

Meeting Date: August 16, 2025

Meeting Minutes

Prepared by: Amy Harding, Secretary

Please submit proposed corrections or omissions to amy@hardingworks.org within two weeks of minutes publication date.

In Attendance

Executive Committee

Anna LeBlanc, President

Amy Harding, Secretary (remote)

Board of Directors

Anne Chaldecott

Jenn Langille

Nancy MacDonald

General Membership

Corinne Cameron

Susan Forsyth

Cathy Gibson

Phillip Landry

Paula Law

Myrna LeBlanc

Susan MacCallum-Whitcomb

Sarah MacDonald

Darrell Rankin

Sheila Rankin

Dave Read

Brenda Spence-MacLeod

Dee Thompson

Duck Thompson

Colin Whitcomb

Geoff White

Call to Order, Approvals

President Anna LeBlanc calls meeting to order

- **Motion:** Ducky Thompson **Seconded:** Nancy MacDonald

Vote: all in favour, motion carried

PICA Thank You!

In addition to discussing 'island business,' PICA meetings are an opportunity to recognize and thank volunteers who have made particularly noteworthy contributions to the community in the preceding month.



August 2025: PICA Would Like to Thank...

- **Jenn & Sarah**, for the pancake breakfast fundraiser!
- **Craig Clark**, for the presentation he gave on Estate Planning! (Which he has offered to do again next summer.)
- **Gretchen**, for volunteering to get the food for the BBQ!
- Everyone who completed our communications survey and made suggestions about the website!
- Anna & Casey would like to thank **everyone who came to their engagement party!**

Agenda Item: Continuing Business - Updates

Grant Funding & Funded Projects:

- Solar & water project complete. Ed is just waiting for a couple of final bills, and Amy can then submit final report. We have hot water!
- MOPC grant (\$500): funding confirmed, paperwork in progress.
- Municipal services grant (\$4,900): hope is to use toward Community Centre upgrades (window replacement): application has been submitted.
- Anna is working on the federal accessibility grant application (hopefully to fund Community Centre ramp construction. While it involves more hoops than expected, it is in progress and tracking to be submitted before the November deadline.

Alder Clearing:

- PICA issued a request asking all residents & visitors to call DoT last month. Anna called to follow up on August 15th. The DoT's message was essentially that they hear us, they understand the need and its importance, but at the moment they are dealing with 'bigger fish.' (Presumably wildfires.) PICA may reissue request to call in mid-September.

Insurance

- Jenn has reviewed our insurance documents. While we purchase annual *event* liability (through NSRec), we do not have overarching liability insurance as part of our policy.
- If we're underinsured, even if it's a liability issue (rather than a damage/rebuild issue), the company may have cause to deny a liability claim. Jenn suggests there *might* be a way to separate liability coverage from damage/fire coverage.
- Next steps:
 - Get input from both Rob and Caitlin regarding assessed value of Community Centre, Recycling Depot, & Heritage Building. (To address possibility of being under-insured.)
 - To explore having liability insurance across all community properties independent of fire/damage insurance.
 - Once assessed structure values have been determined, cost to insure for fire/damage (rebuild) insurance can be quoted. Once we understand those costs, we can vote on which structures to get comprehensive insurance on.

Agenda Item: Craft Auction

- Craft auction closed on August 15th, and raised a total of \$1,765.
- We generally donate proceeds of the craft auction to another community organization. (2023: Church; 2024: Harbour Authority).
- Anna motions to donate this year's proceeds to the Fire Department.
Motion: Anna LeBlanc **Seconded:** Amy Harding
Vote: all in favor, motion carried
- It is observed that using Facebook to run the auction has limitations, as not everyone uses Facebook. Noted that running auction through new website is a possibility to explore.

Agenda Item: Communications Survey & Website

- Sixty people have responded to the Communications survey.
 - More than half the respondents said that if the island website contained info on upcoming events, they would use it as a *primary* 'island info' source. Only one

respondent reported that they would likely not use a website with such information. 95% said they would like to see a specific section for residents, with info about junk runs, etc. Based on these data, Amy suggests proceeding with the project of building a new website, and incorporating suggestions received via the survey.

- Only 55% of respondents said they would like to receive time-sensitive info via text message – while 90% who said they would like to receive it via email. Amy has looked into text alert services but notes that the costs are not possible to identify without reference points of how many recipients and how many messages per month. She suggests this possibility be considered for a future ‘test month’, but that the website be prioritised.
- Amy has identified a few potential, wholly Canadian-owned hosting services that provide website-building tools. She anticipates the initial build taking 25 hours, and is happy to donate that time provided she is able to do so in August before her fall work travel begins. She ballpark the annual hosting & tools fees as not to exceed \$300.
- Nancy notes concern about domain name. Amy mentions hoping to register a domain like pictouisland.ca, but ultimately would like to migrate the pictouisland.com domain to our server, if PARL is willing (presuming they own the domain). Nancy notes that PARL is very willing to work with us.
- It is agreed that the goal is not to have a separate website for residents. The goal is a single website (although during testing there will be a period where both are live).
- Susan motions that we approve the \$300 cost so that Amy can begin site build.
Motion: Susan Forsyth **Seconded:** Brenda Spence-MacLeod
Vote: all in favor, motion carried
- Amy asks for volunteers to review site and provide feedback once the initial build is complete. Anna collects names. Susan MacWhit volunteers Sophie and her expertise.
- A review of the survey responses will be conducted next week to make sure everyone who asked will be included on PI email list.

