

**PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)**  
**Minutes of Monthly Meeting**  
**Wednesday, June 26, 2013 (9:15 am)**  
**CRD Office, Hope Bay, North Pender Island**

**Present:** Arn Berry, John Chapman, Colin McLarty, Jim Pugh, Michael Symons, Karen Parker, Ben Symons (PIPRC Maintenance Contractor, present initially) and Zorah Staar (PIPRC Recorder)

**Regrets:** Rob Fenton, Jim Stafford, David Howe/Derek Masselink

**Public:** Andrew Lane and Greg Nichols (Solstice Theatre Society)

**1. CALL TO ORDER**

Chair Arn Berry called the meeting to order at 9:23 am.

**2. APPROVAL OF AGENDA**

The agenda was amended to add Liliias Spalding Park under Maintenance, a new item 8.3 for Fallen Park Tree Use, and Fall Fair Display under Communications.

**MOTION:** Moved by Michael Symons, seconded by Colin McLarty, to approve the proposed agenda, as amended. **CARRIED**

**3. APPROVAL OF MINUTES**

**MOTION:** Moved by John Chapman, seconded by Michael Symons, to approve the May 16, 2013 PIPRC minutes. **CARRIED**

**4. DELEGATIONS**

Andrew Lane and Greg Nichols were present on behalf of the Pender Island Solstice Theatre Society. They made a request for Solstice to have some storage space in the new PIPRC Shed, with comments as follows:

- Solstice puts on 1 or 2 major shows for community per year, plus smaller performances, and now they were asking for some help from PIPRC;
- Solstice storage at the Community Hall ended abruptly with new HVAC equipment taking their space, and now current storage under costume trailer at Legion was too exposed and causing warping and damage to sets;
- they needed a dry space, not necessarily with any heat, to store backdrops made of plywood and canvas, some cans of paint and related materials, none of which was hazardous;
- probably 100 to 150 square feet of storage space would be sufficient;
- they would only need access a few times per year (by arrangement), and had no need for working space (e.g. set construction and painting occurred at Hall);
- Solstice also had construction people available, if it was useful for partition walls or other structures to be built to facilitate their storage at the Shed.

Chair Berry explained that the PIPRC had only recently acquired access to the Shed on Ketch Road, and still needed to do some demolition and renovation. Some PIPRC Commissioners expressed support for Solstice storage at the Shed. At least one other group had raised this issue as well, so the PIPRC needed to have further discussion about what was appropriate, and what timing was possible. Andrew Lane and Greg Nichols then left the meeting.

## 5. MAINTENANCE REPORT & DISCUSSIONS

PIPRC Maintenance Contractor Ben Symons had emailed a Maintenance Report. He made comments and/or there was discussion as follows:

- Symons had a busy month, majority of time spent on string trimming, hand trimming, raking and generally improving trails;
- Lilias Spalding Park: Symons suggested moving 1 picnic table, to a nicer place that wasn't in the way for mowing (Commissioners did not object);
- Boat Nook Ocean Access: new bench had been installed (and complimented by donors); bench was a bit high for shorter people because of how ground fell away (agreed after discussion to try adding packed shale within a framed bed); Symons also noted left-hand concrete stairs crumbling from below (agreed for him to shore it up by building 2 retaining walls beneath it, filled in for support);
- Thieves Bay: pads under picnic tables in progress (also agreed to wash tables gently and apply some preservative); Butter Burr being covered; gravel added to parking lot (to Magic Lake Swim Hole parking lot as well);
- George Hill new trail: agreed to add some minimal signage at Symon's discretion; re: new trail location, Arn Berry would call adjacent owner to see if boundary could be confirmed without survey, for trail to follow natural course;
- Shingle Bay Outhouse: Arn Berry will check with septic contractor re: timing for installation of new tank and seat assembly (for summer if at all possible); agreed that Symons would install gravel pads under Shingle Bay tables as well; swingset woodchips raked out for summer, but mulch blown on top by mowing contractor was causing thistles to grow (agreed to put on list to replace chips);
- Found Road Trail: interpretative signs not lasting (need alternative approach);
- Craddock/Gowlland Loop Trail: trail torn up by private Gorse removal again, and will be remedied when work done; part of trail also needed to be corrected;
- Enchanted Forest: adjacent owner had concern re: new trail section, but could accept it with signage; John Chapman would also go speak with him;
- Bidgood Trail: Symons complimented for work on steps and handrail;
- Irene Bay Ocean Access: Arn Berry had spoken with adjacent owner re: his installation a while ago of lawn, black plastic, plants, irrigation, etc. on public ocean access, which he said he did because park was not maintaining site;

agreed to add a “trail” sign on a post, partway down ocean access; also some suggestions to add a parking spot, and make owner remove irrigation (agreed to do a site visit before PIPRC decision about this – date to be determined).

Note: Contractor Ben Symons left the meeting at approximately 10:50 am

## 6. PRIORITY ITEMS

None

## 7. IN CAMERA ITEMS

**MOTION:** Moved by Michael Symons, seconded by Colin McLarty, that the meeting be closed to the public for the purpose of approving In Camera Minutes and discussing property matters, and further that PIPRC Recorder Zorah Staar remain present. **CARRIED**

Note: See separate In Camera Minutes of the same date.

