

**PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)**  
**Minutes of a Regular Meeting**  
**Friday, August 16, 2019 (9:00 am)**  
**Plum Tree Court, North Pender Island**

**Present:** Tom Bell, Susan Parr, Ray Pink, Derek Wolff, 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 8:59 a.m. He noted that the Commission is meeting in the Traditional Territory of the Coast Salish People.

**2. APPROVAL OF AGENDA**

Chair Bell made the following recommendations:

- That the Treasurers Report, Recreation Report, and Budget matters be moved ahead in the meeting.
- That the Commission plan to have the Strategic Planning Session take the bulk of the meeting.
- That the Commission's attendance at the Fall Fair be added under new business.
- That additional items be postponed in the interest of time.

By general consensus, the agenda was approved as presented.

**3. APPROVAL OF MINUTES**

**a) Minutes of July 19, 2019, Regular Business Meeting**

By general consensus the minutes of July 19, 2019 were adopted as presented.

**4. DELEGATIONS**

None

**5. REPORTS**

**a) Director's Report**

None.

**b) Chairperson's Report**

None

**c) Treasurer's Report**

Susan Parr provided an overview of the budget and noted that it was circulated electronically prior to the meeting.

A discussion was held regarding the projections. Susan Parr provided an overview of the process for receiving the budget and generating a 5-year projection.

A discussion was held regarding the rental of the space at the Community Resource Center (CRC) and there was general consensus that Tom Bell and Susan Parr shall discuss that contract and its value with the CRC with the view of negotiating a lower rate.

**MOTION:** It was moved by Tom Bell, and seconded by Hans Tammemagi, that the Pender Islands Parks and Recreation Commission approve the 2019 proposed budget, circulated August 14, 2019, as presented and direct Treasurer, Susan Parr, to apply all necessary changes if recommended by the Capital Regional District Accounting Department. **CARRIED**

**MOTION:** It was moved by Susan Parr, and seconded by Ray Pink, that the Pender Islands Parks and Recreation Commission, directs the Capital Regional District to apply all excess funds as reflected in the 2019 Budget be applied to the Capital Fund. **CARRIED**

#### **d) Recreation Report**

Susan Parr reported that the application deadline is August 31, 2019. She noted that once the applications are received she will distribute a portion of them to each Commissioner with the spreadsheet for them to populate.

Susan Parr further noted that a meeting will be held in early September to review the applications and develop a recommendation that can be brought to the September meeting.

#### **e) Communications**

It was noted that Hans Tammemagi will continue to write the monthly submission to the Pender Post.

### **6. MAINTENANCE REPORT**

Ben Symons noted that the report was circulated electronically.

The following items were discussed:

- Installation of additional 4-way signs. Ben Symons noted that he has installed all of the signs and would like to order additional signs to keep on hand. There was general consensus in support of this.
- Storage of boats at Magic Lake swimming hole. Ben Symons recommended that a notice be posted to deter further storage. There was general consensus in support of this.

A discussion was held regarding camping infractions enforcement. Ben Symons reported that the RCMP has informally indicated that they would like an invitation to a future meeting to learn more about the bylaws that need to be enforced.

Ben Symons recommended that the Shingle Bay swing set area be considered for improvement with drainage and replacement of the swing set.

Note: A Strategic Planning Session was held until 11:18 am and Susan Parr departed the meeting during that time.

## **7. OTHER BUSINESS**

### **a) Fall Fair**

A discussion of the Fall Fair was held and the following points were noted:

- Display screens will be found, Arnie Alksne to call John Chapman
- Set up will be held on Friday.
- Ray Pink (10-12), Derek Wolff (9-10), and Tom Bell will be available to staff the table.
- The same survey as at the open house will be used. (Clipboards, pens, printed surveys required)

### **b) Commissioner Applicants**

Chair Bell noted that three applications have been submitted and the applications will be considered after the closing date.

## **8. IN CAMERA SESSION FOR PERSONNEL AND PROPERTY MATTERS**

None.

## **9. NEXT MEETING**

The next meeting will be held on Friday, September 20, 2019 at 9:00 am at Plum Tree Court.

## **10. ADJOURNMENT**

By general consensus, the meeting was closed at 11:31 am.