

PENDER ISLAND PARKS AND RECREATION COMMISSION (PIPRC)

Minutes of Regular Meeting

Dec 4, 2023 3:00 pm

Zoom/Pender Community Hall

Commissioners: George Leroux (Chair/Treasurer), Erin O'Brien, Lisa Baile, Sandra Tretick, Rob Fawcett, Andrea Mills, Paul Brent. **Regrets:** Richard Sullivan
Staff: Ben Symons (Maintenance Contractor), Lori Seay-Potter (Recorder)

1. **CALL TO ORDER** - Chair Leroux called the meeting to order at 3:00 pm.

2. **APPROVAL OF AGENDA**

MOTION to approve the 04 December 2023 PIPRC agenda as amended to include 4.4 Connery Crescent 7.2 Project Management, 7.3 Budget Amendments and 9.5 WSÁNEĆ / CRD Meeting . M-Commissioner Leroux, S-Commissioner Tretick. **CARRIED.**

3. **ADOPTION OF MINUTES**

MOTION to approve the 16 October 2023 PIPRC minutes as corrected. M-Commissioner Baile, S-Commissioner Brent. **CARRIED.**

4. **MAINTENANCE/OPERATIONS REPORT** - Ben Symons

- 4.1 **Found Rd Trail signs:** Pending; sign quality issues.
- 4.2 **Shingle Bay drainage:** Covered under 8.3 Project Update.
- 4.3 **Tree Replanting:** Ben and PICA will work together to replant where seedling trees died last season. Smaller cages will reduce costs and George said the Greenangel choppers would assist.
- 4.4 **Connery Trail** Email received from Connery Crescent homeowners regarding shared use issues. Ben and Lori to follow up.

5. **CORRESPONDENCE and BUSINESS ARISING**

- 5.1 **PICA Contract:** Signed contract has been received from CRD/PICA and restoration project activities are underway.
- 5.2 **Recreation Grants:** Email received from unsuccessful applicants requesting follow up on grant decisions. Commissioner Tretick and Lori will follow up.
- 5.3 **Heart Trail:** Tabled.
- 5.4 **Boat Disposal:** Remaining boats will be disposed of according to plan. CRD has asked that PIPRC document the process.

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- 5.5 **Youth Sports:** Youth Sports wrote in opposition of the Pump Track referencing historical discussions with the CRD and previous Commissioners. Their interest is to include the former dog park area within the Ball Park use agreement that renews in March 2024.

6. **DELEGATIONS:** None.

7. TOPICAL ISSUES

- 7.1 **Internet Cable:** Commission discussed the community notice regarding an upcoming internet cable installation near Harpoon Road/Panda Bay ocean access and possible PIPRC impacts at the site.
- 7.2 **Project Management:** The Commission discussed limits of volunteer capacity with several projects in motion including Schooner Trail, Pump Track, Magic Lake dock and Shingle Bay. The Commission agreed to add a budget line for local Project Management for 2024.
- 7.3 **Budget Amendments:** The Commission recommended a draft budget to the CRD at the October meeting. Upon review of planned projects and capital project resources in the Schooner Way Trail grant budget, the Commission agreed to amend their recommended budget.

MOTION to amend the 2024 PIPRC Operating Budget with the addition of \$15,000 for Project Management, and a reduction of \$7,500 for CRD - Real Estate Service operating cost estimates that will be charged against the Schooner Way Trail Project in f24. M - Commissioner Leroux, S - Commissioner Baile. **CARRIED.**

MOTION to amend the Capital Budget by reducing forecast capital expenditures in f27 & f28 for projects that are not yet initiated such that the project Capital Fund balance at the end of the five (5) yr forecast is not negative. M-Commissioner Leroux, S-Commissioner Baile. **CARRIED.**

8. PROJECTS

- 8.1 **Schooner Way Trail:** Commissioner Fawcett provided an update. The grant application has been submitted and over \$130 000 has been pledged by the Community. Some donors wish to contribute in the current tax year. A meeting with CRD Real Estate and CRD Regional Trails is planned for early 2024.

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- 8.2 **Pump Track:** Chair received a report from Marie-Andree Cloutier on pump track development activities in the community. The Commission discussed ICET Place Making grants to assist project funding and potentially having Katie Dentry from SGI CRC assist with Grant writing. The proponents are consulting with other pump tracks and local contractors to get a solid cost estimate and ensure the design is well planned.
- 8.3 **Shingle Bay / Masthead Restoration:** Erin provided an overview of the restoration plan being developed for the lower park and creek areas. Caurinus has consulted with CRD, MOTI and CRD - Archaeological concerning various requirements for the area. Erin notes that any excavation on the site would require a full archaeological assessment with a cost estimate of \$50,000. The full restoration plan will be circulated and work will begin in 2024 and will engage the school.
- 8.4 **Magic Lake Dock:** Zoning has been approved. MLPOS volunteers with experience building docks at Thieves Bay have offered to assist with design. The Commission discussed accessibility for people with mobility issues. George pointed out that the project needs a champion / leader from the Commission.
- 8.5 **Trail Inventory and Map Update:** Sandra and Lisa reported on initial work they've done for updating the parks inventory and maps. Lisa volunteered to continue mapping and inventorying trails, and Sandra and Lisa will bring an update to the January meeting.

9. REPORTS

- 9.1 **CRD Director:** Deferred.
- 9.2 **Chair:** Circulated before the meeting. George highlighted that the Master Plan has not been fully updated since 2008. The annual five-year capital plan is not a "Master Plan". George and Sandra will talk about how an update might be done, noting it could be a lot of work.
- 9.3 **Treasurer:** No financial report this month as the October reporting cycle with CRD did not capture October expenses. George reported that the amount to be transferred to the Capital Reserve at year end would likely be higher than forecast.
- 9.4 **Communications:** Commissioners Baile and O'Brien will write an update on Shingle Bay and other newsy bits for the January issue and George or Rob will write for the February issue.

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- 9.5 **WSÁNEĆ Meeting:** A meeting organized jointly by CRD and Wsanec Leadership was held in late November at Poet's Cove to discuss the relationship between Parks, CRD and First Nations. Commissioners shared their observations from the meeting.

10. NEW BUSINESS

- 10.1 **Park Use Application Craddock Beach:** The Commission reviewed an Application for a small wedding on Craddock Beach in summer 2024.

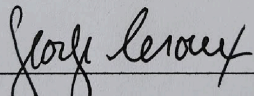
MOTION to approve the Park Use Application by Miesha Kowak for a wedding at Craddock Beach on July 13, 2024. M-Commissioner Tretick, S-Commissioner Brent. **CARRIED.**

- 10.2 **Meeting schedule 2024:** Commission agreed to meet on January 29, forgo a February meeting and begin a regular first Monday/month at 3 p.m. schedule for the remainder of the year.

11. **MOTION TO ADJOURN** The meeting adjourned at 4:50 p.m.

NEXT MEETING JANUARY 29, 2024 at 3 p.m.

Approved at the 29 Jan 2024 PIPRC Meeting:



George Leroux