Heritage Society Report

- Brenda reports:
 - MaryAnne is editing the Church & Cemetery panel content, as it was a bit text-heavy. The panels will be produced this fall. In response to a question about their cost, she refers people to Lorne for the exact amount but she believes they cost about \$2,000 each.
 - They are looking at doing panels for the cannery sites and wharf, but notes she overstress the amount of work that goes into them: even completing 1 per year is a substantial time commitment.
 - PIHS’s current major project is working on their terms of reference and bylaws.
 - There will be a general meeting August 30th if people would like to attend. This will be followed by card party: \$5 to play; 50/50 tickets. The game is Auction 45s, Pictou Island rules. At this event, the drawing for Sheila’s painting will also take place.

Harbour Authority Report

- Jenn reports:
 - Concrete is supposed to arrive today (August 16th) for the boom. The same contractor is doing both the replacement ice shields and foundation work for the boom. We are very fortunate in that Smallcraft Harbours paid for the engineering of this work (~\$5,000). They are also paying for foundation work (\$40K + tax) – which is a huge help for us!
 - The boom will be installed in different location than present, at the beginning of loading dock. The quote received did include SteelPro's cost of installation, but that was only good for 30 days and has expired: they are working to provide a new one.
 - The new winch's reach will be 12' – so can reach much farther than the old one.
 - We were selected last year to be part of SHA's 'remote community' recycling initiative. Last year they gave all boats at wharf spill kits. This year they are providing recycling/garbage bins. Jenn has written a letter to the leadership of this initiative asking that they consider providing us some financial support for the winch, as having it would facilitate our removal of garbage and recycling. Jenn has written a letter for consideration to this end.
 - Jenn estimates that the total amount left to raise to be able to complete the project is about \$12,500.
 - A second order of cookbooks are ready to be picked up in Halifax. Amy volunteers.

Dock Usage & Wharf Parking Reminders:

1. If you move the stairs on the dock, please return them to their original position.
2. do not back up into the loading zone: please observe the painted markings that delineate this area on the wharf.

- There have been multiple instances of stairs being moved on the dock, and about people parking and double-parking in loading area.
- SHA says is okay to put marks down to indicate where the stairs go, which will hopefully this will encourage people to replace them when they move them.
- It is suggested that we send email about not parking on wharf in loading/unloading zone, and perhaps repaint the markings for that area.
 - It is noted that markings on the 'ground' of the wharf are hard to see, which may be why people continue to back up past it. It is suggested that perhaps we add stop signs / markings on kerbing and wall.

Fire Department Report

- Jenn reports:
 - Deborah did CPR training last Saturday on the new dummies.
 - They have reached out to the PEI provincial government about the possibility of getting a stretcher from them and are waiting to hear back.

- All are still working on their firefighter course.
- The new Fire Hall: they are working on plans to prepare and clear land this fall. Jenn welcomes any ideas about fundraising, as the new hall is a substantial undertaking.
- They are interested in identifying funding/grant opportunities for having nurse/medical service on the island, but first need to get an idea of what that might look like and then put together a concept proposal. Gretchen notes that perhaps we could contact our municipal and provincial reps. Jenn invites people who feel strongly to get involved in this initiative!
 - Nancy suggests a monthly pancake breakfast as a fundraiser. Jenn notes that it was a one-time thing for the boom, but that event proved it can be a success. Suggests if anyone wants to take it on as a fundraiser, that's a great idea!
 - Anna comments that if anyone has ideas about how to fundraise, bring them to the Board and we can help flesh that out.

Agenda Item: General Housekeeping

The island remains under a total burn ban due to extremely dry conditions.
Please watch for lightning strikes and note there are to be absolutely...

NO FIRES

- **Trash:**
 - There has been a lot of litter this summer (not just island, Caribou as well). If you see it, speak up: *we do not have the facilities to handle that here.*
 - Municipality is working on the 'no garbage' signs in the works and has confirmed that the island is getting at least one.
 - If you see trash, please pick it up.
 - The volume of garbage being sent to our Caribou dumpster is more than usual, because we can't burn on the island. Butch & Krista have volunteered to stay on top of it.
- **Picnic Park:**
 - People have been putting trash in the rain barrel at the east end picnic park. Gretchen suggests a sign saying 'this is for water, not garbage.' Nancy suggests a removable screen. Amy suggests installing a semi-permanent screen and a spigot on the side. Anna notes spigot kits can be purchased at hardware supply stores.
 - Gretchen suggests planting some perennials.
 - Brenda asks about the status of the cairn. Anne is talking to Brent, who will look into what is needed this fall. We can get him some volunteers.
- **Roads:**
 - It's very dry: please be mindful of speed when driving, to try to keep dust down

Agenda Item: AGM & BBQ

- Anna will send reminder to committee heads: need report for next weekend.

- Gretchen organizing BBQ. Anna will pick up food. Has BBQs and cookers.
- Last year there was a donation box. This year the BBQ costs will be partially covered by the MOPC grant. It is agreed that this will remain a 'by donation' event as 1) the grant is a one-time thing and 2) it was discussed at an earlier meeting that we may use 25% of the donations to continue our traditional of an annual off-island charity donation.

Agenda Item: New Business

- Paula suggests an idea for next year's for summer students: little video clips about our situation, the garbage, etc., for social media. Could be a collab between the two student positions.
- The Pictou Food Producers (President Steve Rawlings, VP Joyce H, Secretary Geoff) are meeting every first Saturday of the month, looking to coordinate gardening efforts. More to come! The next meeting will be held September 6th.
- Bonnie is looking into obtaining more 'children at play' signs from the province.

Adjournment

Motion to adjourn: Geoff White

Seconded: Susan Forsyth

Vote: all in favour, motion carried