

**PENDER ISLAND PARKS AND RECREATION COMMISSION (PIPRC)**  
**Minutes of Regular Meeting**  
**02 December 2024 3:00 pm**  
**Zoom/Pender Community Hall**

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

**Guests:** Paul Kubik, Tim Frick, Peter Taylor.

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

1. **CALL TO ORDER:** The Chair called the meeting to order at 3:00 p.m.

2. **APPROVAL OF AGENDA**

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

3. **ADOPTION OF MINUTES**

**MOTION** to approve the 21 October 2024 PIPRC minutes as corrected. M-Commissioner Tretick, S-Commissioner Suh. **CARRIED.**

4. **DELEGATIONS:** None.

5. **OPERATION REPORTS**

5.1 **Maintenance:** Report circulated prior to the meeting. Shingle Bay bridge slated for repair. Boat clean up at Magic Lake is underway. Commissioner Tretick will contact owners of the remaining 4 boats. Wind Phone signage has been ordered. Masthead culvert will be installed soon. Commission thanked Ben for his excellent work on the trails.

5.2 **Restoration:** Report circulated prior to the meeting, including photos from restoration sites. Priority sites as identified in contract continue to be the focus until March 2025 Privateers is slated for invasive removal via separate CRD contract. Enchanted Forest trees are thriving. Pump Track planting is scheduled for January. Shingle Bay work parties have been well attended.

5.3 **Capital Projects:** Report circulated prior to the meeting.

- **Schooner Way:** Surveying done in anticipation of final tender. Rob will seek clarity from CRD/Titles regarding affected easement.
- **Pumptrack:** Privacy planting is scheduled.
- **Wind Phone:** Installed, and signage pending. Rob will develop a communication to the community.
- **Dog Park:** A questionnaire has been circulated to direct neighbours. Neighbours visits have been conducted and have been largely positive. Thieves Bay neighbours are also being consulted.

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**6. REPORTS**

6.1 **CRD Director:** Paul thanked the Commission for their excellent work.

6.2 **Chair/Treasurer Report:** Treasurer presented a detailed overview of 2025 Capital projects and existing PIPRC Master Plan, circulated prior to the meeting.

**MOTION** to accept the 2025 Capital Budget plan as proposed.  
M-Paul, S-Andrea. **CARRIED.**

6.3 **Communications:** Wind Phone and Found Road for January-Rob will draft Wind Phone and send it to Commissioner Tretick. February will focus on Schooner Way Trail. Restoration update in March. Erin will submit an update to George.

**7. CORRESPONDENCE AND BUSINESS ARISING**

7.1 **Mortimer Spit:** Community members have been asking for road improvements but costs of related studies are not feasible for the Commission. Mortimer Spit is managed under the Heritage Conservation Act (provincial) which severely restricts activities at historically significant sites. The Commission has informed the community that the Spit is under the HCA and that the Commission has discussed the item.

7.2 **Tree Work:** Commissioner O'Brien asked the Commission to support an application to the [Habitat Conservation Trust Foundation](#) for funds for tree work on CRD lands, including PIPRC sites. Wildlife Tree Stewardship funds from HAT would promote responsible tree stewardship in the community and offset the Commission tree work budget. The Commission agreed by general consent to support the application.

7.3 **Disc Golf Tee Box Improvements:** Two new tee boxes have been installed using volunteer labour. Supply costs will be covered by PIPRC. A maintenance agreement will be developed by Chair and Rob, prior to review by CRD.

7.4 **Commissioner Appointment Update:** Richard Sullivan has resigned from the Commission. Chair proposed a Commission Nominations Committee. Paul, Andrea, Lisa and George will meet by the end of year.

**8. CORRESPONDANCE**

8.1 **Kayak Launch:** Multiple community members contacted the Commission to request increased kayak launch spots on Pender. Murada Beach will be visited by Rob for suitability. Ben noted that Craddock, Higg's Road and Boundary Pass may also be options.

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8.2 **Mouat Park:** A neighbour contacted the COmmission to ask that the small park be managed by the Commission. Currently the site is managed by Magic Lake Property Owners via Covenant. Rob will connect with Bob Coulson from Magic Lake Property Owners association.

**9. PROJECTS**

9.1 **Trail Inventory:** Park and Trail inventory is ongoing. Commissioner Tretick circulated a project update prior to the meeting. Magic Lake and South Pender are outstanding. Lori will circulate a list of the outstanding sites to the Commission who will complete visits.

9.2 **Map Update:** Appropriate base layer map is in development. The trail inventory will support the development of the map.

**10. NEW BUSINESS**

10.1 **2025 Schedule:** 2025 Commission will meet the second Monday of the month. Lori will send a list of dates to Commissioner Mills for hall availability.

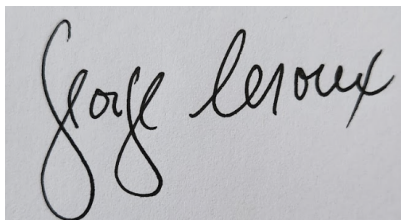
**10.2 In Camera - Maintenance Contract**

**MOTION** to close the meeting in accordance with the *Community Charter, Par 4, Div. 3, Section 90(1)*. M-Commissioner Tretick, S-Commissioner Brent.  
Commission moved to the closed session at 4:35 p.m.  
Commission rose from the closed session at 4:45 p.m.

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

**12. NEXT MEETING:** January 13, 2024 at 3:30 p.m.

Minutes approved at the 15 Jan 2024 PIPRC Meeting:

A rectangular box containing a handwritten signature in black ink. The signature is written in a cursive style and appears to read "Geoff Leroux".