

**PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)**  
**Minutes of a Regular Meeting**  
**Friday, March 12, 2021 (9:30 am)**  
**Electronic By Zoom**

**Present:** Ben McConchie, Hans Tammemagi, Susan Parr, Derek Wolff, Barry Mathias, Tim Frick, Rob Fawcett, Arnie Alksne, David Howe (SGI CRD Director), Paul Brent (Alternate Director CRD SGI), Ben Symons (Maintenance Contractor), Shannon Brayford (recorder)

**Regrets:** None.

**Guests:** Ilse Phillips (Volunteer Coordinator)

**1. CALL TO ORDER**

Chair McConchie called the meeting to order at 9:30 am and invited each member of the Commission to introduce themselves.

**2. APPROVAL OF AGENDA**

It was recommended that the following items be added to the agenda:

- Volunteer Subcommittee to prior to item 6b
- Move discussion of shed roof to an in camera meeting and that it be held after item 6a
- Whale trail under new business item 8d
- Natural asset management added as item 7d

By general consensus the agenda was approved as amended.

**3. APPROVAL OF MINUTES**

**a) Minutes February 12, 2021, Regular Business Meeting**

By general consensus the Minutes of February 12, 2021 were adopted as presented.

**4. DELEGATIONS**

None.

**5. COMMUNICATIONS**

None.

**6. REPORTS**

**a) Maintenance Plan**

Ben Symons noted that his report was circulated electronically.

**a. Mortimer Spit**

Chair McConchie provided an overview of the history of maintenance of Mortimer Spit.

A discussion was held regarding the options for either continuing to maintain the spit or to close the area to vehicle access.

The Commission noted that they would like to understand the cost of the current maintenance grading, the impact that closing the spit to parking would have on the community use of the area, and whether the biological value of the area ever been officially studied.

There was general consensus that Ben Symons shall move forward with the grading of the spit and that the Commission shall consider the future of the Mortimer Spit at a future meeting.

**Note:** Item 8c was moved ahead in the agenda

Chair McConchie acknowledged Ilse Phillips, the volunteer coordinator.

Ilse Phillips provided an overview of her vision for the volunteer program. She recommended that a *Friends of the Trails* program be initiated. She also noted additional program ideas including:

- Trail walking challenge months
- Trail of the month program

There was general consensus that the program move forward with the understanding that all volunteers will sign the appropriate waivers.

Note: Item 7b was moved to this point as an amendment to the agenda.

**MOTION:** It was moved and seconded, that the Pender Islands Parks and Recreation Commission close the public meeting in accordance with the Community Charter, Part 4, Division 3, s. 90 (1) (g) for the purpose of considering matters of litigation or potential litigation affecting the Commission and s. 90 (1) (j) for the purpose of considering information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act; and that Shannon Brayford and Ben Symons be included in the meeting.

**CARRIED**

The regular meeting was closed at 10:18 am and Chair McConchie reopened the public meeting at 10:41 am and provide the following motions as a Rise and Report:

**MOTION:** It was moved and seconded that the Pender Islands Parks and Recreation Commission approve an increase in the roofing contract with Smythe Roofing for a total cost of \$16547.18.

**CARRIED**

**MOTION:** It was moved and seconded that the Pender Islands Parks and Recreation Commission approve the payment of the material only for the lean-to roof for a total cost of up to \$1200.00

**CARRIED**

## **b) Chair's Report**

Chair McConchie reported that the Capital Regional District (CRD) has an Invasive Species Management Group that can be applied to for work on up to five sites.

Ben Symons recommended that the areas heavily impacted by broom, gorse, and daphne be prioritized.

It was noted that the application is required by March 15, 2021 and there was general consensus that Chair McConchie shall complete the application and circulate it for comment prior to submission.

Chair McConchie further noted that a member of the community has written about his intention to submit a proposal for hosting a music and market evening at Thieves Bay on Thursdays in July.

Note: Item 8d was moved ahead in the agenda by general consensus.

Tim Frick and Ben Symons provided an overview of the project and installation recommendations. It was noted that the longevity of the project and selection of appropriate sites at each location should be carefully considered.

**MOTION:** It was moved and seconded that Pender Islands Parks and Recreation Commission approve the Pender Ocean Defenders application for installation of Whale Trail Tile Board Installation for a total cost of up to \$700.00 at the trail heads of Gowlland Point, Stuart/Moresby, and Oaks Bluffs.

**CARRIED**

#### **c) Treasurer's Report**

Susan Parr provided an overview of the financial report and noted that the cost of roof repair was included in the incorrect budget, but that this would be rectified.

She further noted that the trail books have sold a suitable quantity to start turning a profit as of this month.

Susan Parr recommended that the Commission consider:

- Printing generic business cards for the PIPRC Commissioners without names.
- Printing additional maps for distribution at the Community Resource Centre

There was general consensus that Arnie Alksen and Susan Parr shall move forward with the required printing.

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

No comments.

#### **e) Communications**

Hans Tammemagi provided an overview of Pender Post Articles.

Note: SGI CRD Director Dave Howe joined the meeting at 10:31 am

### **7. OLD BUSINESS**

#### **a. Master Plan:**

It was noted that a digital template was circulated prior to the meeting. The Commission held a general discussion of the overall structure of the Master Plan and there was general support.

The Commission agreed to send remarks on specific content to Shannon Brayford for inclusion in the agenda package for next month in order to facilitate deeper discussion.

- b. **Shed Roof:** This item was discussed In Camera following item 6a.
- c. **Ainslie Point Trail:** Hans Tammemagi provided an overview of the project and noted that one neighbour does continue to have concerns with the installation.

Hans Tammemagi further noted that the CRD has provided guidance that the trail is suitable to move ahead, but that the Commission has agreed to the National Parks' request that they delay for 3 months.

## 8. NEW/OTHER BUSINESS

- a. **Dog Park Sub Committee:** Chair McConchie noted that there is an area of potential usable space behind the CRD water building along the Heart Trail Extension.

Tim Frick provided an overview of the vision for the site including potential for outhouses, and enough space for designated areas for small dogs and reactive dogs.

**MOTION:** It was moved and seconded, that the Pender Islands Parks and Recreation Commission investigate the Heart Trail Extension area as a potential dog park, including required work and potential costs.

**CARRIED**

- b. **Thieves Bay and Shingle Bay Planning**

Chair McConchie noted that the Commission has been discussing the future of these parks and whether they should be considered for developments that would make them more family oriented.

A discussion of the drainage at Shingle Bay Park was held.

**MOTION:** It was moved and seconded, that the drainage project for Shingle Bay be investigated as to process and cost moving forward.

**CARRIED**

- c. **Volunteer Sub Committee**

Note: This item was addressed following item 6a.

- d. **Natural Asset Management**

Derek Wolff provided an overview of the advantages of initiating a natural asset management plan. He reported that he discussed the matter with the CRD and was informed that natural asset management is not a current project for Regional Parks but could become one in the near future.

A discussion of the project was held, including the value of the information moving forward and concern about the volume of required work.

There was general consensus that Derek Wolff shall create an outline of the action items for consideration at the next meeting.

**9. IN CAMERA**

The In Camera Portion was held following item 6a.

**10. NEXT MEETING**

Regular Business Meeting Friday, April 9, 2021 at 9:30 am via zoom

**11. ADJOURNMENT**

By general consensus, the meeting was closed at 11:53 am.