

PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)
Minutes of a Regular Meeting
Friday, January 20, 2017 (9:00 am)
Community Hall, North Pender Island

Present: John Chapman, Rob Burnett, Arnie Alksne, Susan Parr, Ray Pink, Kathy Curtis, Tim Hall, David Howe (Director CRD SGI), Andrea Mills (Director CRD SGI Alternate) Ben Symons (PIPRC Contractor), Shannon Brayford (Recorder)

Regrets: Rob Fenton

Public: None.

1. CALL TO ORDER

Chair John Chapman called the meeting to order at 9:00 a.m. He acknowledged that the Commission was meeting in the Traditional Territory of the Coast Salish People.

2. APPROVAL OF AGENDA

MOTION: Moved by Ray Pink, seconded by Arnie Alksne, to approve the agenda as presented.
CARRIED

3. REVIEW AND APPROVAL OF MINUTES OF AUGUST MEETING

a) Minutes of December 16, 2016

MOTION: Moved by Kathy Curtis, seconded by Rob Burnett, to adopt the Minutes of December 16, 2016 as presented. **CARRIED**

4. ELECTIONS FOR CHAIR, VICE CHAIR, AND TREASURER

Chair Chapman provided an overview of the members' durations of terms. He remarked that Recorder Shannon Brayford would call the election for a Chair and noted that the Commission would benefit from a new Chair who could seek guidance from him during his final year.

Recorder Shannon Brayford made a first call for nominees for the position of Chair of the Pender Islands Parks and Recreation Commission. Kathy Curtis nominated John Chapman and he accepted the nomination. No further nominations were made on the second, nor the third call for nominees.

By acclamation, John Chapman was elected Chair of the Pender Islands Parks and Recreation Commission.

Chair Chapman made a first call for nominees for the position of Treasurer of the Pender Islands Parks and Recreation Commission. Rob Fenton was nominated by several members of the Commission. Chair Chapman indicated that Rob Fenton had instructed him to accept such a nomination in his absence, if it was made. No further nominations were made on the second, nor the third call for nominees.

By acclamation, Rob Fenton was elected Treasurer of the Pender Islands Parks and Recreation Commission.

Chair Chapman made a first call for nominees for the position of Vice Chair of the Pender Islands Parks and Recreation Commission. Rob Burnett was nominated by several members of the Commission and he accepted the nomination. No further nominations were made on the second, nor the third call for nominees.

By acclamation, Rob Burnett was elected Vice Chair of the Pender Islands Parks and Recreation Commission.

5. DELEGATIONS AND PUBLIC PRESENTATIONS

None.

Note: Andrea Mills, Alternate to David Howe, Director CRD SGI, arrived to the meeting.

6. MAINTENANCE REPORT

Maintenance Contractor Ben Symon provided a report, including the following points:

- George Hill trail has been re-routed to accommodate a large fallen tree.
- Drainage has been improved for the outhouse area at Shingle Bay.
- Excavation work has been completed and the footbridge built at the Shingle Bay-Masthead trail.
- Following a PIPRC field trip to the Lively Peak, the recommended foot trail has been tagged.
- The Boatnook improvements by Aaron Grimmer are nearing completion with compacting portion of the task remaining. Posts, signs and Benches will be installed when the weather improves.
- Hand rail has been removed from Found Road Trail and the slope of the trail will be improved.

Ben Symons reported that Aaron Grimmer had been provided with conflicting requirements from a Main Roads representative for the work to be completed at George Hill. He noted that these requirements are not consistent with his understanding of the Ministry of Transportation and Infrastructure's (MOTI) requirements and that they have increased the estimated cost of the project. There was general consensus that Ben Symons shall confirm the requirements with MOTI and, if necessary, request a revised estimate.

Ben Symons reported that, due to size constraints, a second bench will be installed at Boat Nook Ocean Access, instead of a picnic table. He noted that the bench currently in place was commissioned from Jude Farmer and recommended that the Commission consider purchasing a similar bench for the site.

Note: CRD SGI Director David Howe arrived at the meeting.

Ben Symons reported that the motorized quad use of the trail at Niagara Road has continued. A discussion of how to proceed was held and there was general consensus that Kathy Curtis shall speak with the community member and that Chair Chapman shall research the terms of the Right of Way.

Regarding the shed, Ben Symons reported that the roof has continued leaking, but that he has identified the issue and will repair it. Chair Chapman further reported that the CRD had acknowledged their difficulty in procuring official quotes for instalment of the siding. He noted that local contractor Steve Wright, South Island Woodworks, will provide an estimate.

A discussion was held regarding community members skating on Magic Lake and the concern for public safety. Chair Chapman reported that although the lake is under provincial jurisdiction, he had "Unsafe Ice" signs placed at either end.

Ben Symons reported that several PIPRC signs have been stolen over the course of the year. A discussion was held regarding the issue and possible solutions. Director Howe recommended that Chair Chapman contact Regional Parks for their advice and Chair Chapman acknowledged this recommendation. There was general consensus that Ben Symons shall prepare replacement signs for installation prior to tourist season, and also that the next Pender Post article shall encourage community members to contact the Commission with their concerns instead of removing signs.

Ray Pink reported that he had reached out to representatives of Youth Sports regarding the future of Danny Martin Park, but had not received a response. A discussion was held regarding the park's insurance and there was general consensus that Chair Chapman shall speak with the CRD to confirm that the park is not being furnished with redundant coverage. There was also general consensus that the water fountain installation shall be considered after the Youth Sports situation has been resolved.

