

**PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)**  
**Minutes of a Regular Meeting**  
**Friday, July 24, 2020 (9:30 am)**  
**Shingle Bay Park, North Pender Island**

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

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

**Guests:** None

**1. CALL TO ORDER**

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

**2. APPROVAL OF AGENDA**

By general consensus, the agenda was approved as amended.

**3. APPROVAL OF MINUTES**

**a) Minutes of June 19, 2020 , Regular Business Meeting**

By general consensus the minutes of June 19, 2020 were adopted as presented.

**4. DELEGATIONS**

None

**5. MAINTENANCE REPORT**

Ben Symons provided an overview of the report circulated electronically.

**a. Shingle Bay Park Swing Set**

Ben Symons provided an overview of the requirements for wood-shavings under a swing set and the estimated cost. A discussion was held and the Commissioners viewed the swing set. There was general consensus that Chair Symons shall review playground requirements and report back at the next meeting for further discussion.

**b. Bricky Bay**

Ben Symons reported that the new sign should be delivered around the end of the month and that the installation site has been selected.

**c. Maintenance Shed Re-Roofing**

Ben Symons requested direction on acquiring a contractor for the re-roofing project. A discussion of the Capital Regional District (CRD) procurement requirements was held and

there was general consensus that Derek Wolff shall work to obtain three written quotes, if possible.

## **6. CORRESPONDENCE**

### **a) Lively Peak Trail Installation**

Hans Tammemagi provided an overview of the correspondence, which requests installation of a trail from Ketch Road and Captains Crescent to meet up with the Lively Peak Trail.

A discussion of the Lively Peak Trail was held. There was general consensus that Ben Symons shall review the site and provide recommendations for discussion at a future meeting.

### **b) Magic Lake Swimming Hole Dock**

Chair Symons provided an overview of a community member's concerns with the Magic Lake Swimming Hole dock including the angle of the ladder, protruding nails, and geese defecation.

It was noted that the ladder angle is intentional, wildlife is not within the Commission's scope of control, and that Ben Symons regularly inspects the dock for protruding nails.

### **c) Dog Park**

A discussion of the recently raised issues regarding the dog park was held. It was noted that lack of parking has been mentioned as an issue, but that ample parking is available in the Danny Martin Park parking lot.

A discussion of the Dog Park and the ongoing community correspondence was held. There was general consensus that Chair Symons shall follow up with the dog park representatives who recommended a new park mid-island.

### **d) Boat Ramps**

Chair Symons provided an overview of the ongoing discussion among CRD staff and local parks commissions regarding the installation, maintenance, and improvements of boat ramps. He noted that it has been recommended that the Harbours Commission take lead on such projects, but no further progress has been made.

### **e) Islands Trust Trustee, Ben McConchie**

Chair Symons provided an overview of several recommendations from the North Pender Island Trustee, Ben McConchie, including recommendations that both the Schooner-end of Magic Lake and Mortimer Spit be designated as parks. Chair Symons reported that the Trustee had passed along community concerns with the state of Mortimer Spit and the state of repair of the roller rink, and also encouragement that PIPRC increase their maintenance budget to actively target the management of invasive species.

### **f) Reconnecting North and South Pender Island**

Chair Symons provided an overview of the correspondence circulating among North and South Pender Islands Trustees, CRD Regional Director David Howe, and local community members proposing removal of the Canal RoD bridge and reconnection of the islands.

### **g) Donor**

Chair Symons read an email from a member of the community who was seeking confirmation that his second donation was received. There was general consensus that Chair Symons shall contact the donor.

**h) Danny Martin Park ReZoning**

Chair Symons provided an overview of the email from the Islands Trust regarding an application for rezoning Danny Martin Park. There was general consensus that pursuing the rezoning was not a current priority for the Commission.

**7. REPORTS**

**a. Director's Report**

None

**b. Chairperson's Report**

No further items

**c. Treasurer's Report**

Chair Symons noted that Susan Parr had sent her regrets.

**d. Recreation Report**

Chair Symons noted that Susan Parr has declined to continue serving as both Treasurer and overseer of the Recreation funding. He invited volunteers for either position, but none were heard.

Chair Symons reported that Susan Parr has sent information regarding the state of the project to reclaim unspent recreation funding. A discussion of the difficulties of this process was held and it was agreed that Chair Symons shall discuss the matter with the CRD and also determine if the funding cycle timing can be altered due to COVID.

**e. Communications**

Hans Tammemagi reminded the Commissioners to email him with any ideas for information and photos in the Pender Post article. It was noted that the Recreation Funding should be mentioned.

**8. OTHER BUSINESS**

**a) Mortimer Spit**

There was general consensus that Chair Symons shall invite Ron Henshaw to review the site for alternative parking options.

**b) School Use Agreement**

Chair Symons provided an overview of the recommendation from the CRD that recreational users be covered by an insurance policy paid for by the PIPRC for an annual cost of \$1500.00.

A discussion of the process for selecting groups that will receive the coverage was held. There was general consensus that Chair Symons shall seek additional information from the CRD and report back.

## 9. NEW BUSINESS

### a) Outstanding Projects

Chair Symons outlined three projects as that remain outstanding and that could be completed by the Commission. The projects included:

- Ministry of Transportation and Infrastructure (MOTI) agreement for parking space at Starvation Bay
- Shingle Bay Restoration project
- Ainslie Point Trail

Hans Tammemagi volunteered to lead the Ainslie Point trail project, Derek Wolff volunteered to lead the Starvation Bay project, and Chair Symons volunteered to lead the Shingle Bay Restoration project.

## 10. IN CAMERA

**MOTION:** It was moved and seconded that the Pender Islands Parks and Recreation Commission shall close the public meeting to enter an In Camera Session under Community Charter s. 90(1)(a) for discussion of contract matters. **CARRIED**

Chair Symons recalled the public meeting to order at 12:16 pm. He reported that the Commission had discussed and decided contract matters for the lawn mowing and outhouse maintenance contracts.

## 11. NEXT MEETING

The next meeting will be held on Friday, September 18, 2020 at 9:30 am at Mortimer Spit.

## 12. ADJOURNMENT

By general consensus, the meeting was closed at 12:16 pm.