**MOTION:** Moved by John Chapman, seconded by Michael Symons, that the In Camera Meeting be adjourned, and the PIPRC meeting re-opened to the public. **CARRIED**

It was reported that two property matters were discussed during the In Camera portion of the meeting.

## 8. CORRESPONDENCE

### 8.1 Val Leigh-Dorin Email dated May 21, 2013

Arn Berry said that Val Leigh-Dorin of the CRD had written to thank the PIPRC for an excellent May meeting about financial matters

### 8.2 Derek Applegarth and Jenny Toone email dated June 16, 2013

Applegarth and Toone had written about the “magnificent” Boat Nook bench (which Jude Farmer had built for their donation).

### 8.3 Fallen Park Tree Use

Michael Symons said that he would respond to a resident who had asked if he could use the wood of fallen park trees. CRD policy prohibited such use, e.g. based on importance of leaving habitat.

## 9. REPORTS

### 9.1 Chair’s Report (Arn Berry) – None

### 9.2 Treasurer/Financial Report

Margaret Alpen was now a PIPRC volunteer bookkeeper, and she had forwarded the May CRD financial statements. The PIPRC needed a new Treasurer who was a Commissioner (perhaps one of the ones who wasn't here today), and also a hired bookkeeper for which an ad should be placed (to be discussed further in future).

### 9.3 CRD Director Report – None

John Chapman said that the Scarff Road/Lively Peak emergency access meeting had been postponed by the CRD.

### 9.4 Recreation Report

The hockey rink at the School (under a Joint Use Agreement with the PIPRC/CRD) was being resurfaced. Question: did this involve PIPRC Recreation funding previously committed? Val Leigh-Dorin had said that the Commissions needed to “close the loop” for how Recreation funding was actually being spent. PIPRC Commissioners agreed that they should know more about the Joint Use Agreement, related funding, and also the PIPRC lease agreements with the Youth Sports Association (re: the Ball Park and Disk Park). Arn Berry said that he would follow-up with the CRD.

### 9.5 Communications Report

Rob Fenton had agreed to write a Pender Post article July, and August would be a summer break. John Chapman would get the next PIPRC meeting date into the Post front calendar. Re: having a PIPRC Fall Fair display, Commissioners were not available to volunteer for this year.

### 9.6 Volunteer Coordinator Report

There was a suggestion to have some kind of volunteer appreciation activity in future, e.g. for PIPRC Commissioners, Trail Monitors, and Recreation funding organizations.

## 10. NEW / OTHER BUSINESS

### 10.1 CPS Request to Use Thieves Bay

The Pender Canadian Power & Sail Squadron had asked to use Thieves Bay Park for a September 14 picnic, involving no alcohol. There was no objection. Arn Berry said that he would follow up to ask CPS to fill out the required PIPRC form, confirming their insurance coverage.

### 10.2 Commonality Meeting Report

The June 20 Parks & Recreation Commonality Meeting on Mayne had been interesting and successful (minutes to come). Some key points were: Recreation funding recipients should provide confirmation of expenditures with receipts; it was useful for Parks & Recreation Commissions to delineate particularly sensitive park areas with rebar and markers; and interpretive

trails could benefit from more prominent feature markers, and a new kind of “plastic paper” information handout.

### 10.3 Bench Designs

Michael Symons said that there were other PIPRC sites in need of new benches. There was an intention to discuss bench design further in future.

### 10.4 Pender Trails Project

John Chapman reported on the Pender Trails Project, which was part of the “Experience the Gulf Islands” initiative. The priority right now was “spine trails”. At some point, the PIPRC would be asked to consider holding the License of Occupation and insurance coverage for some new trails (e.g. Hamilton Road and Alice Church Road shortcuts). There would be an Experience the Gulf Islands open meeting to seek Pender feedback, on August 3, 2013 at 1:15 pm (Community Hall).

### 10.5 Niagara Road

**MOTION:** Moved by John Chapman, seconded by Michael Symons, that the PIPRC instruct Maintenance Contractor Symons to have a look at the Niagara Road Ocean Access, and advise on a cost estimate to put in a parking pad. **CARRIED**

### 10.6 Bridge Park Erosion

John Chapman had sent an email to report on ongoing Bridge Park erosion. He would ask the CRD again about the advisability of cutting off leaning trees, to prevent greater damage when they fell into the Canal.

### 10.7 Craddock Loop – see 5. Maintenance above

### 10.8 Liliias Spalding Park – see 5. Maintenance above

John Chapman also suggested adding Liliias Spalding Park to the PIPRC Lawn Mowing work. However, the hand push string trimmer work required was not currently within that contract. It was agreed to have a site visit to Liliias Spalding on July 5 (then re-scheduled to July 11), after the visit to the PIPRC Shed.

## 11. NEXT MEETING

The next meeting would be Thursday, July 18 (9:15 am, Community Hall Lounge).

## 12. ADJOURNMENT

**MOTION:** Moved by Michael Symons, seconded by Karen Parker, that the meeting be adjourned at 1:07 pm. **CARRIED**