

**PENDER ISLAND PARKS AND RECREATION COMMISSION
(PIPRC)**

Minutes of Regular Meeting

12 Jan 2026 3:30 pm

4418 Bedwell Harbour Rd, Pender Island/Zoom

Commissioners: Tim Frick, Kevin Balmer, Andrea Mills, Paul Kubik, Carolyn Cartwright Owers, Paul Brent (Electoral Area Director), Lisa Baile, Cecilia Suh (zoom) Regrets: Connie Sears

Staff/Contractors: Rob Fawcett (Project Coordinator), Matthew Coutts (Admin-PIPRC), Ben Symons (Maintenance Contractor), Melody Pender (CRD), Katie Dentry (CRD, via zoom), Justine Starke (CRD, via zoom)

Guests: 3 in attendance, outgoing treasurer George Leroux on Zoom

1. CALL TO ORDER:

Acting Chair, Director Paul Brent, called the meeting to order at 3:37 pm.

2. APPROVAL OF AGENDA

MOTION to approve the 12 Jan. 2026. PIPRC agenda as circulated. M-Comm. Baile, S-Comm. Kubik

Carried: Approved

3. ADOPTION OF MINUTES

MOTION to approve the 08 Dec. 2025 PIPRC minutes as corrected. M-Comm. Frick, S-Comm. Balmer

Carried: Approved

4. ELECTION OF EXECUTIVES

4.1 Election of Chair

4.1.1 Tim Frick was nominated by Comm. Mills and acclaimed.

4.2 Election of Vice-Chair

4.2.1 Carolyn Cartwright-Owers was nominated by Comm. Brent and acclaimed.

4.3 Election of Treasurer

4.3.1 Tim Frick was nominated by Comm. Baile and acclaimed. Comm. Balmer to act in a support capacity.

5. DELEGATION

5.1 Patricia Stimpson (Pender Island Bouldering Wall)

– discussed budget, timeline and possible locations. Commission will consider the location next to the pump track. Comm. Balmer to take point on the issue ahead of the next meeting.

- Requested capital funding in the range of \$25,000 - \$30,000.

6. CORRESPONDENCE AND BUSINESS ARISING

6.1 CRD Director Paul Brent – no report

6.2 Chair Report and Correspondence

6.2.1 Correspondence

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- Gowlland: South Pender LTC, Green Shores document – Comm. Kubik contacted the Islands Trust accessibility commission for clarification on interest and guidelines on building a ramp at the Gowlland Point Ocean Access location. Was directed to the South Pender Island LTC.
- Letter from GINPR for rep to community liaison committee – tabled for new business – February

7. OPERATIONS

7.1 Maintenance Ben Symons

- Presented report on progress of ongoing project, including lower disc park/firehall trail, next steps on the Danny Martin through trail, and Gowlland Point O.A. earthen ramp construction feasibility.

MOTION: Comm approve the building of the Lower Disc Golf Firehall Trail, subject to available funding.

Comm. Brent, S-Comm. Balmer

Carried: Approved

MOTION: Commission approve moving forward with the Danny Martin thru-trail per January 2026 Maintenance Report.

M-Comm. Brent, S-Comm. Balmer

Carried: Approved

7.2 Restoration Erin O'Brien

- Presented report on details necessary for the Conservancy's renewed contract and requested clarification on frequency of Restoration Updates. PICA to continue to include invasive removal at George Hill Park.

-Comms. Baile and Cartright-Owers appointed point of contact between PIPRC and PICA on park restoration.

8. PROJECTS

8.1 Dog Park Advisory Group – no report

8.2 Capital Projects Rob Fawcett

- Addressed ongoing projects and next steps, including Schooner Way Trail Phase 1 completion and Phase 2 target of late February completion.
- Browning Harbour will host a documentary film event; a kiosk/ribbon cutting event to be held about late March.
- Thieves Bay pavilion construction working through jurisdictional issues.

9. FINANCE AND COMMUNICATIONS

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9.1 Outgoing Treasurer's Report –

-Outgoing treasurer George Leroux addressed capital plan operating expenses, has forwarded all invoices to new Chair, nothing unusual to report. Leroux has forwarded financials to the new Chair and will prepare a year-end report.

MOTION: Commission approve the capital plan and operating expenses as presented by Mr. George Leroux

M-Comm. Balmer, S-Comm. Brent

Carried: Approved

9.2 Communications

- Memorial bench – direct to MLPOS

- Gowlland Park signage – leave in the hands of Regional Park and stay tuned.

-Discussion on new Communications lead tabled until February. -Comm. Frick will write the Pender Post article, reviewed by Comm. Baile.

9.3 In-Camera (Section 90E – land acquisition)

- Session began at 5:18 pm

- Session closed at 5:35 pm

10. **NEW BUSINESS**

10.1 Canada Post Mailbox – Local P.O. Box managed by PIPRC bookkeeper (Jamie DeBruin) and is rarely used. Justine noted we should get rid of the unnecessary expense. Ben noted address is on signage. The PIPRC has paid until the end of 2026.

MOTION: THAT the commission close its local P.O. Box at the end of the paid period.

M-Comm. Brent, S-Comm. Baile

Carried: Approved

11. **NEXT MEETING:** February 9, 2026

12. **MOTION TO ADJOURN:** The meeting adjourned at 5:36 p.m.