

PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)
Minutes of a Regular Meeting
Friday, August 21, 2020 (9:30 am)
PIPRC Maintenance Shed, North Pender Island

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

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

Guests: None

1. CALL TO ORDER

Chair Symons called the meeting to order at 9:41 am. He acknowledged the meeting being held on the land of Tsawout Nation.

2. APPROVAL OF AGENDA

By general consensus, the agenda was approved as presented.

3. APPROVAL OF MINUTES

a) Minutes of July 24, 2020 , Regular Business Meeting

It was recommended that the following amendments be made:

- Delete the first two paragraphs under item 8a, Mortimer Spit.
- Correct "Ainsley" to "Ainslie"
- Delete second paragraph under Item 7d, Recreation Report

By general consent, the minutes were adopted as amended.

4. DELEGATIONS

None

5. MAINTENANCE REPORT

Ben Symons provided an overview of the report circulated electronically.

a. Sign for Bricky Bay

Ben Symons displayed the sign of historical information for the Commissioners to review. There were general remarks of approval for the design.

b. Lively Peak Trail Extension

Ben Symons provided an overview of his assessment of the site and the rationale for his recommendation that the trail not be extended as the community member proposed.

There was general consensus that the Commission will proceed no further.

c. Trail at Ainslie Point

Chair Symons provided an overview of the project and its history. A discussion of the project was held and Hans Tammemagi reported on his progress and challenges compiling historical paperwork or locating a Ministry of Transportation and Infrastructure (MOTI) licence.

There was general consensus that Hans Tammemagi shall compile a list of impacted neighbours, contact the surveying firm to obtain a copy of the survey, and continue progress on the project.

d. Mortimer Spit Parking

Ben Symons reported on his consultation with Ron Henshaw and the recommendations received to place two parking spots and a drop off site at ocean level, with further parking at the road. A discussion of the recommendations was held.

e. Shed Roof

Derek Wolff reported that he discussed the project with the Capital Regional District (CRD) staff and has received the names for three companies that would meet CRD requirements. A discussion of the benefits and drawbacks of including CRD staff in the project was held.

There was general consensus that Derek Wolff shall seek information and report back on the process for having off island contractors to the site, as well as associated costs for the staff work and procurement of quotes.

Note: There was general consensus that the In Camera agenda item be moved ahead.

6. 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**

At 11:00 am Chair Symons reopened the public meeting and provided a rise and report that Ben McConchie's name shall be forwarded to the Capital Regional District Board for appointment to the Commission.

7. CORRESPONDENCE

a) Magic Lake Swimming Hole

Chair Symons reported on a community member's complaint regarding people using chairs and crowding the dock. A discussion was held and there was sympathy with the issue, but general consensus that additional signage would not prevent the behaviour.

b) Invasive Deer

Chair Symons reported that a member of the community had communicated concern with the impact of deer over-grazing and destroying the habitat of ground nesting birds. It was noted that the Commission does not have jurisdiction over wildlife.

c) Debris at Sailor Road Easement

Chair Symons reported that the local Bylaw Enforcement officer, Don Peden, alerted him to the dumping of construction debris on parks land near Sailor Road Easement.

There was general consensus that Chair Symons shall respond to the complaint and evaluate whether the material is on parks land or not.

d) Instalment of a Memorial Plaque at Bricky Bay

Chair Symons reported that a member of the community would like to install a commemorative sign at Bricky Bay.

A discussion of the practice of memorial plaques and benches, etc was held. The administrative burden of monitoring such a program was discussed and there was general consensus that the Commission shall continue the practice of not permitting private party plaques on parks land.

e) Topping of Trees on Heart Trail

Chair Symons provided an overview of the request to have trees topped that are on Parks Property and along the property owner's property line. He noted that the request was prompted by the property owner's concern with the safety of the trees.

There was general consensus that Ben Symons, who is certified to complete such work, shall be asked to visit the site and assess the safety of the trees.

f) SGIEA Sustainable Services Delivery Plan

Chair Symons provided an overview of the plan and the assessment of PIPRC's assets included in the document.

g) Potential Property Donation

Hans Tammemagi noted that a member of the community wrote to identify an abandoned property and willingness to seek a potential donation or purchase. There was general consensus that he shall respond and seek additional information.

h) Clean Air Signs

Chair Symons reported that the CRD will be sending "Clean Air" signs for installation at trails.

8. REPORTS

a. Director's Report

None

b. Chairperson's Report

No further items

c. Treasurer's Report

Susan Parr provided an overview of the CRD report. She further noted that the draft budget is coming due. There was general consensus that Susan Parr shall seek additional support from the bookkeeper as needed.

d. Recreation Report

Chair Symons reported that he discussed the CRD's policy on recalling recreation funding with CRD staff.

There was general consensus that, in general, the Commission shall move forward with recreation funding and that Hans Tammemagi shall reach out to the largest recipient, the Community Hall, for further information on their spending of the funds.

A discussion of accepting applications was held and a deadline of October 31, 2020 was set. There was general consensus that Shannon Brayford shall provide administrative support of the project.

e. Communications

Hans Tammemagi reported that the article was submitted for next month.

9. OTHER BUSINESS

a) Joint Use Agreement, User Group Insurance

Chair Symons reported that he contacted the CRD about the process for selecting which groups would be covered by the blanket insurance. He further reported that should the Commission provide the blanket insurance, all groups will be covered without exclusion.

A discussion of the matter was held.

There was general consensus that the Commission shall provide the group insurance on a trial basis for 1 year and shall review the project and the list of users covered at the end of the year.

b) Parking at Starvation Bay

Derek Wolff provided an update on the matter and his conversations with the Ministry of Transportation and Infrastructure (MOTI). He noted that he expects to hear back from the organization again and will report back.

c) Shingle Bay Restoration

Chair Symons provided an overview of the project and its scope. A discussion of the matter was held and there was general consensus that quotes shall be sought to improve the drainage at the site.

d) Master Planning Session

There was general consensus that a meeting shall be held at the Maintenance Shed and that a date will be determined by email.

10. NEW BUSINESS

None

11. NEXT MEETING

The next meeting will be held on Friday, September 18, 2020 at 9:30 am at the Maintenance Shed.

12. ADJOURNMENT

By general consensus, the meeting was closed at 12:14 pm.