

PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)
Minutes of a Regular Meeting
Friday, February 17, 2017 (9:00 am)
Community Hall, North Pender Island

Present: John Chapman, Rob Burnett, Arnie Alksne, Susan Parr, Ray Pink, Rob Fenton, Tim Hall, Ben Symons (PIPRC Contractor), Shannon Brayford (Recorder)

Regrets: Kathy Curtis, David Howe (Director CRD SGI), Andrea Mills (Director CRD SGI Alternate)

Public: None.

1. CALL TO ORDER

Chair John Chapman called the meeting to order at 9:04 a.m. He acknowledged that the Commission was meeting in the Traditional Territory of the Coast Salish People.

2. APPROVAL OF AGENDA

Chair Chapman recommended the addition of item 10g "Earth Day".

MOTION: Moved by Susan Parr, seconded by Rob Burnett, to approve the agenda as amended.
CARRIED

3. REVIEW AND APPROVAL OF MINUTES OF JANUARY MEETING

a) Minutes of January 20, 2017

MOTION: Moved by Tim Hall, seconded by Ray Pink, to adopt the Minutes of January 20, 2017 as presented. **CARRIED**

4. DELEGATIONS AND PUBLIC PRESENTATIONS

None.

5. MAINTENANCE REPORT

Ben Symons noted that trees have been cut by a neighbour to Percival Cove. There was general consensus that the matter of neighbours cutting down or modifying trees on parts land should be discussed in the next Pender Post article.

Ben Symons reported that a local builder has asked to remove and replace the sheds Ying-Yang door at no cost to the Commission. A discussion was held and concern over worker liability was noted. There was general consensus that Chair Chapman shall research the liability requirements with June Klassen at the Capital Regional District (CRD) and Rob Burnett shall facilitate and supervise the removal with Ben Symons.

Ben Symons recommended the addition of simple backless benches to some of the smaller ocean accesses. There was general consensus that he should move forward with the project.

a. Boat Nook Status

Ben Symons reported that completion of the work was delayed due to weather.

b. Bridges Road Status

Ben Symons reported that work has been delayed awaiting a response from the Ministry of Transportation and Infrastructure (MOTI) on parking spot creation requirements.

c. George Hill Status

Ben Symons reported that a response has not been received from MOTI regarding their requirements for the improved parking changes at George Hill.

d. Drummond Bay Status

Chair Chapman reported that the agreement remains unsigned and if it remains so, could mean closing that portion of the trail.

e. Niagara Road Trail Violations

It was reported that Chair Chapman and Kathy Curtis visited the trail with the surveyor and determined that the neighbour was using a motor vehicle on the trail. It was further noted that the local by-law officer has spoken to the neighbour. There was general consensus that the matter will be watched for further issues.

f. Danny Martin Ball Park Status

Ray Pink reported that he has spoken with representatives of Youth Sports and the organization will hold a meeting in March to discuss the future of the organization.

g. PIPRC Ketch Road Shed Siding

No update to report.

h. Improvements to Shingle Bay Park

Rob Burnett reported that the Shingle Bay Ditch Naturalization Project is moving forward, and that the Islands Trust sees no issue with land use. Rob Burnett will be discussing the matter with a Provincial Habitat Officer and will report back. There was general consensus that Ben Symons shall consider the project and create a plan in anticipation of its approval.

i. Magic Lake Picnic Area Dock

Rob Burnett reported that Chair Chapman and himself had attended the Magic Lake Property Owners Society (MLPOS) to provide them with an update regarding the Magic Lake Picnic Area Dock and to seek their support. He noted that the Society had responded favourably. He provided an overview of the project's requirements, noting that they are seeking an exemption on some of the requirements based on their status as a community park.

j. Magic Lake Invasive Species

Rob Burnett reported that regarding the Yellow Iris in Magic Lake, Derek Masselink recommended contacting the invasive species department with the province, however Rob Burnett has not heard back.

k. Ketch-Scarff Trail Status

There was general consensus that Ben Symons shall begin creating the new walking trail in Lively Peak Park. Rob Burnett will follow up with the property owners, regarding naming the trail "Logan's Lane". There was general consensus that the park identification shall remain consistent with other PIPRC parks, and signage should reflect this.

l. Lot 66 Status

No update to report from PICA.

m. Stolen Signage

Chair Chapman reported that he spoke with the head of CRD Regional Parks regarding experiences of stolen signs. He noted that the CRD position is that privacy concerns preclude the use of cameras. Chair Chapman further noted that he has reported the matter to the RCMP and will discuss the possibility of them installing a camera. Ben Symons reported that he has created the replacement signs and will install them later in the year.

A discussion was held regarding play equipment and bike racks. There was general consensus that Ben Symons shall create a proposal for the installation of additional items and report back.

A discussion was held regarding additional sites for binocular stations. Recommended sites were discussed and there was general consensus that Gowland Point, Stuart-Morseby and Boatnook Ocean Accesses shall receive new stations.

There was general consensus that a discussion of resurfacing Thieves Bay and Shingle Bay shall be held at the next PIPRC meeting. Further discussion was held regarding the status of the picnic shelter at Thieves Bay and the relevant application to Islands Trust. There was general consensus that Tim Hall shall discuss the matter with Jack Ferguson and Ben Symons to create a phased plan for development of the site.

