

PENDER ISLAND PARKS and RECREATION COMMISSION (PIPRC)

Minutes of Regular Meeting

29 Jan 2024 3:00 pm Zoom/Pender Community Hall

**Commissioners:** Erin O'Brien, Lisa Baile, Sandra Tretick, Rob Fawcett, Andrea Mills (3:20 arrival), Paul Brent(4:20 departure), Richard Sullivan **Regrets:** George Leroux

**Staff:** Ben Symons (Maintenance Contractor), Lori Seay-Potter (Recorder)

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1. **CALL TO ORDER** : Director Brent called the meeting to order at 3:04 p.m and offered territorial acknowledgements.
2. **ELECTION of OFFICERS:** Commissioner Brent conducted the election of 2024 Table officers:
  - George Leroux-Acclaimed as Chair.
  - Sandra Tretick - Acclaimed as Vice Chair.
  - George Leroux-Acclaimed as Treasurer.

In the absence of the Chair, Vice-Chair Tretick asked Commissioner Fawcett to Chair the remainder of the meeting and he agreed.

3. **APPROVAL OF AGENDA**  
**MOTION** to approve the 29 January 2024 PIPRC agenda as amended to include 5.5 Youth Sports and 11.3 Land Acquisitions M-Commissioner Brent, S-Commissioner Fawcett. **CARRIED.**

4. **ADOPTION OF MINUTES**  
**MOTION** to approve the 04 December 2023 PIPRC minutes as corrected. M-Commissioner Brent, S-Commissioner Tretick. **CARRIED.**

5. **5. CORRESPONDENCE and BUSINESS ARISING**

**5.1 Found Road signage:** Still in process.

The Commission agreed to add a PIPRC Signage Review to the next agenda.

**ACTION:** Commissioner O'Brien will connect with Ben on Found Rd Signage.

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

Maintenance report was circulated prior to the meeting. Masthead access neighbour has contacted PIPRC and clarity is being sought on the shared use issues. Disc Park outhouse fencing has been repaired. Ben recommended removal of fencing at the site. Ben has spoken to the Conery Crescent neighbour who has requested a diversionary trail. The Commission will revisit in March 2024 once CRD provides clarity. Panda Bay sign regarding internet work has limited information and PIPRC will seek further info from CRD/MOTI.

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ACTION: Ben will send Lori Masthead maps.  
Lori will contact CRD regarding Masthead and Panda Bay.

7. **DELEGATIONS**

None.

8. **TOPICAL ISSUES**

8.1 **Master Plan** - 2024 Goals for PIPRC. TABLED.

8.2 **ICET grant proposal:** The Commission has developed a grant application for the Island Coastal Economic Trust. Commissioner Brent recused himself from discussion on the agenda item.

**MOTION** that PIPRC submit a \$50 000 grant proposal to Island Coastal Economic Trust to enhance networked parks and recreation sites on Pender Island. M-Commissioner Tretick, S-Commissioner Fawcett.

**CARRIED.**

8.3 **TD Friends of the Environment Grant Update:** Planting is ongoing. University of Victoria students will assist in March. Project will be completed in April 2024.

ACTION: Lori will update CRD on TD Grant.

9. **PROJECTS**

9.1 **Schooner Way Trail:** Grant decision is pending. If Active Transportation Grant funds are approved, the Commission's next step will begin the first leg of the trail and collect pledges. MOTI's donation of blast rock represents a significant donation and a cost saving to both PIPRC and MOTI.

9.2 **Pump Track:** PIPRC has committed \$25 000 for 2024. Contractor has been contacted for a quote. Other donors/grants are being sought by the project proponents. Proponents have done outreach to site neighbours, and PIPRC will develop a community consultation opportunity prior to track work.

The Commission will clarify outstanding issues with valued recreation partner Youth Sports who also wish to use the proposed site.

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**ACTION:** Lori will circulate the current Youth Sports lease.  
Lori will invite Justine Starke-CRD to March meeting to discuss the proposed use of the former dog park site.

**9.3 Shingle Bay / Masthead Restoration Plan:** Commissioner O'Brien circulated the full restoration plan prior to the agreement. A provincial biologist will be consulted. No permitting is required, but need clarity on setbacks/parameters from CRD/MOTI for work near the road. Drainage issues are being considered by PIPRC and Ben.

**ACTION:** Commissioner Brent will investigate CRD/MOTI guidance on the Masthead Restoration plan.

**9.4 Magic Lake Dock:** Commissioner Fawcett will follow up with community members who may be interested in helping with the project.

**9.5 Trail Inventory & Map Update:** Commissioner Baille continues to visit PIPRC sites and capture GPS data and associated Google maps info. She recommends QR codes, photos and links to "inaturalist" for possible use. Discussion followed on the fragmented nature of conserved trails and land on Pender, and Director Brent noted that Pender may be able to consider a Regional Parks approach.

Current map/brochures from other SGI Commissions and Chambers were reviewed. The Commission will discuss an offer to partner with Pender Chamber of Commerce on a joint Pender map at a future meeting.

**ACTION:** Lori will secure original PIPRC map artwork.

**10. REPORTS**

**10.1 Restoration Works:** A full planting schedule was included in the report circulated prior to the meeting. UVic students and Pender School have been invited to participate in March plantings. Community will also be invited to participate. Broom pulls are planned for May. Disposal site for invasives has been secured.

**10.2 CRD Director Report:** TABLED.

**10.3 Chair Report:** TABLED.

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- 10.4 **Treasurer Report:** Comm.Leroux circulated the January financials and a motion for consideration in advance of the meeting to assist with the PIPRC/CRD budget process.

**MOTION** that PIPRC approves amending the f24 Capital Plan for Thieves Bay improvements to \$25,000, inclusive of amounts spent to date (~\$4800), for an accessible outhouse and vegetative restoration. Any further commitments to Thieves Bay will be subject to further planning and community interests. M-Commissioner Tretick, S-Commissioner O'Brien. **CARRIED.**

January financial statements will be reviewed in March 2024.

- 10.5 **Communications:** Sandra - March - Recreation grants  
Lisa/Erin - April- Earth Day  
Rob - May - Trail Update

11. **NEW BUSINESS**

- 11.1 **2024 Meeting Schedule Reminder:** PIPRC will resume meeting on the First Monday of each month at 3 p.m. at the Pender Hall or Zoom option.

ACTION: Lori will review lounge booking with Pender Hall.

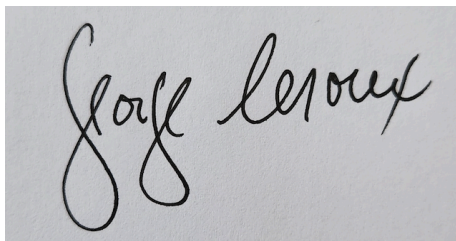
- 11.2 **Project Coordinator:** Position Description is being reviewed by CRD.

12. **ADJOURNMENT**

Meeting adjourned at 4:45 p.m.

**NEXT MEETING MONDAY MARCH 4, 2024**

Approved at the PIPRC Meeting on 04 March 2024:

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

Chair-PIPRC