

**PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)**  
**Minutes of a Regular Meeting**  
**Friday, September 15, 2017 (9:00 am)**  
**Community Hall, North Pender Island**

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

**Regrets:** David Howe (Director CRD SGI), Andrea Mills (Alternate to Director CRD SGI), Rob Fenton, Ray Pink

**Public:** three members of the public present.

**1. CALL TO ORDER**

Chair John Chapman called the meeting to order at 9:00 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**

The agenda was approved by general consensus. It was noted that the results from the Fall Fair Survey were circulated and attached to the agenda package.

**3. ADOPTION OF PAST MINUTES**

**a) Minutes of August 18, 2017**

It was noted that on page 17 Chair Chapman's name needs to be corrected.

**MOTION:** Moved by Susan Parr, seconded by Annie Alksne, that the Minutes of August 18, 2017 be approved as amended. **CARRIED**

**4. DELEGATIONS AND PUBLIC PRESENTATION**

None

**5. MAINTENANCE REPORT**

Chair Chapman reported that currently there is not a CRD-qualified arborist on the island and that all future felling must be done by someone brought from off-island. He noted that there have been community questions about a tree on the Shingle Bay-Masthead Trail and that he will consult with risk management regarding the process for identifying dangerous trees.

**a) PIPRC Shed**

A photo of the painted shed was circulated and it was noted that the Improvements needed for the Sailing Club storage have been completed.

**b) Dog Park**

Chair Chapman reported that they have applied for a CRD Grant for the fencing, but they have not received any information and do not know when it will be approved. Chair Chapman noted that several locations have been considered and the group requesting the site have indicated that Shingle Bay would be the best site.

Kathy Curtis volunteered to be the Commission member contact for the project.

A discussion was held regarding potential sites. It was agreed that Danny Martin Park would be a suitable temporary solution. There was general consensus that Shingle Bay will be a desirable permanent location. A discussion of placement was held and it was noted that neighbour consultation will be the next step.

**c) Sailing Club**

Ben Symons provided an overview of the Improvements that have been completed and those that remain. He noted that, not including his time, the cost will be less than \$200.

**d) Bus Parking**

Ben Symons reported that he has discussed the installation of the plug with a local electrician, but does not have a date for installation.

Chair Chapman reported that the CRD has given Moving Around Pender (MAP) a Licence of Occupancy (LOO) to allow them to park the bus on park land. Chair Chapman provided an overview of the terms of the LOO, including the requirements for insurance.

It was further noted that there will be a Memorandum of Understanding. Chair Chapman noted that any additional costs will be covered for MAP through an agreement with the CRD, but no additional costs will be borne by PIPRC and the agreement will include a rent amount which has not yet been determined.

It was recommended that the document be amended to reflect the changes to the grant requirements and also to note that a rent, of a value yet to be determined, will be charged.

**MOTION:** Moved by Rob Burnett, seconded by Arnie Alksne, that Pender Islands Parks and Recreation Commission accept the Licence of Occupation between the Capital Regional District and Moving Around Pender dated September 1, 2017 for the parking of the community bus at the Ketch Road property. **CARRIED**

**MOTION:** Moved by Susan Parr, seconded by Tim Hall, that Pender Islands Parks and Recreation Commission direct Rob Burnett to support the amended draft Memorandum of Understanding between the Pender Islands Parks and Recreation Commission and Moving Around Pender for the parking of the community bus at the Ketch Road property. **CARRIED**

**e) Security Camera**

Rob Burnett reported that the RCMP has advised that a security camera can be installed to monitor stolen signs, but that the RCMP would be willing to review content. He further noted that the issue has been reported on other islands as well.

There was general consensus that the matter shall be revisited at a later time and that Chair Chapman shall get more information from the CRD.

Rob Burnett further reported that the RCMP will investigate the bench vandalism with the individual's instagram address.

**f) Signs**

Ben Symons reported that small green signs are missing and need to be replaced. Chair Chapman recommended that the matter be revisited in the new year.

**g) Magic Lake Dock**

Ben Symons reported that as the water level on the lake lowers, the dock bends. He recommended landscaping changes to address the matter. There was general consensus

that changes to the dock design should be considered prior to consideration of changing the contour of the dam.

