

PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)
Minutes of a Regular Meeting
Friday, October 19, 2018 (9:00 am)
Plum Tree Court, North Pender Island

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

Regrets: Ben Maberley (Alternate to Director CRD SGI), David Howe (Director CRD SGI),

Public: Roy Moore, Alex Fraser, Graham Garlick, Andrea Mills

1. CALL TO ORDER

Chair John Chapman called the meeting to order at 9:01 a.m. He noted that the Commission is meeting in the Traditional Territory of the Coast Salish People.

Chair Chapman distributed certificates of appreciation for the Commissioners' volunteer services from the CRD. He also read a letter of thanks from the Chief Administrative Officer of the CRD.

2. APPROVAL OF AGENDA

Chair Chapman recommended the following additions:

- Delegations, Roy Moore
- Delegations, Alex Fraser
- 5 o) Conery Crescent

By general consensus, the agenda was approved as amended.

3. ADOPTION OF PAST MINUTES

a) Minutes of May 18, 2018, Regular Business Meeting

The following amendments were recommended:

- Under item 5j the word "allowed" be added.
- Under 5f and 5j removed the word "handicapped".
- Under item 5 remove concrete and leave the reference at "pads".
- Inclusion of the Rise And Report from the In Camera meeting.

By general consensus the minutes were adopted as amended.

4. DELEGATIONS AND PUBLIC PRESENTATIONS

Chair Chapman provided an overview of the ongoing matters at the Disc Park and introduced Alex Fraser.

Chair Chapman provided an overview of the administrative matters to be considered in the project including permits and funding.

Alex Fraser presented a model of the proposed temporary structure and provided an overview of the structure's design features, noting that although the structure is deemed temporary, it will be built with consideration of being long lasting.

A discussion was held regarding the siting of the structure. It was noted that the structure will be situated to avoid trees.

MOTION: Moved by Arnie Alksne, seconded by Kathy Curtis, that the Pender Islands Parks and Recreation Commission approve the design and proposed bid for the Disc Park temporary

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shelter, as presented, for a cost of up to \$15,500.00. Further that the funding of this project be provided by the Southern Gulf Islands Capital Regional District Director and if necessary additional funds be provided from the Commission Capital Funds. **APPROVED**

Note: Alex Fraser departed the meeting at 9:41 am.

Chair Chapman noted that Item 4, Delegations, will be returned to later in the meeting when additional delegations arrive.

5. MAINTENANCE REPORT

a) Stair Fittings

Chair Chapman noted that the stair fittings have come under scrutiny because they are corroding and that a particular designation of stainless steel (316L) is required. He further noted that the correct products are in the process of being sourced.

b) Data Base Status

Chair Chapman reported that this project is currently on hold. He noted that Paul Weyer, a member of the community with a background in software, has volunteered to research additional options.

c) Gowlland Point

Ben Symons reported that work has begun. Chair Chapman noted that a neighbour was concerned that the work may intrude on her property. Ben Symons offered assurance that he is mindful of property lines.

d) Welcome Bay

Ben Symons reported that he has placed a warning sign to alert the public to the fall risk due to the erosion. He also reported that he is evaluating an earthen step approach, which may also contribute to preventing further erosion.

e) Thieves Bay

Chair Chapman reported that the contract engineer has visited the site with GPS equipment and a survey expert to prepare an accurate map of the underground piping and clean out ports. He presented an interim sketch.

Kathy Curtis recommended considering planting vegetation during this process, as the site will be undisturbed for a lengthy period of time. Ben Symons agreed with the recommendation. It was recommended that the Magic Lake Property Owners Association be consulted as well.

There was general consensus that Kathy Curtis and Derek Wolff shall work with Ben Symons on the matter.

Note: Chair Chapman returned to Item 4, Delegations, at this time.

Chair Chapman introduced the Commission to Roy Moore. He provided an overview of the matter regarding the potential rezoning of a portion of the Danny Martin Ballpark for a possible lawn bowling site. He noted that there is a sense from the Islands Trust that the area is a protected area on which development would not be allowed. He further noted that if this were the case, rezoning would serve no purpose.

