

PENDER ISLAND PARKS AND RECREATION COMMISSION (PIPRC)
Minutes of Regular Meeting
03 June, 2024 3:00 pm
Zoom/Pender Community Hall

Commissioners: George Leroux (Chair/Treasurer), Erin O'Brien, Andrea Mills, Richard Sullivan, Sandra Tretick, Cecilia Suh, Paul Brent. **Regrets:** Lisa Baile

Staff: Ben Symons (Maintenance Contractor), Lori Seay-Potter (Recorder)
Melody Pender (CRD Liaison) Rob Fawcett (Project Coordinator)

1. **CALL TO ORDER:** The Chair called the meeting to order at 3 p.m.

2. **APPROVAL OF AGENDA:**

MOTION to approve the 03 June 2024 PIPRC agenda.
M-Commissioner Suh, S-Commissioner Tretick. **CARRIED.**

3. **ADOPTION OF MINUTES**

MOTION to approve the 06 May 2024 PIPRC minutes as presented.
M-Commissioner Suh, S-Commissioner Brent. **CARRIED.**

4. **CORRESPONDENCE and BUSINESS ARISING**

4.1 **Found Rd Trail Signage:** Pending with CRD.

4.2 **Phone of the Wind:** Community member has asked the Commission to consider a donation of an old Forest Service Phone for installation on the Heart Trail. The phone would be used as a "Phone of the Wind", a place for people to talk to departed loved ones. The Commission agreed to accept the donation. Rob and Ben will install.

4.3 **Disc Golf Society:** Commission discussed the option to contract with the new society on Disc Park maintenance and Tournament. Insurance details to be determined. Chair will follow up.

4.4 **Special Event Updates:** Lori reported to the Commission on the new form added to the CRD website that includes a risk assessment. Commissioner Tretick noted the need to update original Part A of the form.

Commission agreed by general consent to approve the Whale Monitoring research proposed for Oak Bluffs Park by a partnership between Saturna Island Marine Research and Education Society (SIMRES), Raincoast Conservation, Simon Fraser University (SFU), and the Southern Gulf Islands Whale Sighting Network (SGIWSN). Researchers would be on site from July 1 to August 31st, 2024, with possibility of extension to November 30, 2024.

5. **DELEGATIONS:** None

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6. OPERATION REPORTS

6.1 Maintenance: Report circulated prior to the meeting. Ben joined the meeting and provided additional updates.

- engraved memorial rocks noted at Panda Bay under the slab. No action required.
- Magic Lake Dock will be reduced to 12 feet from 16', reducing the weight and extension into the water. Professional plans are in place. Ben and Commissioner Sullivan will meet to discuss details.
- Cliffside Trail signs have been installed at breaks in the neighbours' fence.
- Boardwalks for Enchanted Forest are underway.
- Ramp at Shingle Bay requires review.
- Geese at Magic Lake are a seasonal issue and PIPRC will ask for community volunteers to help keep the dock clean. PIPRC will add a secured broom onsite.

ACTION: Ben will assess the Shingle Bay ramp. Comm. Tretick will seek clean up volunteers for geese.

6.2 Capital Projects: Report circulated prior to the meeting. Project coordinator Rob Fawcett joined the meeting:

Pump Track: Sculptural work done and asphalt work to be completed in June. The Commission offered thanks to Marie Andre Cloutier and Jaime McLean for their leadership and labour on the project along with other community donors and volunteers. A project budget was circulated prior to the meeting including the recent \$7,000 grant from Nu to You. CRD has been helpful with contract support. Rules for use are in development and a draft was circulated at the meeting. Addition of a shade shelter and water fountain will be investigated. Naming the pump track was discussed and a request will be circulated. Rob is coordinating an opening event.

Schooner Way Trail: CRD Engineering has visited and noted that the trail route is mostly on MOTI right of way with some small points of contact with neighbours. Rob will meet with affected neighbours about improving allowances to protect trees. Engineering is examining drainage, fill requirements, slope stabilization (where necessary) and hydroseeding. Commissioner O'Brien advised that PICA has gravel from a restoration site. Rob will arrange for the engineer to review. Fundraising is being rekindled. Rob thanked Deanna Roozendaal for taking a lead to contact, and Commissioner Suh volunteered to assist with fundraising.

ACTION: Rob will consult with Danny Martin Park and Justine Starke regarding safety at the pump track site. George will circulate the letter from the proponents regarding park naming. Rob will investigate a drinking fountain and zoning for a shade shelter.

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6.3 Restoration: Commissioner O'Brien reported that the Broom Bash was successful and focus has now shifted to maintenance of planting on restoration sites for the summer. Commissioners were encouraged to alert her of any sites with invasive species. Shingle Bay will be back on the agenda for the fall. Stinging nettle will be addressed late June.

7. TOPICAL ISSUES

7.1 2025 Capital Projects: The Commission committed to consultation for 2025 capital projects. Suggestions from Community and Commission included:

- | | |
|-------------------------|---|
| -Thieves Bay structure | -play equipment/climbing wall for kids; additional sites. |
| -tee box improvements | -bike repair station |
| -water station for dogs | -toilet at school |

Any proposed projects will be rough-costed prior to consultation.

7.2 Recreation Grants 2024: Lori confirmed PIPRC/CRD acknowledgement process for funding recipients. Submissions will be circulated to the Commission following the June 30 deadline and adjust the July meeting date for review. Committee of Commissioners Suh, Leroux and Tretick will lead grants process.

8. PROJECTS.

8.1 Trail Inventory & Map Update: Higher resolution base map is being organized with CRD Mapping.

8.2 PIPRC Asset Mapping: Commissioners Baile and Tretick have met with Lori to discuss scope and timeline for updating the PIPRC sites and trails guide.

9. REPORTS

9.1 CRD Director: Director Bren congratulated the Commission on PIPRC's excellent work on the pump track and Schooner Way Trail projects.

9.2 Chair: Report was circulated prior to the meeting. Chair offered thanks for the community leadership on projects.

9.3 Treasurer: Report was circulated prior to the meeting. Thieves Bay Outhouse project has been closed with \$7500 to spare which can be applied to the design work for the Thieves Bay structure. Operating Budget draft will be reviewed in September with final budget submission to CRD in October. Lions Club could be a possible future project partner.

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9.4 **Communications:** Monthly Articles:

- July- inviting public ideas for projects - Sandra
- August - Pump track - Rob
- September – Recreation Grants - (TBD)
- October - Restoration - (Erin)

10. **NEW BUSINESS**

10.1 **Islands Trust referral:** Commission confirmed that their Interests are Unaffected by the application for a Temporary Use Permit for mobile structures for workplace housing at Firehall.

10.2 **In Camera Session:**

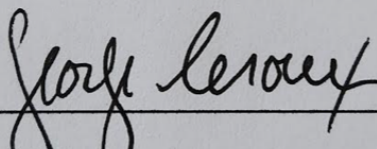
MOTION to close the meeting in accordance with the *Community Charter, Par 4, Div. 3, Section 90(1)* . M-Commissioner Brent, S-Chair Leroux. Commission moved to the closed session at 4:00 p.m..

Commission rose and reported the following from the closed session at 4:30 p.m.: After consultation with CRD the Commission agreed to create a new contract for Maintenance Contractor.

11. **MOTION TO ADJOURN** The meeting adjourned at 4:40 p.m.

12. **NEXT MEETINGS:** July 22 2024 at 3 p.m. and September 9 at 3 p.m.

Approved at the 22 July 2024 PIPRC Meeting:



George Leroux