

# **PENDER ISLAND PARKS AND RECREATION COMMISSION (PIPRC)**

## **Minutes of Regular Meeting**

**Monday, February 14 2022 8:30am**

**Zoom Conferencing/Community Resource Centre**

**Present:** Paul Brent (Alternate Director, CRD SGI) Tim Frick, George Leroux, Rob Fawcett, Hans Tammemagi, Larry Colcy, Andrea Mills, Barry Mathias, Ben Symons (Maintenance Contractor), Stephen Henderson (CRD Senior Manager of Real Estate), Justine Starke (Manager, Southern Gulf Islands Service Delivery), Don Peden (CRD Assistant Bylaw Officer), Ilse Phillips (Volunteer Coordinator), Melody Pender (Recorder)

**Guests:** Two members of the public

**Regrets:** David Howe (SGI CRD Director), Derek Wolff

### **1) CALL TO ORDER**

Chair Frick called the meeting to order at 8:35am

### **2) APPROVAL OF AGENDA**

The following items were added to the agenda:

Justine Starke was added to the list of delegations

Under communications added item D – a donation that was received

Added in part 5) c) Discussion of Upper and Lower Capstan Trail Tree Work

By general consent the agenda was approved as amended.

### **3) APPROVAL OF MINUTES**

Larry Colcy asked to be added to the list of attendees as he did attend.

By general consent the minutes of January 17, 2022 were adopted as amended.

### **4) DELEGATIONS**

a) Erin O'Brien, **Native Species Restoration** – Proposal to partner with the Conservancy for native species restoration at Shingle Bay and Thieves Bay. Costs of planting, deer fencing, manual labour and invasive species removal could be offset with a grant (to be applied for by the Conservancy in partnership with the Commission). The Commission requires more detailed estimates on the project budget before committing funds.

b) Liis Graham, **Enchanted Forest Fairy Doors** – Proposal to refresh the Fairy Doors project by replacing missing doors, continuing stewardship by removing unnatural tokens, and potentially placing a small sign to explain the project. Liis to discuss with the Conservancy. Commissioner Tammemagi to be the liaison on the Enchanted Forest refresh.

Proposal for a similar installation on the Heart Trail to combine physical education, health and science with the Grade 7 class. Hanging hearts throughout the trail: Valentine's hearts – mindfulness & positivity messages, anatomical hearts – heart health messages.

**MOTION:** It was moved and seconded, that the Pender Island Parks and Recreation Commission approve the Heart Trail installation project. **CARRIED**

**Introductions:**

Justine Starke – CRD Manager of Service Delivery for the Southern Gulf Islands (SGI's) and provides a high-level management and support of parks on the islands.

Stephen Henderson – CRD Senior Manager of Real Estate in the SGIs (managing land acquisition, shoreline access, parks approvals, etc.), also involved with harbours commission and water projects. He also is providing support for Parks Commissions.

**5) COMMUNICATION**

- a) Islands Trust Conservancy Annual Monitoring Visit – Invasive species removal is requested. Commissioner Leroux and Ben Symons to coordinate.
- b) Email Re Ainslie Point Road Trail – There is a vulture nest along the trail; proposal that the trail is closed for a few months during nesting period. Ben to manage the closure. Proposal for enhanced communication between Conservancy and Commission for environmental assessments for all new trails going forward.
- c) Email Re Capstan Trail Tree Work
  - Lower – Commission to clean up damage from a tree felled on private property and potentially support a possibly damaged cedar tree. CRD to liaise between the contractor and the property owner if needed. Ben and volunteers to disperse branches. Planting trees in this area in November also proposed.
  - Upper – A tree fell onto the trail from private property and other dead trees threaten the trail. The Commission is aware that Islands Trust has requested a survey of the private property to document and investigate the work that was done.