Chair Chapman recommended that Kathy Reimer, Registered Professional Biologist, be contracted to map and define the area. A discussion of finances was held and there was general consensus that the matter be reconsidered in the new year.

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A discussion of Shingle Bay as an alternative site option for a lawn bowling facility was held. During the discussion, Roy Moore presented a map of Shingle Bay and neighbouring properties. He noted that aside from the lot next door, no other properties will be impacted by the proposed development.

Roy Moore provided an overview of the development requirements, including the need for culverts, parking locations, and that the club and associated requirements will use approximately 3/4 of the park area.

There was general consensus that Roy Moore shall return to the next meeting with a comprehensive presentation for that site.

A discussion of pesticide and fertilizer use was held. Roy Moore provided an overview of the construction factors that reduce the impact of pesticide and fertilizer on the surrounding area.

Further discussion was held regarding the public use of the facility and whether a private club could be placed on a public park. There was general consensus that the CRD be consulted to investigate the matter through Chair Chapman.

A discussion was held regarding additional requirements including public consultation, permits, septic requirements, and biologist assessments. There was general consensus that septic field and public use could be limiting factors that should be considered before moving forward.

A discussion of additional site options was held.

There was general consensus that the Commission shall place a request for re-zoning with the Islands Trust and investigate the public use matters, and the Lawn Bowling Group shall prepare a detailed presentation and investigate the septic requirements.

Note: Roy Moore and Graham Garlick departed the meeting at 10:43 am.

A discussion of the proposal was held, including the challenges that the proposal may face from public opinion and permits.

Note: a break was held from 10:48 -11:05 am

Note: Chair Chapman noted a return to Item 5, Maintenance Report.

Chair Chapman and Ben Symons reported that there is a tree needing to be topped at Boundary Pass and the property owner is being consulted to account for preferences.

f) Drummond Bay

Chair Chapman reported that the property owner's concerns with the damage to his property have been addressed and the usage agreement signing issue has been passed to the CRD.

g) Lively Peak

Chair Chapman reported that the grass seed has been purchased, but that the native seed that was selected may not grow as well in the shade. There was general consensus that the sunny areas shall be seeded and any remaining seed shall be saved for later use.

It was noted that the cost of the seed and Ben Symons' time on the project shall be documented separately as there are remaining funds in the project's budget with the CRD.

h) Boatnook Status

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Chair Chapman noted that there are no further developments at this time.

i) Magic Lake Picnic Area

Chair Chapman reported that there has not been an update from the CRD at this time.

j) Disc Park

Chair Chapman noted that two trees were removed at the direction of the CRD.

Chair Chapman reported that the CRD Bylaw Officer Don Pender will be attending the next meeting, and that he has reported that there is alcohol use in the disc park.

Ben Symons noted that there is not currently a “no smoking” sign at the Disc Park. There was general consensus that all necessary signs need to be posted.

k) Enchanted Forest

Chair Chapman noted that the park entrance repairs and trail improvements will be allowed by the Islands Trust Conservancy and Ben Symons will complete the work well in advance of the Islands Trust’s July deadline.

l) Noise Complaint

Chair Chapman reported that a complaint was received regarding the dog park noise and that no prior notification of the pending dog park had been given to them. He noted that the Commission has confirmation that an information leaflet was left at the neighbour’s door.

m) Swimming Hole Smoking

Andrea Mills reported that RCMP is able to ticket smokers when they are being unsafe, but that the first recommendation is that clear signs be posted. There was general consensus that she shall provide a report of the information on the matter for the Commission.

n) Upkeep of Other Trails on Public Lands

Chair Chapman noted that the Galiano Commission pays for the maintenance of trails on all public lands, but not on private land. He noted that this may be relevant for the portion of the walking trail that exits on the Wein’s property and falls on the Road Right of Way. There was general consensus that this shall be done.

Ben Symons noted that there are currently three entrances to the Shingle Bay Park area. He recommended that the oldest entrance (middle one) and its boardwalk, which is in disrepair, be removed. There was general support of this proposal.

o) Conery Crescent

Chair Chapman reported that the owner of the horses has been located and has said that she will not walk horses on this trail again.

