIED.**

b) Thieves Bay Improvements

A discussion of the improvements was held. There was general consensus that Tim Hall and Chair Chapman will work with Ben Symons and the contractor to direct the the resurfacing project which will take place in September of this year.

It was further recommended and agreed that a month prior to the work being completed that appropriate signs be posted in the park.

Rob Fenton provided an overview of the CRD contract requirements. A discussion of the matter was held and there was general consensus that the requirements are beyond the skill set of the Commissioners and a professional should be hired. Chair Chapman took recommendations for on island professionals and agreed to research the matter.

MOTION: Moved by Rob Fenton, seconded by Rob Burnett that PIPRC allocate up to \$2500 for the hiring of an appropriate professional to create the specifications and drawings necessary that a contractor can provide a bid to complete the Thieves Bay field improvements which will meet Capital Regional District requirements. **CARRIED**

c) Master Plan

Shannon Brayford provided an update noting that use of local authors will require permission from their publishers. There was general agreement that this matter shall be addressed later in the project's process.

d) Tribute Benches

Chair Chapman circulated a draft policy and there's was general consensus that the policy will be reviewed and discussed at the next meeting.

A discussion was held and the following points were made:

- 3x9 plaques with up to 5 lines of text will cost \$192.
- Total approximate cost shall be \$800-\$1200
- John Chapman will forward the waiting list to Kathy Curtis who will confirm current interest.

8. CORRESPONDENCE

None.

9. REPORTS

a) Chairperson's Report

No further items.

b) Treasurer's Report

Rob Fenton circulated a report, noting that the current spending rate is on track to exceed the annual budget and careful planning will be required moving forward.

He further reported that the CRD is making formatting changes and the bookkeeper is working with those changes.

Rob Fenton noted that sales of the Guide Books are not improving and that he will return to the next meeting with recommendations on the matter.

c) CRD Director's Report

None.

d) Recreation Report

Susan Parr noted that it is time to begin the grant process and that she will start by updating the form in consideration of clarifying the wording of the application questions.

e) Communications Report

Chair Chapman reviewed the scheduled contributors for upcoming Pender Post articles. Susan Parr will write for July and Kathy Curtis for August.

10. NEW/OTHER BUSINESS

a) GINPR Liaison Meeting

It was noted that no representatives were able to attend the revised meeting time.

b) Tour De Isles

Chair Chapman reported that the organizers are requesting \$500 to support on-island bus transportation and the procurement of sandwich board to promote recreational events.

A discussion was held and there was general agreement that this funds should come from the recreation budget and would ideally be accessed through the grant application process.

MOTION: Moved by Arnie Alksne, seconded by Rob Burnett, that the Pender Islands Parks and Recreation Commission grant \$500 to Tour De Isles with the understanding that future requests be made through the Recreation Funding grant process. **CARRIED**

c) Rental of CRD Office Space

Chair Chapman noted that there is not yet an update or confirmation on the rental.

d) Mortimer Spit Usage Request

Chair Chapman reported that a resident has requested non-exclusive use of the spit for a large gathering. There was general consensus that the request be granted.

11. NEXT MEETING

Chair Chapman noted that the August meeting's location has been moved to the local Legion.

The next meeting will be held on Friday, June 16, 2017 at 9:00 am at the Pender Island Community Hall.

12. ADJOURNMENT

By general consensus, the meeting was adjourned at 12:25 pm.