

PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)
Minutes of a Regular Meeting
Friday, June 21, 2019 (9:00 am)
Plum Tree Court, North Pender Island

Present: Tom Bell, Susan Parr, Ray Pink, Derek Wolff, John Chapman, Arnie Alksne, Hans Tammemagi, Ben Symons (Maintenance Contractor), Shannon Brayford (recorder)

Regrets: David Howe (Director, CRD, SGI)

Guests: None

1. CALL TO ORDER

Chair Tom Bell 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.

2. APPROVAL OF AGENDA

By general consensus, the agenda was approved as presented.

3. Minutes

a) Minutes of April 23, 2019

The following amendments were recommended:

- It was recommended that under item 11, that the date be corrected to May 7, 2019

There was general consensus that the minutes be adopted as amended.

b) Minutes of May 7, 2019

The following amendments were recommended:

- It was recommended that the location be amended to and time
- Under Don Peden's comments on page 13 that the duplicate "the" be removed
- On page that Derek Wolff's comment be amended to "willing to consult among themselves"

There was general consensus that the minutes be adopted as amended.

c) Minutes of May 17, 2019

The following amendments were recommended:

- Item 3 ad hoc committee report second bullet, remove "to them".
- Page 5 Kirk-Gushowaty
- Page 7 under garbage collection at disc park. That "as" be replaced with "has" and finish the sentence with "the disc park will handle the garbage".

There was general consensus that the minutes be adopted as amended.

4. DELEGATIONS AND PRESENTATIONS

None.

5. MAINTENANCE REPORT

It was noted that Ben Symon's report was circulated electronically.

a) No Smoking Signage

Ben Symons reported that he is working through the trails and parks to move the signs to be more prominent.

A discussion was held regarding increasing the number of signs and posting them on benches. It was noted that attaching signs to benches and picnic tables should be considered. There was general consensus that No Smoking all weather stickers be sourced.

It was further recommended that the PIPRC consider partnering with the Fire Department Fire Safe program at Swartz Bay to ensure that the No Smoking in Parks message is announced on ferries.

b) Gowlland Point Staircase

John Chapman reported that Ministry of Transportation and Infrastructure has visited the site and is satisfied with the solutions put in place by Ben Symons. John Chapman further noted that MOTI may make improvements in the autumn.

Ben Symons reported that Pender Island Waste Management responded that Dog Station pick up would not be available at that location.

c) Boat Nook Status

No new information. John Chapman recommended that John Henshaw be contacted by the Chair. Chair Bell acknowledged the request.

d) Thieves Bay

Ben Symons reported that the fence at the outhouse is in disrepair and recommended that it be removed. There was general consensus in support.

Ben Symons reported that the lawn is growing as expected. He noted that some of the clean outs have settled so that the caps remain raised above the grade. It was noted that John Henshaw shall be contacted about fixing the matter and that the lawn maintenance contractor has provided a document with the locations.

e) Rope-Capstan Trail Drainage

John Chapman reported he visited the site with an MOTI representative. He provided an overview of the drainage issue and the cooperation anticipated from the neighbouring properties. He further noted that the drainage at the Capstan end can be solved by redirecting the water. He further noted that the neighbour is cooperative, but it is being recommended that a Right of Way or Easement be sought for the ditch to ensure its maintenance in perpetuity.

Derek Wolff agreed to work on this project with the support of John Chapman.

f) Ball Park Maintenance

John Chapman reported that he has received calls from the Ball Park noting that the volunteers no longer have the capacity to maintain the park. He provided an overview of the maintenance required.

A discussion was held regarding the extent to which the Commission should go to manage sports facilities on the island. There was general consensus that a small group (Hans Tammemagi and John Chapman) shall discuss the matter further with the baseball volunteers and report back.

g) Ball Park Lawn Care

John Chapman reported that there have been complaints of the lawn care at the Ball Park. He noted that Steve Wright has agreed to provide information to the current lawn maintenance person on how to properly mow a ball diamond.

h) Shed Maintenance

Ben Symons recommended that a small room be partitioned within the shed in order to ensure the space is dry and secure for the storage of files and other materials. He noted that he has priced the materials to approximately \$600 and the total cost of about \$2000 with labour.

Hans Tammemagi noted that alternatives would be renegotiating the lease with the Community Resource Centre or repairing the shed all together.

John Chapman reported that he has had the shed examined by a roofer who has quoted approximately \$11,000.00 to repair the roof. It was noted that the rafters may also require replacement, which could double the cost.

A discussion of the capital budget was held.

MOTION: It was moved by Arnie Alksne, and seconded by Hans Tammemagi, that the Pender Islands Parks and Recreation Commission approve the expenditure of up to \$500 to obtain an assessment of the roofing structure at the Maintenance Shed. **CARRIED**

i) Other Items

Ben Symons noted that a neighbour has recommended that a warning sign be posted at Craddock Trail to alert dog owners of the grouse and its danger to their paws.

Chair Bell noted that an outhouse report was circulated electronically and that it was received for information.

6. PRIORITY ITEMS

a) Commonality

Chair Bell noted the value of the meeting and there was general consensus that the meeting was a success.

Note: A break was held from 10:20 am – 10:32 am.

b) PIPRC Bylaw Revision

Chair Bell noted the bylaw revision package was circulated electronically and spoke in favour of the bylaw stating that fines can be issued for failure to obey signs.