**6) REPORTS**

- a) **Maintenance** (Ben Symons) – Roof repairs are needed for the Danny Martin dug out. It is recommended that the roof is repaired and users are told to not set up announcing stand on top of it (unsafe); alternatively, rebuild the roof to proper specifications to support a rooftop deck for announcing (expensive).
- b) **Chair Person** – report was previously circulated
- c) **Treasurer** – Treasurer Leroux gave a brief explanation of his report that was previously circulated.
- a) **Recreation** – granting process standardization is developing. There will be more to report at next month's meeting.
- b) **Volunteer Committee** – So far, no new volunteers, market dates for promo for friends of the trail to be confirmed. Also connecting with Newcomers Club to promote volunteering sometime in March.

## 7) OLD BUSINESS

- a) **5 Year Capital Plan** – The Treasurer suggested each project should have a budget and the Plan needs to be printed in black for easier reading. Discussion of projects and updates from Commissioners are tabled to the next meeting.
- b) **Commissioner Orientation** Zoom February 24, 2022 at 9:30am – will be recorded.
- c) **Meeting with PIRAHA** – The Commission discussed the current funding amount for the Community Hall. It was recommended to continue to fund the Hall programs, with reporting still required and that the commission could ask the CRD to increase the Recreation to give additional funding for other island projects.  
**MOTION:** It was moved and seconded that the Pender Island Parks and Recreation Commission request \$5,000 additional funds for the Recreation grant for the next 6 years. Discussion on this item resulted in the motion being deferred to the next meeting on condition that more information is gathered. The commission requested that CRD Staff gather historical usage agreements and Treasurer to report on past Hall funding and demands of other programs.
- d) **Shingle Bay Bylaw Enforcement** – Trees are being unlawfully topped. If the Commission chooses to pursue bylaw enforcement, the Commission must pay bylaw officer fees (significant expense). Alternative proposal: write a letter to the neighbourhood and put info in the Pender Post. CRD Staff to follow up with an approach for bylaw enforcement and report back to the Commission.
- e) **Alice Church Trail** – Proposal for a continuous trail from the Driftwood to the Library on the East side of the road, incorporating the current Weins trail. License of Occupation is needed for property NE of Short Rd to the Weins property. Commissioner Fawcett will meet with Stephen Henderson to further discuss. Connecting trails on Pender is challenging but widely supported.
- f) **Community Use Agreement (School)** – Commissioner Mills and Chair Tim to continue discussions with CRD Staff and the School Board; they will have more to report at the next meeting.
- g) **Trees at Disc Golf Park** – All 40 trees successfully planted. The Commission thanked Ben Symons for organizing the trees and the tree protection and the Greenangels Choppers for putting the trees in. Proposal that Ben manages watering of these trees in the dry summer months. Proposal that volunteers/disc golf community could be involved with supplementary tree watering and daphne removal. Commissioner Mathias to liaise with Ben and Ilse for tree watering and daphne removal plan.

## 8) NEW/OTHER BUSINESS

- a) **PIPRC Staff Update** – Shannon has left the Commission. Proposal that ad for contract position go into the Pender Post. George to submit ½ or ¼ page ad to Melody to put in the March Pender Post. Melody will also post on the CRC job board, social media, and put posters on island bulletin boards.
- b) **Sgi transportation strategy concerns** – Justine gave a brief presentation and there is a detailed report on the CRD website. CRD completed a needs assessment study and found that local transportation groups have challenges with sustainable funding to support local transportation initiatives. A local transportation commission would set

the budget, priorities, and funding strategies. A CRD transportation service function is proposed as a bylaw question for local government election in October 2022. Proposal that the Commission familiarizes with the transportation strategy report to help communicate with community and encourage community to go to Justine with any questions. If the transportation commission is approved, the parks commission would have representation and/or liaise on the transportation commission.

**9) IN CAMERA**

None

**10) NEXT MEETING**

Monday March 14, 2022 8:30 am

**11) ADJOURNMENT**

By general consensus, the meeting was closed at 11:30am

The Pender Islands Parks & Recreation Commission consists of local volunteer commissioners, authorized by the Capitol Regional District to manage Pender Islands Community Parks and funding of community recreation programs and activities. PIPRC meetings are held monthly and the public is welcome to attend. Email: [penderparks@crd.bc.ca](mailto:penderparks@crd.bc.ca) Website: [www.crd.bc.ca/penderparks/](http://www.crd.bc.ca/penderparks/)