

PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)
Minutes of a Regular Meeting
Friday, January 17, 2020 (9:30 am)
Plum Tree Court, North Pender Island

Present: Michael Symons, Susan Parr, Derek Wolff, Hans Tammemagi, Ron Underhill, Ben Symons (Maintenance Contractor), Shannon Brayford (recorder)

Regrets: David Howe (Director, CRD, SGI), Bruce Alexander

Guests: 1 member of the public

1. CALL TO ORDER

Chair Symons called the meeting to order at 9:30 am.

He invited a member of the public to provide information on to what he would like to address the Commission.

2. APPROVAL OF AGENDA

It was recommended that item 7b) "Contact List" and Item 5b) "Capstan Trail" be added to the agenda.

By general consensus, the agenda was approved as amended.

3. DELEGATIONS

Richard Peterson, a member of the public, requested information about the future of the Magic Lake Dog Park location and whether the Commission would be closing the Magic Lake location if a second location were opened.

He provided an overview of the negative impact that the location is having on the neighbours. He specifically noted that the neighbours are being put in a difficult situation having to police their neighbours and business clients who may be breaking the rules.

The Commission discussed the information that was provided

There was general consensus that Ben Symons explore a new sign option that makes the rules and hours more clear.

There was general consensus that Ron Underhill shall contact Don Peden to discuss the role of bylaw enforcement in monitoring the park.

AI: RU

4. APPROVAL OF MINUTES

a) Minutes of December 20, 2019, Regular Business Meeting

The following amendments were recommended:

- Remove "Arnie Alksne" from those present
- Change time of the meeting from 9:00 to 9:30.
- Remove introduction.
- That "Poeple" be added as Ursula's last name

By general consensus the minutes of December 20, 2019 were adopted as amended.

5. MAINTENANCE REPORT

Ben Symons provided an overview of the report circulated electronically.

a. Dog Stations

It was noted that the dog stations can overflow. A discussion was held and there was general consensus that Ben Symons shall speak with the contractor about improving service and possibly adding more storage containers.

b. Capstan Trail

Derek Wolff provided an overview of concerns with water and drainage at the site, including a neighbour's concern that the road drainage floods a portion of her property. A discussion of drainage and the construction of boardwalks was held.

c. Ursula Poepke, plants

Ben Symons provided an overview of where the plants could be used at Thieves Bay.

d. Shed For Storage

Chair Symons provided an overview of the option of storing documents at the maintenance shed.

Ben Symons reviewed the renovations that would be required to make a suitable dry space.

Note: A break was held from 10:30 am – 10:52 am.

6. OLD BUSINESS

a) PIPRC Openings

Chair Symons noted that an ad could be placed in the Pender Post . There was general consensus that a small ad be placed and that Shannon Brayford shall submit it on the Commission's behalf.

b) Master Plan

Chair Symons provided an overview of the progress and noted that further discussion would be held with Hans Tammemagi is present. He encouraged the Commissioners to read the current Master Plan.

7. CORRESPONDENCE

a) Saturna Commonality Meeting

Chair Symons provided an update and noted that April 7, 2020 was communicated to the Saturna Islands Parks and Recreation Commission as this Commission's preferred date.

b) Correspondence list

There was general consensus that Shannon Brayford shall collect and compile a list of contact information for the Commissioners.

8. REPORTS

a. Director's Report

None

b. Chairperson's Report

Chair Symons reported that SGI CRD Director Dave Howe and the Green Angels assisted in the clean up of the downed tree situation at Thieves Bay. He further reported that some of the cedar was delivered to a representative of a local First Nations to use for funereal ceremonies.

c. Treasurer's Report

Susan Parr reported that she has not received the annual statement from the CRD.

Susan Parr noted that the tree removal at Thieves Bay was more costly than anticipated.

MOTION: It was moved and seconded that, the Pender Islands Parks and Recreation Commission approve a second payment to Bears Tree Removal for the remaining \$800 of his recent invoice. **CARRIED**

Susan Parr recommended that the Commission review and plan for capital projects and there was general consensus in support of the recommendation.

d. Recreation Report

Susan Parr reminded the Commission that she stepped down from the position of managing the Recreation funding.

e. Communications

There was general consensus that an ad for new commissioners shall be placed and the meeting notice will be provided, but no article will be submitted.

9. OTHER BUSINESS

a) Document Handling

Chair Symons provided an overview of the issues at hand.

It was noted that In Camera meeting minutes are not to remain sealed indefinitely and the organization has an obligation to review and make public any that no longer meet the requirements for remaining In Camera. There was general consensus that this shall be done annually by one of the Commissioners.

It was further agreed that Shannon Brayford shall get info on digitizing records from the CRD.

MOTION: It was moved and seconded that, the Pender Islands Parks and Recreation Commission close the public meeting and move to an In Camera session under section 90(1)(e) for discussion of potential acquisition of real property. **CARRIED**

At 11:46 am Chair Symons recalled the meeting to order and noted that there was no rise and report to be delivered.

10. NEXT MEETING

The next meeting will be held on Friday, February 21, 2020 at 9:30 am at Plum Tree Court.

11. ADJOURNMENT

By general consensus, the meeting was closed at 11:49 am.