

PENDER ISLAND PARKS AND RECREATION COMMISSION (PIPRC)

Minutes of Regular Meeting

08 Sept 2025 3:30 pm

4418 Bedwell Harbour Rd, Pender Island/Zoom

Commissioners: George Leroux (Chair/Treasurer), Andrea Mills, Cecilia Suh, Paul Kubik, Paul Brent(EP), Tim Frick, Sandra Tretick, Carolyn Cartwright Owers, Lisa Baille.

Staff: Rob Fawcett (EP-Project Coordinator), Ben (MaintenanceContractor) Lori Seay-Potter(Admin-PIPRC)

Guest: Anne Burdett

1. CALL TO ORDER: The Chair called the meeting to order at 3:30 PM.

2. APPROVAL OF AGENDA

MOTION to approve the 08 Sept. PIPRC agenda. M-Comm.Kubik, S-Comm. Tretick. **CARRIED.**

3. ADOPTION OF MINUTES

MOTION to approve the 28 June 2025 PIPRC minutes as circulated. M-Comm. Kubik, S-Comm. Brent. **CARRIED.**

4. CORRESPONDANCE AND BUSINESS ARISING

4.1 **CRD Director:** Paul Brent reported on events of note across Commissions.

4.2 **Chair:** 2026 budget development is underway.

4.3 **Mouat Park Update:** CRD has confirmed that the park cannot be transferred. George will reply to the MLPOS request for the Commission to receive the Park.

4.4 **Commissioner Terms:** 2 Commissioner terms are expiring. CRD has shared language for recruitment materials. An ad will be produced and run in the Pender Post and on social media. Commissioners are connecting with potential Commissioners in the community.

4.5 **Mireda Beach Road:** Images and information on the site were circulated prior to the meeting. The Commission agreed to proceed with exploring improvements to the site.

MOTION to pursue a License of Occupation for a Mireda Beach road shore access. M-Comm. Frick, S-Comm. Brent. **CARRIED.**

Action: George and Lori will follow up on LOO request for Mireda Road

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- 4.6 **Islands Trust Conservancy request** : ITC has requested that PIPRC assume Medicine Beach dog waste collection under contract. The Commission agreed to reply and refer the ITC directly to the new dog waste collection contractor.

5. DELEGATIONS

Anne Burdett from Pender Island Waste Management joined the meeting to review PIWM's decision to discontinue dog waste collection activities for PIPRC. The Commission discussed how to proceed now that PIWM is no longer providing the service. The Maintenance Contractor noted that the outhouse maintenance contractor is willing to assume this role.

MOTION to amend the toilet maintenance contract with Kristine Haugen to include dog waste collection. M-Comm. Leroux, S-Comm. Brent. **CARRIED.**

6. OPERATIONS REPORTS

- 6.1 **PIPRC Inventory:** Update was circulated prior to the meeting. CRD was able to provide historical information, and the Inventory working group will meet with Lori to finish the project.

- 6.2 **Maintenance:** Ben circulated a report prior to the meeting, and highlighted:
- McKinnon, William Walker and Buck Lake repairs are next on the workplan.
 - Dock replacement materials order is in process for Magic Lake swimming hole.
 - Ben has been in touch with CRD archeology regarding other planned work.
- Commissioner Kubik asked to attend the archeology visit.

- 6.3 **Restoration:** Erin O'Brien's report, on behalf of PICA, was circulated prior to the meeting. Shingle Bay and Danny Martin planting costs are in development. Ben will connect with Erin and report back to George regarding the budget. Ben is managing Gorse at Parks and Trails. The Commission recently received community correspondence regarding gorse but the referenced land is not managed by the Commission.

- 6.4 **Capital Projects:** Rob's report was circulated prior to the meeting.

-Schooner Way Trail Phase Contractors are finished material processing and the project is proceeding as planned. An event with MLA, CRD Director and local community is scheduled for Sept. 12. Leftover material may be repurposed for other Commission work - Rob will follow up. Neighbours with questions regarding work in the right of way will be referred to the Project Manager.

-Thieves Bay Pavillion: Project will not proceed with original plan for a fabricated shelter and will proceed with a local contractor. The Commission will

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get support from Islands Trust to address any surveying and engineering issues and coordinate with First Nations.

-Pump Track: Correspondence was received from a community member who wants to help at the Pump Track site - Rob will follow up.

- 6.5 **Recreation Committee:** Cheque requisitions have been sent to CRD. The next Pender Post article will focus on grants.

7. FINANCE and COMMUNICATIONS

- 7.1 **Treasurer - 2026 Budget:** A draft 2026 budget was circulated before the meeting. The Commission reviewed the draft Operations and Capital Budgets in detail. The current draft represents a 3.4% increase over 2025. Final review and motions will be made at the October meeting
- 7.2 **Communications** - October Post article will focus on Recreation Grants and current Commission activities. George will provide notes to Tim and Sandra.

8. PROJECTS

- 8.1 **Dog Park:** Comm. Frick reported that dog sitting at the fall fair was a success. Land acquisition is being considered for a new dog park site. Planned giving is also an opportunity. Comm. Frick will continue to work with the Dog Advisory Committee and report back to the Commission.

9. **NEW BUSINESS:** None.

10. **NEXT MEETING:** October 15, 2025 at 3:30 PM(to avoid Thanksgiving).

11. **MOTION TO ADJOURN** The meeting adjourned at 5:14 PM.

Approved at the 15 Oct. 2025 PIPRC Meeting:

George Leroux

George Leroux-Chair