Note: Ben Symons departed the meeting at 11:31 am.

6. PRIORITY ITEMS

a) School Use Agreement Insurance

Chair Chapman noted that there is not an update at this time and that the new School Trustee will need to be updated on the matter.

b) Thieves Bay Lawn Project

Chair Chapman noted that the matter was discussed during the Maintenance Report.

c) Lawn Bowling

Chair Chapman noted that the matter was discussed during the Maintenance Report.

d) Master Plan Status

Chair Chapman noted that this project will need to be revisited and re-initiated.

e) Donor for Parks

Chair Chapman reported that a local family has donated \$7,500 for a children's playground and that they have indicated that they will match it with a further \$7,500. He also reported that the family has indicated that they would be willing to continue donating for further projects.

A discussion of potential ideas was held and it was noted that community input would be of benefit.

f) Proposed Bylaw to allow Bikes on Public Trails

Chair Chapman reported that due to staffing changes the matter has not been dealt with at the CRD level.

g) Community Use of Parks

It was noted that Derek Wolff's draft web content, concerning park event usage, would be circulated again for review and discussed at the next meeting.

h) Trail Guardian Program

A discussion of the program was held and it was noted that there may be new Commissioners in the new year who will need to be brought in on the project.

A discussion was held regarding the checklist provided by Kathy Curtis. It was noted that an inventory of the ecological assets should be created in order to better understand the impact that increased use is having on the areas.

It was noted that there are several books that contain information on the ecological assets of the parks. There was general consensus that these shall be circulated among the Commissioners.

7. CORRESPONDENCE

None.

8. REPORTS

a) SGI CRD Director's Report

None.

b) Chairperson's Report

None.

c) Treasurer's Report

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Rob Fenton noted that he, Chair Chapman, and the bookkeeper, will evaluate the funds that have been committed, but that have not yet been invoiced. They also noted that the process for reserving committed funds will be evaluated and developed.

Rob Fenton reported that he has completed an application for increasing the budget of the Commission. He noted that the details of where the increases would be allocated have not been finalized. There was general consensus that Rob Fenton shall investigate the matter further.

d) Recreation Report

Susan Parr reported that the recreation funds have been finalized.

e) Communications Report

Chair Chapman reviewed the scheduled contributors for upcoming Pender Post articles. Susan Parr will write the November article, due October 20, 2018. Ray Pink will write the December article, due November 20, 2018. Arnie Alksne will write the January article, due December 19, 2018.

Action Item: SP, RP, AA

9. NEW/OTHER BUSINESS

a) Gift to PIPRC from PICA

Chair Chapman reported that the book continues to be circulated among the Commissioners.

b) Commonality Meeting

Chair Chapman reported that the meeting will be held on Thursday, October 25, 2018. A discussion was held regarding transportation options. There was general consensus that the Commissioners shall travel by ferry.

c) Newcomers

Chair Chapman noted that the group will not be meeting for the foreseeable future.

d) Volunteer Day October 14, 2018

Chair Chapman reported that he attended the event, but that it did not produce any potential Commissioners.

Chair Chapman noted that the cost was \$10 for registration and there was general consensus that the invoice shall be covered by the Commission.

e) GINPR Liaison Meeting

Chair Chapman reported that he attended the meeting and discussed the pending work at Ainslie Point/Beaumont.

10. IN CAMERA

Note: Rob Fenton departed the meeting at 12:27 pm.

MOTION: Moved by Arnie Alksne, 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**

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

By general consensus, the closed meeting was adjourned at 12:43 pm and the meeting was reopened to the public.

Chair Chapman noted that there was not be a Rise and Report.

11. NEXT MEETING

The next meeting will be held on Friday, November 16, 2018 at 9:00 am at Plum Tree Court. It was also agreed that the following meeting shall be held on December 14, 2018, one week early.

12. ADJOURNMENT

By general consensus, the meeting was closed at 1:06 pm.