

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

**Minutes of Regular Meeting**

**Monday October 16 , 2023 3:00 pm**

**Zoom/Pender Community Hall**

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

**1. CALL TO ORDER** - Chair Leroux called the meeting to order at 3:00 pm. **2.**

**2. APPROVAL OF AGENDA**

**MOTION** to approve the 16 October 2023 PIPRC agenda as amended to include "4.4 Ursula Poepel Park" . M-Commissioner Tretick, S-Commissioner Mills.

**CARRIED.**

**3. ADOPTION OF MINUTES**

**MOTION** to approve the 11 September 2023 PIPRC minutes. M-Commissioner Baile, S-Commissioner O'Brien. **CARRIED.**

**4. CORRESPONDENCE and BUSINESS ARISING**

**4.1 Magic Lake Dock:** Zoning change is pending.

**4.2 Found Rd Trail:** Signage quotes were circulated prior to the meeting. Commission agreed to proceed with the quote for larger signage.

**ACTION:** Ben will arrange installation of signage at Found Rd and provide post costs to Chair.

**4.3 Ellena Trail closure update:** A rationale for closure has been written and will be shared with CRD after Ben reviews material.

**4.4 Ursula Poepel Park:** Commission agreed to approach landowner regarding remediation/planting at the disturbed portion of the site. Seeding will be done this month.

**5. DELEGATION: Pump Track - Marie-Andree Cloutier & Jaime McLean**

The delegation shared an information package on the Pump Track and reported on community outreach-personal and in writing- to park neighbours. Many neighbouring landowners have written letters of support for the track. Delegation submitted documentation that 116 Pender Residents have signed a support pledge along with 20 plus letters of support from a mix of island organizations and individuals. Delegation recommended PIPRC support the development of approximately 1500 sq feet of paved track, as a hard surface increases user reach. Phase 1 is the pump track and Phase 2

could be more playground props. Wheelchair accessibility is also possible with a short paved extension.

The Commission thanked Marie and Jaime for the update and agreed to review the submitted information.

**ACTION:** Lori will circulate the Pump Track support package submitted by the Delegation.

## **6. MAINTENANCE/OPERATIONS REPORT - Ben Symons**

Heart Trail Extension: requires additional directional signage. Ownership/License of Use unclear.

Shingle Bay: Shauna Hucaluk, CRD Archeology Manager, visited Shingle Bay with Ben. Historical cultural use is evident on the foreshore. An archeological assessment would be required if working on the lower section of the site. Materials can be added to the site, with a Monitor present. Ben will continue to explore drainage options that don't engage with the noted section of the foreshore. Restoration work can proceed and a separate drainage plan will be developed. Capital funds are in place for this work.

Capstan: Degraded boardwalk was reviewed at Capstan and no archeological issues were raised. Tree losses likely due to drought. The Commission will explore watering options and replanting this Fall.

Yard Arm: Commission agreed to proceed with trail stairs repair.

**ACTION:** Ben will develop a drainage proposal for Shingle Bay.  
Lori will contact CRD to clarify Heart Trail Extension use.

## **7. TOPICAL ISSUES**

**7.1 2024 Operating Budget:** Treasurer reviewed and discussed the draft Operating budget in detail. Commission agreed to add resources for a map update/redesign and a park assets inventory. Commission also agreed to explore a partnership with an island non-profit to access a summer/co-op student.

**7.2 2024 Capital Budget:** Treasurer reviewed and discussed the draft Capital budget in detail.

**MOTION** to recommend the draft 2024 PIPRC Operating and Capital budgets, as amended, to the CRD for approval. M- Commissioner Fawcett, S-Commissioner Tretick. **CARRIED.**

ACTION: Commissioners Tretick and O'Brien will develop a student proposal.

## 8. **PROJECTS**

**8.1 Schooner Way Trail:** CRD will submit the grant application by October 27/2023 with a decision likely for January. Fundraising going well - strong support from many smaller individual donations and significant donations from island businesses and organizations. Correspondence was received regarding log term maintenance costs for the Trail and will be addressed at the next meeting.

**8.2 Shingle Bay Park and Trail :** under Maintenance Report.

**8.3 Stewardship - Erin:** Planting schedule will be developed in partnership with PICA and will include an evaluation of sapling cages/anchors.

ACTION: Commissioners O'Brien & Sullivan will connect on saplings.

## 9. **REPORTS**

**9.1 CRD Director:** Deferred.

**9.2 Chair:** Budget development was focus since last meeting.

**9.3 Treasurer:** Deferred.

**9.4 Communications:** Chair -November and Comm.Fawcett-December

**9.5 Stewardship Report:** reported under Projects and Topical issues.

## 10. **NEW BUSINESS**

**10.1 Magic Lake abandoned boats disposition:** Commission will seek guidance from CRD staff and arrange disposal as appropriate.

ACTION: Lori will follow up with Justine Starke - CRD on boat disposal

**10.2 Permit Application** Three on the Tree - Lantern Festival.

**MOTION** to approve the Three on the Tree park use permit application for the Lantern Festival in Magic Lake Park on December 30/2023-Jan. 1/2024. M-Commissioner Tretick, S-Commissioner Fawcett. CARRIED.

**10.3 Next Meeting:** The Commission agreed to hold the final meeting for 2023 on December 4, 2023 and set a 2024 Schedule at that meeting.

Chair Leroux left the meeting and Commissioner Fawcett assumed the Chair. Stephen Henderson-CRD Real Estate joined the meeting.

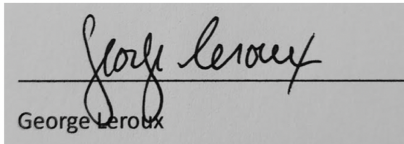
## **11. LAND ACQUISITION-IN CAMERA**

MOVED by Commissioner Fawcett SECONDED by Commissioner Tretick to close the meeting in accordance with the *Community Charter, Par 4, Div. 3, Section 90(1)* Commission moved to the closed session at 4:40 p.m.

Commission rose from the closed session and adjourned at 5:10 p.m.

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Approved at the 04 Dec. 2023 PIPIC Meeting:



George Leroux

Chair-PIPRC