

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

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

**Guests:** Bob Coulson (Magic Lake Property Owners Association), Shauna Huculak (CRD Archeology), Stephen Henderson (CRD Real Estate).  
Sarah Labadee.

**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 21 Oct. 2024 PIPRC agenda.  
M-Commissioner Brent, S-Commissioner Mills. **CARRIED.**

3. **ADOPTION OF MINUTES**

**MOTION** to approve the 09 Sep. 2024 PIPRC minutes as corrected.  
M-Commissioner Brent, S-Commissioner Suh. **CARRIED.**

4. **DELEGATIONS:** Bob Coulson from the Magic Lake Property Owners Society joined the meeting to discuss concerns for the proposed BC Hydro project at Thieves Bay.

5. **OPERATION REPORTS**

5.1 **Maintenance:** Report circulated prior to the meeting. Fall work is planned for Shingle Bay, boardwalk extension in the Enchanted Forest and Found Road Signage. Heavy rains have affected Masthead trail, and Ben will talk with CRD Archeology regarding larger culverts at that site. Further tree work at Thieves Bay is on hold until 2025.

5.2 **Restoration:** Report circulated prior to the meeting. Cedar replanting at Capstan Lane was successful. Masthead - Shingle trail work parties are being planned.

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

- Schooner Way - School Trail: Tendering for phase 1 materials is in development. Construction signage has been erected.
- Pumptrack: Ben and Rob will workplan final works on the site.
- Wind Phone: Heart Trial site has been selected and signage is underway. ●
- Dog Park: Early development options are being reviewed.

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**6. CORRESPONDENCE AND BUSINESS ARISING**

**6.1 Community Gym Use and insurance:** Insurance costs have significantly increased for organized activities at the gym, increasing user fees. PIPRC has asked CRD/School for more information.

**6.2 Boat Storage at Magic Lake:** A request for boat storage was received from a community member. The Commission is not planning to provide a boat storage structure. Boat owners store boats onsite at their own risk, and an annual fall clean up of unmarked boats is planned.

**6.3 SD64 Field and Rink funds:** Following a request for financial support, the Chair confirmed that PIPRC cannot expend funds on sites not CRD / PIPRC owned and/or managed.

**6.4 Edgewood Subdivision:** Inquiry received regarding possible parkland arising from a proposed new subdivision. Application is pending with Islands Trust and no action is required from PIPRC currently.

**6.5 Pumptrack Use Issues:** Complaint received about nighttime use and litter. Ben and Rob will address with clear signage and community education.

**6.6 Recreation Grants 2024:** Two applications were missed during the review and decision process earlier this year. The two applications were submitted via the Community Folders at Dockside Realty. Since this was a process oversight, we reviewed the applications on their own merits and checked with CRD-HQ on options.

**MOTION** to provide a \$1000 Recreation Grant to Pender Island Junior Sailing in January 2025. M-Commissioner Brent, S-Commissioner Suh. **CARRIED.**

Chair will notify Jr. Sailing of the January 2025 grant and Sandra will provide feedback to the other applicant regarding the need for a more detailed application in 2025.

**6.7 Mortimer Spit:** Commission has received several requests for road work at Mortimer Spit. Shauna Huculak from CRD joined the meeting and reported that Mortimer Spit is managed under the Heritage Conservation Act (provincial) which severely restricts activities at historically significant sites. Chair and Director Brent will work with CRD-HQ to draft a Community Update regarding Mortimer Spit. The Commission will consider closing the Spit to vehicular access. All Commissioners will visit the site in advance of the next meeting. The Commission thanked Shauna for their assistance.

**6.8 Lantern Festival:** Application received from Three on the Tree Society.

**MOTION** to approve the Lantern Festival special event application submitted by Three on the Tree Society for Dec. 28-31, 2024. M- Commissioner Tretick, S-Commissioner Baile. **CARRIED.**

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**7. TOPICAL ISSUES**

**7.1 2025 Operations Budget:** An updated draft Operations budget was circulated prior to the meeting and reviewed in detail.

**MOTION** to recommend to the CRD the draft 2025 PIPRC budgets, as circulated in advance, and requesting a 7.5% increase to the Operational budget and a 4.0% increase to the Recreation budget as compared to f24. M-Commissioner Leroux, S-Director Brent. **CARRIED.**

**7.2 2025 Capital Budget:** An updated draft Capital budget was circulated prior to the meeting and reviewed in detail.

**MOTION** to recommend to the CRD the draft 2025 Capital PIPRC budgets as circulated. M-Director Brent, S-Commissioner Tretick. **CARRIED.**

**8. PROJECTS**

**8.1 Trail Inventory & Map Update:** Park and Trail inventory is ongoing. An appropriate base map for the map is being secured.

**9. REPORTS**

**9.1 CRD Director:** Significant population increases have spurred increased Recreation funding requests from several Commissions. Decisions on PIPRC's request is pending.

**9.2 Chair:** No written report. Verbal report of correspondence during past month and budget drafts.

**9.3 Treasurer:** Budget development was focus of this period.

**9.4 Communications:** The Pender Post December article will focus on Mortimer Spit and a review of the past year. Chair and Commissioner Tretick will arrange.

**10. NEW BUSINESS**

**10.1 Commissioner Terms Review:** Status of Commissioner's terms were reviewed. Lori will contact all Directors regarding terms and willingness to be considered for reappointment.

**10.2 Unclaimed funds:** PIPRC may have unclaimed funds. Referred to CRD Finance.

**10.3 In Camera - Land Acquisition** - Chair Leroux left the meeting. Commissioner

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Tretick assumed Chair.

**MOTION** to close the meeting in accordance with the *Community Charter, Par 4, Div. 3, Section 90(1)*. M-Commissioner Brent, S-Commissioner Tretick.  
Commission moved to the closed session at 4:40 p.m.

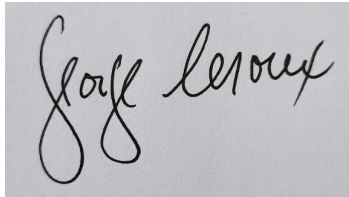
Commission rose from the closed session at 5:10 p.m.

11. **MOTION TO ADJOURN** The meeting adjourned at 5:10 p.m.

12. **NEXT MEETING**: December 2, 2024 at 3 p.m.

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Approved at the 02 December 2024 PIPRC meeting:

A rectangular box containing a handwritten signature in black ink. The signature is written in a cursive style and reads "George Leroux".

George Leroux  
PIPRC Chair