

**PENDER ISLAND PARKS AND RECREATION COMMISSION (PIPRC)**  
**Minutes of Regular Meeting**  
**April 08, 2024 1:30 pm**  
**Zoom/Pender Community Hall**

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

**Staff:** Ben Symons (Maintenance Contractor), Lori Seay-Potter (Recorder)  
Melody Pender(CRD Liaison)

**Guests:** Liis Graham, Three in the Tree Society

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

2. **APPROVAL OF AGENDA**

**MOTION** to approve the 08 April 2024 PIPRC agenda as amended to include 10.1 Cliffside Trail, 10.2 Buck Lake Fence, 10.3 Conery Railing. M-Commissioner Tretick, S-Commissioner Suh. **CARRIED.**

3. **ADOPTION OF MINUTES**

**MOTION** to approve the 04 March 2024 PIPRC minutes as amended. M-Commissioner Brent, S-Commissioner Tretick. **CARRIED.**

4. **CORRESPONDENCE and BUSINESS ARISING**

- 4.1 **Found Rd Trail Signage:** Pending design support from CRD.
- 4.2 **Masthead:** Tree work delayed due to nesting activity.
- 4.2 **Buck Lake tree:** Arborist report has been sent to the homeowner.

5. **MAINTENANCE/OPERATIONS REPORT** - Ben Symons

Report circulated prior to the meeting. Thieves Bay Outhouse will be completed in April 2024. Planning Quotes for Shingle Way field work is underway.

6. **DELEGATIONS:**

Liis Graham from Three in the Tree Society proposed art installations with Pender School for Enchanted Forest and Heart Trail, and sought approval from PIPRC ( and other stakeholders including Islands Trust Conservancy and Parks Canada). Work will be created with Grade 5-7 students and be installed from June -September. Commission requested that signage be erected to inform the public that this is an art installation, to not remove items and to leave only natural materials.

**MOTION** that PIPRC support Three in the Tree's art installations at Heart Trail and Enchanted Forest and that signage be installed to encourage users to respect the artwork and leave only natural materials M-Commissioner Tretick, S-Commissioner Baile. **CARRIED.**

**ACTION:**Ben will approach Islands Trust Conservancy regarding art installation signage for Hart Trail and Enchanted Forest.

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**7. TOPICAL ISSUES**

**7.1 Recreation Grants 2024:** Grant intake is open until June 30. Application is posted online and grants will be promoted via Pender Post and social media. 2023 grantees have been reminded to submit Grant Reports by June 30.

**7.2 Project Coordinator Update:** Rob Fawcett has been contracted to coordinate PIPRC Capital projects for one year, and has resigned his role as a Commissioner. Project Coordinator will attend Commission meetings to give a monthly report at the beginning of the agenda.

**7.3 Community Engagement:** Commission will hold a Presentation/ Open House on April 13 at the Pender Hall focused on capital projects. Project drawings and handouts will be available. PIPRC contractors have met with CRD staff to explore online engagement as well. Highlights of proposed projects will be posted on Facebook.

Some demand for another dog park continues. The status of the “Dogs under Control” bylaw for Pender will be investigated.

There is a growing interest on Pender in trail networking.

**ACTION:** Lori will contact CRD regarding Dogs under Control Bylaw.

**7.4 Special Event Permits:** The Commission reviewed the current Special Event Use form and agreed to make changes to accommodate large events such as Disk Park tournaments.

**MOTION** to amend the PIPRC special event form to remove the event maximum of 125 people AND to read *“events attracting 25 or fewer participants, please fill out Part A only. For events attracting 26+participants, please fill out Part A and B”*. M-Commissioner Tretick, S-Commissioner Baile. **CARRIED.**

**8. PROJECTS**

**8.1 Schooner Way Trail:** ICET Community Works and Active Transportation grants have been approved. Projected cost for Phase I is \$1.1 million. Fundraising target for Phase One is \$250,000, over half secured in pledges. Pledges and donation forms will be available at the Open House and a Community Fundraising Committee has been struck. CRD is assigning an Engineer to lead the project. Necessary easement talks are underway.

**8.2 Pump Track:** Rob met with project proponents to review neighbour consultation activities and letters of support. Proponents have also met with those who have noted opposition to the track location and plan to attend the Open House to take questions and gather feedback.

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**8.3 Shingle Bay / Masthead Restoration Plan:** UVic students assisted with one planting day and another event is planned for Earth Day. Cedar donations have been pledged.

**8.4 Magic Lake Dock:** Rob and Ben will work together to construct the dock; budget and rezoning are in place and community engagement is underway.

**8.5: Trail Inventory & Map Update:** Assets have been submitted to the designer including wildlife information. June 1 is the targeted draft date.

**8.6 TD Grant:** Commissioner Baile will submit the TD report to CRD.

## **9. REPORTS**

**9.1 CRD Director:** No report.

**9.2 Chair:** Reported under projects and topical issues.

**9.3 Treasurer:** Dog waste management costs are up almost 50%. Budget is fully approved and the Q1 report will be reviewed at the May meeting.

**9.4 Communications:** Rob will write an Open House recap for May Pender Post

**ACTION:** Commissioner Tretick will contact the Chair about the June article.

## **10. NEW BUSINESS**

**10.1 Conery Request:** Neighbours are requesting a handrail for accessibility.

**10.2 Cliffside Trail:** Deferred to May 2024.

**10.3 Buck Lake Fence:** Deferred to May 2024.

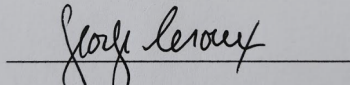
**10.4 Commissioner Recruitment:** As Rob Fawcett has resigned, the Commission has a vacancy and will advertise in the post and social media.

**ACTION:** George will discuss hand rail for Conery with Ben.

**11. MOTION TO ADJOURN** The meeting adjourned at 4:45 p.m.

**NEXT MEETING MAY 6, 2024 at 3 p.m.**

Approved at the 06 May 2024 PIPRC meeting:



George Leroux

**George Leroux-Chair PIPRC**