Rob Burnett provided an update on the Magic Lake Picnic Area Dock. He noted that he has sent some of the required information to the Islands Trust planner, but that the provincial jurisdiction of the lake may prohibit the project from moving forward.

Rob Burnett also reported that he has asked that Magic Lake Property Owners Society (MLPOS) become involved in the derelict floating dock issue on the lake. He noted that he has offered PIPRC's support to encourage progress on the matter.

There was general consensus that Rob Burnett shall contact Derek Masselink for his recommendations on proceeding with the Shingle Bay drainage improvements, removal of the Yellow Iris from Magic Lake, and the Magic Lake dock.

Regarding Lot 66, Chair Chapman reported that "the Pender Island Conservancy Association (PICA) is bringing forward their outstanding actions to locate the property lines which will allow PIPRC to move forward with the trail and bench.

Note: By general consensus, agenda item 8f, Memorial Benches was moved forward.

Chair Chapman circulated a draft policy for Memorial Benches. A discussion was held and there was general consensus that the members shall consider the draft and report back at the next meeting with comments and recommendations.

MOTION: Moved by Tim Hall, seconded by Arnie Alksne, that Pender Islands Parks and Recreation Commission direct Chair Chapman order a matching park bench for Boatnook from Jude Farmer for up to \$1200.00. **CARRIED**

Note: Ben Symons departed the meeting at 10:36 am.

7. IN-CAMERA

MOTION: Moved by Rob Burnett, seconded by Ray Pink, that the Pender Islands Parks and Recreation Commission will go In Camera under Community Charter Section 92, for property and personnel matters. **CARRIED**

At 11:35 am the in-camera meeting adjourned by resolution and Chair Chapman reopened the public meeting.

Note: CRD SGI Director David Howe and Andrea Mills departed the meeting.

8. PRIORITY ITEMS

a) School Use Agreement

Arnie Alksne reported that he is arranging a meeting with the elected School Board Trustee Anna Herlitz and representatives from Pender Island Recreation and Agricultural Hall Association (PIRAHA). He noted that he will report back after the meeting has taken place. He also provided an overview of the insurance issue, noting that recreational activities are rated by risk. There was general consensus that Chair Chapman shall include this issue when discussing insurance with the CRD.

b) Contract Signing by PIPRC

Chair Chapman provided an overview of the issue and the CRD's response to Commissions' requests to be able to enter into contracts. He noted that other islands' commissions have expressed dissatisfaction with the response and that CRD SGI Director David Howe has asked his alternate Andrea Mills to arrange a meeting between the CRD and the relevant commission chairs. It was further noted that June Klassen of the CRD may now have the authority to approve contracts.

A discussion was held regarding the CRD P-cards and there was general consensus that such cards would not satisfy the needs of this Commission.

c) Thieves Bay Improvements

Tim Hall reported that the application process to the Islands Trust is currently in progress. He noted that the application includes a request for a bylaw amendment to Parks 1 Zoning. He provided an overview of the application process and its requirements.

A discussion was held regarding the site plan and Chair Chapman reported that while Jack Ferguson has agreed to complete the drawing, he could also be hired to facilitate the application process.

d) Master Plan

A general discussion was held regarding the direction for the Master Plan. There were recommendations that the plan should be modest when printed.

Note: Kathy Curtis departed the meeting at 12:25 pm. She noted that the Pender Island Field Naturalists will be holding monthly walks of Pender Islands parks and recommended that at least one member of the Commission attend the walk.

e) Survey of Wein's and Ainsley Pt- Beaumont

It was noted that the survey will take place this month.

f) Memorial Benches

Note: This item was discussed during the Maintenance Report.

g) Bylaw Review of PIPRC Governance

Chair Chapman noted that Rob Fenton will report on this matter when he returns from his trip.

h) Tracking and Running Resolutions Documents

It was noted that the documents had been circulated and there was general consensus that the documents were useful.

9. CORRESPONDENCE

a) Lynn Wells re: Boatnook

Chair Chapman provided an overview of the letter and an update on communications with the community member. He noted that the community member's concerns are being addressed.

b) Derek Applegarth re: Boatnook

Chair Chapman provided an overview of the letter and the community member's queries.

10. REPORTS

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Adopted Draft

a) Chairperson

Chair Chapman reported that the Pender Islands Chamber of Commerce Membership has not yet been purchased due to a delay with procuring a cheque. He also noted that the Galiano Island Commission is challenging the CRD on the policy that Commission members must retain emails.

b) Treasurer

Chair Chapman reported that the year end report for this Commission has not been completed at the CRD level, but that it is expected for next month.

c) CRD Director

None.

d) Recreation

It as noted that the Galiano Island Commission has held a public meeting and invited recreation grant applicants to attend and give feedback on the application process. There was general consensus that the Commission shall consider holding such an event in the future.

e) Communication

Rob Burnett will write the next article for the Pender Post.

11. NEW/OTHER BUSINESS

a) Poets Cove Extension

Chair Chapman reported that he is still awaiting a response from Poets Cove.

b) Community Hall Tour

Chair Chapman noted that Andrea Mills has offered a tour of the Community Hall for Commission members. There was general consensus that Chair Chapman shall attend the tour and report back.

c) Parks Guide Books – BC Ferries

Chair Chapman reported that BC ferries has responded and their bookstore contractor will only carry books from publishing houses and for a significantly high fee.

Arnie Alksne volunteered to ensure that the books are available at Poets Cove.

12. NEXT MEETING

The next meeting will be held Friday, February 17, 2017 at 9:00 am at the Pender Island Community Hall.

13. ADJOURNMENT

By general consensus, the meeting was adjourned at 12:33 pm.