

**PENDER ISLAND PARKS AND RECREATION COMMISSION (PIPRC)**  
**Minutes of Regular Meeting**  
**Monday, July 10, 2023 3:30pm**  
**Zoom/Pender Community Hall**

**Commissioners:** George Leroux (Chair/Treasurer), Erin O'Brien, Lisa Baile, Sandra Tretick, Andrea Mills, Richard Sullivan (appointment pending)

**Staff:** Ben Symons (Maintenance Contractor), Lori Seay-Potter (Recorder)

**Also present:** Marie Cloutier, Jamie Leigh, Sarah Stacey.

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CALL TO ORDER - Chair Leroux called the meeting to order at 3:30 pm

1. **APPROVAL OF AGENDA**

MOTION to approve the July 12, 2023 agenda. M-Commissioner Baile, S-Commissioner Tretick. CARRIED.

2. **ADOPTION OF MINUTES**

MOTION to approve the June 12, 2023 minutes as amended. M- Commissioner O'Brien S-Commissioner Baile. CARRIED.

3. **CORRESPONDENCE AND BUSINESS ARISING**

**3.1 Commonality Meeting:** Several Commissioners attended the recent SGI PARCs meeting on Galiano and were impressed by the interconnected trail network. SGI Chairs and Justine Starke met again in July and are exploring administrative efficiencies in recreation grants and bylaws.

**3.2 Dog Bylaw amendment:** In process with the CRD.

**3.3 Mortimer Spit:** Correspondence from community member received and response sent. In process.

**3.4 Canal Marking:** Tabled in Director Brent's absence.

**3.5 Magic Lake Zoning:** In process.

4. **DELEGATIONS**

Marie Cloutier and Jamie Leigh approached the Commission in support of the development of a pump track park on Pender. They have also approached the Community Hall for land use. They cited the need for active recreation for youth given the limited island offerings. Track options including clay, asphalt and multi-purpose options. Delegates and the Commission discussed site opportunities and possible PIPRC involvement. Commission encouraged delegates to develop a costed concept with community support.

**ACTION:** Chair will investigate former Dog Park for pump track use.  
LSP will circulate pump track presentation to Commission.

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**5. TOPICAL ISSUES**

**5.1 Shingle Bay Park:** Chair recently inspected several PIPRC sites and recommended improvements at Shingle Bay. Ben suggested native planting, contouring and subterranean drainage. Commissioner Baile noted that there are red-legged frogs and erosion issues to be considered. The Commission will collaborate with Pender Conservancy to develop a plan. Chair encouraged a full costing of the plan and not just volunteer labour.

**5.2: William Walker Trail:** Commissioner Baile walked the trail and talked with the Fire Chief regarding fire risk and signage issues raised by a neighbour. Additional signage could be useful at the Parks Canada end, along with a possible option for smokers to extinguish safely outside the trail boundary. Parks Canada section has a lot of dry timber. Current PIPRC signage is adequate but paper signs need replacing.

**ACTION:** Chair will contact Parks Canada and recommend tree thinning and other forest management at William Walker Trail.  
Chair will clarify William Walker Trail jurisdiction with CRD.  
Commissioner Tretick and Ben will organize updated fire safety signage for William Walker Trail.

**5.3 Magic Lake Boat Storage:** Commission responded to an owner who reported missing boats. As storage is at the risk of the owner, they were encouraged to reach out to RCMP and post signs at the Lake and notices on social media. Several boats - in various states of repair- remain unclaimed and will be stored until Oct. 2023. The Commission will revisit how to deal with unclaimed boats at a future meeting.

**6. PROJECT-SCHOONER BAY TRAIL**

Community information Open House event is scheduled for July 13, 2023 at the Driftwood. Commissioners will attend to take questions/comments and serve refreshments. CRD is posting project information online. Consultation is stage 1, followed by Fundraising. Commissioner Fawcett is developing connections with prospective founding donors.

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**7. REPORTS**

**7.1 Chair:** Report circulated prior to the meeting.

**7.2 Maintenance :** Report circulated prior to the meeting. Mowing will slow down due to “extreme” fire rating. Erosion mitigation and picnic table construction are next priorities. In addition, Ben flagged Liliias Spalding Heritage Park on South Pender. The partially collapsed historical structure has been identified as a risk for kids playing in the park. Ben recommends a low split- rail fence with a “keep out” sign to manage risk, Blackberries prohibit entry on one side and Commission agreed to erect split rail on the remaining sides. Ben also recommended closure of Ellena Road loop trail (Access 77). The Commission shared a thank you letter from a community member for Contractor work at Oak Bluffs.

ACTION: Commissioners Geroux and Baile will assess #77 for trail closure.

**7.3 Recreation Grants:** Commissioner Tretick reported that the Rec Grants Committee is reviewing applications and will bring recommendations to the August PIPRC meeting. The Chair reviewed conflict of interest guidelines for Commissioners in regards to the Recreation Grant awards.

**7.4 Stewardship:** Commissioner O’Brien reported that she will reach out to Pender School to engage youth as part of the TD Grant activities. Grant funds will be shared among Disc Park and Shingle Bay once a restoration plan is developed. PICA is also doing invasive removal at Gardom Pond and Kingfisher Forest. CRD is assisting with arranging for an onsite incinerator to deal with biomass, to be followed by native planting. Commissioners were encouraged to identify PIPRC sites for additional planting of trees/shrubs. TD Project Plan will be reviewed at the next meeting.

**7.5 Treasurer:**

**7.5.1 Report:** circulated prior to the meeting. CRD financial reports not yet received and a full Q1/2 report will be reviewed in August. Commission discussed the best way for PIPRC to support the capacity of local groups seeking Recreation Funding but for operational not project based purposes.

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**ACTION:** Commissioner Leroux will explore operating vs recreation funding options with Justine Starke.

**7.5.2 Pender Youth Sports Association:** The Chair reviewed the support provided by PIPRC to the Youth Sports Association. In recent years Recreation Grant funds have been awarded to YSA to cover their annual insurance premium for the ball park and disc golf park.

**7.5.3 2024 Budget Development:** Treasurer will circulate a draft proposed budget to the commission for input. Discussion of priorities included Schooner Trail project, stewardship, management of existing assets, increased use of contractor, strategic relationships with community groups and assignment of Indigenous Consultation costs. CRD expects the PIPRC budget request in October 2023.

**ACTION:** Chair will take incoming Commissioner Sullivan through the PIPRC financial statements by way of orientation prior to the August meeting.

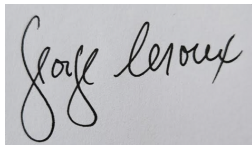
**7.6 Communications:** Lori is now monitoring the CRD email and maintaining a correspondence log to support timely responses and follow up. Next Post articles: AUGUST: Fire Prevention in Parks (Commissioner Baile) and SEPTEMBER: Recreation(Commissioner Tretick)

**8. NEW BUSINESS**

Incoming Commissioner Sullivan inquired about how to proceed if he identified needed maintenance/work at PIPRC sites - current concern about boardwalks. Chair encouraged all Commissioners to reach out to Ben if they saw needed maintenance.

**9. ADJOURNMENT 5:25 p.m.**

Approved at the August 14, 2023 Meeting:



Chair  
Pender Island Parks and Recreation Commission