#### **h) Trail Closures**

Chair Chapman reported that there have been unconfirmed cougar sightings and he is working with RCMP and Parks Canada on the matter. He noted that trails will not be closed, but signs may be posted.

#### **i) Invasive Species**

Kathy Curtis noted that there are several sites on which invasive species are gaining a stronghold. A discussion was held and there was general consensus that work parties shall be considered at next meeting.

### **6. IN-CAMERA MATTERS**

**MOTION:** Moved by Rob Tim Hall, seconded by Kathy Curtis, 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 11:52 pm and the meeting was reopened to the public.

Chair Chapman read a Rise and Report into the record which consisted of the following motions:

**"MOTION:** Moved by John Chapman, seconded by Rob Burnett, that Pender Islands Parks and Recreation Commission work in cooperation with Pender Islands Fire Protection Society, Magic Lake Property Owners Society, and others, to expedite the emergency exit project, including co-hosting a community consultation meeting. **CARRIED**

**MOTION:** Moved by Susan Parr, seconded by Tim Hall, that Pender Islands Parks and Recreation Commission allocate the following Recreation Funds:

- Pender Island Youth Sports \$1,928
- Pender Island School Community Use \$2,500
- Pender Skating \$2,453
- Dragonfly \$1,200
- HOP \$2,500
- PI Health \$5,760
- Ptarmigan \$2,000
- Epicentre Family Cooperative \$3,500
- Pender Island Otters \$2,000
- Pender Island Basketball \$3,000
- Spirit Moves \$800
- Pender Island Jazz \$750
- PIRAHA \$22,000
- Pender Island Celtic Society \$750
- Pender Island Arts Society \$500

For a total cost of \$51,641.00. **CARRIED**

**MOTION:** Moved by John Chapman, seconded by Tim Hall, that the \$500 for the Salish Sea Inter Island Transportation Society be removed from the recreation funding budget and placed in the operating budget. **CARRIED"**

Note: A break was held from 11:52 am until 12:08 pm

## **7. PRIORITY ITEMS**

### **a) Thieves Bay Kiosk**

Tim Hall provided an overview of the Islands Trust feedback on the matter. He reported that Jack Ferguson has amended the illustrations and proposal to reflect the recommended changes. He further reported that he will continue talks with Islands Trust and the matter will be on their October meeting agenda.

### **b) PIPRC Support of Community and Community Organizations**

There was general consensus that this matter shall be postponed to a later meeting.

## **8. CORRESPONDENCE**

None.

## **9. REPORTS**

### **a) Chairperson's Report**

No further items.

### **b) Treasurer's Report**

Chair Chapman reported that the Commission is projecting a deficit for the year. A discussion was held regarding the funds that were taken for the Gardom Pond project and it was noted that this matter is still outstanding, but that Rob Fenton is continuing to work with David Howe on a solution.

Chair Chapman also reported that the Commission is not receiving up-to-date information regarding their accounts due to staffing issues at the CRD.

### **c) Recreation Report**

No further report

### **d) Communications Report**

Chair Chapman reviewed the scheduled contributors for upcoming Pender Post articles. Ray Pink will submit the November article, deadline October 20, 2017 at 9:00 am.

## **10. NEW/OTHER BUSINESS**

### **a) Saturna Commonality**

Chair Chapman reported that he has not received a confirmed date for the meeting. .

### **b) Fall Fair 2017, Saturday August 26, 2017**

Rob Burnett noted that the data from the survey at the Fall Fair has been circulated electronically.

### **c) September 23 Regional Trail Plan Review 11:30-2:30 CRD Driftwood Suite 31**

Chair Chapman noted that meeting would be useful for Commissioners to attend and that there is an evaluation form on the CRD website that must be completed by the end of the month.

**d) GINPR Liaison Meeting, Pender Island November 2, 2017**

Kathy Curtis noted that she may attend the meeting to request information about fire prevention work.

**e) Reprint of maps**

It was noted that the printing has been completed and the maps are stored at the Community Resource Centre.

**11. NEXT MEETING**

The next meeting will be held on Friday, October 20, 2017 at 9:00 am at the Pender Island Community Hall.

**12. ADJOURNMENT**

By general consensus, the meeting was adjourned at 12:34 pm.