MOTION: Moved by John Chapman, seconded by Arnie Alksne, that Jack Ferguson shall be hired, for a total cost of up to \$2000.00, to create drawings of the proposed Thieves Bay developments for the purpose of public communications and related applications. **CARRIED**

Note: Ben Symons departed the meeting at 10:16 am and a break was held until 10:28 am.

6. IN-CAMERA

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

At 10:54 am the in-camera meeting adjourned by resolution and Chair Chapman reopened the public meeting.

7. PRIORITY ITEMS

a) School Use Agreement

Chair Chapman provided an overview of the discussions and meetings held with relevant parties since the last meeting. A discussion was held regarding the role and objectives of the Commission in facilitating insurance coverage for community groups using both the school and the outside facilities. There was general consensus that Chair Chapman shall discuss the matter further with Arnie Alksne and Rob Burnett, and further that he shall provide relevant information to the CRD and request that they arrange appropriate insurance. It was further noted that insurance for Danny Martin Park should also be considered.

b) Contract Signing by PIPRC

Chair Chapman noted that Rob Burnett will attend a meeting with the CRD and SGI Commission Chairs dealing with authority Commissions have in arranging contact work on February 28, 2016.

c) Thieves Bay Improvements

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Adopted Draft

This matter was discussed during the Maintenance Report.

d) Master Plan

Chair Chapman reported that he will work with Shannon Brayford in the early stages and will present a draft copy to the Commissioners for consideration at a future date.

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

Chair Chapman provided an overview of the project on the Wein's property, noting that the boundary has been determined and the information has been provided to Moving Around Pender (MAP).

He further reported that the Ainsley Pt-Beaumont property has also been surveyed and marked. He recommended that Ben Symons visit the property with members of the Commission to evaluate a possible trail site. Arnie Alksne recommended incorporating a rope railing and Susan Parr recommended naming the trail using a relevant name from the Coast Salish First Nations.

f) Memorial Benches

Chair Chapman noted that a draft policy was circulated prior to the meeting and that there are four requests for memorial benches. A discussion was held regarding the benefits and drawbacks of memorial benches, as well as conditions that should be included in the policy.

Regarding the requests, there was general consensus that the request for a Bosun Bell at Thieves Bay shall be directed to contact the marina, and the requests for plaques shall be contacted and provided with information.

There was general consensus that Susan Parr shall, in coordination with Ben Symons, research a source for a plaque caster, and report back to Chair Chapman.

g) Tracking and Running Resolutions Documents

No report.

8. CORRESPONDENCE

Chair Chapman reported that Junior Sailing sent a letter of thanks for their Recreation Funding.

9. REPORTS

a) Chairperson

Chair Chapman reported that the file re-organization is underway and that the Commission is now a member of the Pender Island Chamber of Commerce.

b) Treasurer

Rob Fenton provided an overview, noting the CRD documents have not yet been received. He further reported that the year-end report from the bookkeeper had been circulated prior to the meeting, showing a small surplus. He provided an overview of the options for the surplus, including placing the funds into either a Capital or Contingency Fund. A discussion was held regarding the benefits of each option.

MOTION: Moved by Rob Fenton, seconded by Rob Burnett, that the Pender Islands Parks and Recreation Commission place the balance unspent on the 2016 Budget, estimated to

be in the amount of \$11,819, in a Contingency Fund for extra operating expenses for upcoming years. **CARRIED**

MOTION: Moved by Rob Fenton, seconded by Rob Burnett, that the Pender Islands Parks and Recreation Commission recommend the following budget amendments for 2017: 1) Travel, Rentals, and Operating Supplies each be increased to the level spent in 2016, 2) Service Contracts be increased to \$20,000. **CARRIED**

c) CRD Director

None.

d) Recreation

Susan Parr requested that a public meeting for recreation grants be considered at the next meeting. There was general consensus that this shall be done.

She further reported that the Spirit Moves group was unable to cash their grant cheque as the organization does not have a bank account. She noted that she will be meeting a group representative at the bank to explore options.

e) Communication

Chair Chapman will write the March article and Arnie Alksne will write the April article.

10. 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 reported that he had taken the tour with Andrea Mills and provided an overview of some of the innovative projects currently being implemented.

c) Toilet Facility Open to Public at the School

There was general consensus that Chair Chapman shall investigate the options and requirements and report back.

Chair Chapman further recommended that hand sanitizer be added to the current toilet facilities in the parks. There was general consensus that either James Wiley or Ben Symons shall be asked to handle the matter.

d) Referrals from CRD

Chair Chapman provided an overview of the referrals received from the CRD and Islands Trust. There was general consensus that PIPRC's interests are not effected by any of the referrals.

e) Renewal of the ground water license for Pender Golf Club

Discussed under item 10e.

f) Zoning for Browning Mariana Bylaws 206, 207, and 208

Discussed under item 10e.

g) Earth Day

Chair Chapman reported that the Commission has been invited to have a table at the Earth Day event and participate in the Annual Beach Clean Up. There was general consensus that he shall respond and accept.

11. NEXT MEETING

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

12. ADJOURNMENT

By general consensus, the meeting was adjourned at 11:58 am.