Recommendations and comments were made, including the following points:

- Arnie Alksne spoke in favour of allowing electric bikes should bikes be allowed on trails.
- Derek Wolff noted that heavy equipment is disallowed in parks and that this should be reviewed in consideration of work being done in parks.
- John Chapman recommended consideration of the prohibition of fuel use and there was general consensus that an overarching prohibition be added in the future.
- John Chapman recommended that disposal of refuse on park property and in outhouses be prohibited with greater strength and that increasing the fines be considered.

It was noted that any amendments to the bylaw will be considered and incorporated after the meeting of the Capital Regional District Board, as the first priority is to meet their meeting deadline.

MOTION: It was moved by John Chapman, seconded by Arnie Alksne, that the Pender Islands Parks and Recreation Commission approve the Bylaw Package for CRD Bylaw Nos. 4307 and 4309 as sent June 18, 2019, from Justine Starke. **CARRIED**

c) Asset Management

John Chapman reported that the consultant plan is still in draft form. He gave an overview of the project and noted that the Commissions are looking to coordinate with each other and other CRD groups to improve the cost efficiency of hiring consultants to complete the work.

Note: Seven members of the public arrived at 10:58 am

d) Dog Park

Chair Bell welcomed the guests in attendance and provided an overview of the role of the small group struck within the Commission to address the complaints against the dog park.

MOTION: It was moved by John Chapman, seconded by Hans Tammemagi, that the Pender Islands Parks and Recreation Commission, agree to the following:

1. The following hours of operation (8 am – 8 pm Monday -Saturday, closed on Sundays and during baseball games)
2. Installation of new signs in consultation with stakeholders and consideration of the pending PIPRC bylaw Amendment
3. Construction of a wooden fence on the inside of the fence to limit dogs' ability to see and reduce excitability of dogs.
4. Installation of moveable benches and a structure for weather protection.

MOTION: It was moved by John Chapman, seconded by Arnie Alksne, that in consultation with Youth Sports, the Pender Islands Parks and Recreation Commission consider installation of a netting to prevent balls from entering the Dog Park. **CARRIED**

MOTION: It was moved by Hans Tammemagi, seconded by John Chapman, that the Pender Islands Parks and Recreation Commission actively consider proposals for the establishment of a Dog Park at an alternative location on its lands. **CARRIED**

MOTION: It was moved by John Chapman, seconded by Derek Wolff, that the Pender Islands Parks and Recreation Commission investigate hiring a part time of Bylaw Enforcement Officer, in accordance with Capital Regional District regulations, and for an approximate annual cost of up to \$5000.00. **CARRIED**

Chair Bell noted that he will contact representatives from the stakeholder groups for their input on the information to be put on the sign. There was general consensus that the small group be given authority to move forward with implementing the motions and that they continue to update the Commission on their progress by email.

e) Youth Sports Licence Renewal

John Chapman reported that there are challenges with the language in the agreement as they seem to place an extraneous burden on the organization. He noted that he will continue to keep the Commission up to date.

f) Magic Lake Dock

Arnie Alksne reviewed the quote from Ben Symons for a total cost of approximately \$9000.00.

A discussion of the proposed dock, consultation with stakeholder groups, and biological reports that have been conducted was held.

There was general consensus that Arnie Alksne shall make contact with Deb Morrison, North Pender Island Local Trust Committee or an Islands Trust Planner, in order to develop a better understanding of the process moving forward.

7. CORRESPONDENCE

None.

8. REPORTS

a) Director's Report

None.

b) Chairperson's Report

Chair Bell noted that Jan Kirkby sent a letter of resignation and acknowledged that all Commissioners received that letter directly. He noted that the Commission is regretful of the resignation and that she is thanked for her contributions.

Chair Bell noted that he is in discussion with the CRD regarding the process for having a replacement Commissioner appointed and that he will report back once he has received a response.

c) Treasurer's Report

Susan Parr noted that there was not a report received from the bookkeeper, but that the current balance of the accounts appears to be consistent with expected spending.

Susan Parr also noted that John Chapman has generated a list of expected costs and projected items that the Commission has tentatively approved. She noted that prioritization of the items is required.

There was general consensus that a strategic planning meeting be scheduled for the next regular meeting and that the matters of that regular meeting to condensed. It was further noted that John Chapman shall circulate the list generated at the last Strategic Planning session and the 2008 Master Plan.

d) Recreation Report

Susan Parr reported that the website has been updated with the new forms and that these new forms are also in the Community Box.

She noted that as Treasurer she is requesting that someone else volunteer to manage the recreation funding, working with her this year and assuming the position for 2020.

No Commissioner were able to volunteer for the position.

e) Communications

It was noted that Hans Tammemagi will write the August edition and continue to write the articles moving forward.

9. OTHER BUSINESS

a) Rezoning Practice of Islands Trust

John Chapman provided an overview of the history of the matter. There was general consensus that John Chapman circulate the related memo and that the matter be considered at a future meeting.

10. NEXT MEETING

The next meeting will be held on Friday, July 19, 2019 at 9:00 am at Plum Tree Court.

11. ADJOURNMENT

By general consensus, the meeting was closed at 12:22 pm.