

Mayne Island Parks and Recreation Commission
Minutes for June 9, 2022

- Correspondence and emails received by MIPRC do not accompany the public agenda package, but are provided separately to commissioners.
- Kat Ferneyhough can provide a template which will align with CRD branding if interested.

6. Reports

6.1. Treasurer's Report for the period May 1 -31, 2022

MOVED by Commissioner Bell and **SECONDED** by Commissioner Euper,
that the Treasurer's report for the period May 1 to 31, 2022 be approved as presented.
CARRIED

6.2. Administration

6.2.1. Follow up Action Report (not covered elsewhere)

- Discussed and confirmed upcoming MayneLiner publication and FaceBook postings.
- Report provided on the progress of the new dock. The vegetation will be planted in September.
- The hiking & walking trail brochure is in progress.
- Discussed creating a shared online calendar to support scheduling for monitoring and management of tree safety assessments and other tasks. Commissioner Askin will provide a listing of completed assessments and Commissioner Kilpatrick will investigate project management software.

6.2.2. Occupational Health and Safety

- It was reported that Miners Bay is the only site with stored chemicals and accompanying safety data sheet in accordance WHMIS.
- Bill Warning will investigate the tank which is not labelled and update the Water Emergency Response Plan.
- Discussed WCB responsibilities and that MIPRC will comply with WHMIS with assistance of Bill Warning.
- It was reported that the monthly meeting should include time to discuss safety concerns and that safety practices should be discussed with volunteers.
- The investigation of OHS requirements with CRD is complete and anything further would be for discussion at the Commonality Meeting.

6.2.3. Review and Approve Supplement to the Commissioner's Handbook
Deferred until next month.

6.2.4. Danger Tree safety policy statement and guideline re: felled trees; assessment program/guidelines

Received for information:

- Appendix 10 - Hazard Tree Management Policy Statement (attachment to agenda)
- Assessment of Parks and Trails – Schedule of Review (attachment to agenda)

Discussion occurred and included:

- A draft Felled Trees Guideline prepared for review.

**Mayne Island Parks and Recreation Commission
Minutes for June 9, 2022**

- In summary of the discussion and email with CRD, general headings should include ecological health, hazards near roads, resources, fire hazard, number and size of felled trees.
- The Danger Tree Committee will review the document.

MOVED by Commissioner Euper and **SECONDED** by Commissioner Banelis, that Mayne Island Parks and Recreation Commission approve the Hazardous Tree Policy Statement, Appendix 10 to the Commissioners Handbook.

CARRIED

6.2.5. Events

Events Report dated 05 June 2022 was received for information.

MOVED by Commissioner Kilpatrick and **SECONDED** by Commissioner Schneider, that the special event application for a graduation potluck dinner at the Adachi Pavilion on June 17, 2022 be approved.

CARRIED

6.2.6. Sponsored activities/ Canada Day

- It was reported that TruValu will donate ice-cream, soda, an outside freezer and ice for the Canada Day celebration. Commissioner Schneider will discuss the event with the Lions.
- Volleyball drop in starts the end of June.
- Baseball begins on June 15th.

6.2.7. Commissioner Retreat – additional topic suggestions

It was agreed that the retreat be postponed to July 15th.

6.2.8. Recreational Funding update

It was reported that 25 applications went out this week.

6.2.9. Dave Bentham Award Motion

MOVED by Commissioner Bell and **SECONDED** by Commissioner Banelis, that Mayne Island Parks and Recreation Commission approve the Dave Bentham Award in the amount of \$300 to this year's recipient as advised by School District #64.

CARRIED

The award will be presented on June 23, 2022.

6.3. Committees

6.3.1. Technology Report

Nothing to report

6.3.2. Fitness Track – Michael

Fitness Track Development Report dated 06 June 2022 was received for information

- It was agreed that commissioners will do a site visit on July 14th @ 1:30 and discuss the equipment placement. Tim Begley's input is also sought.

Mayne Island Parks and Recreation Commission
Minutes for June 9, 2022

6.3.3. Sanitation

It was discussed if MIPRC needed to participate with respect to the Campbell Bay Music Festival.

6.4. Parks

6.4.1. Miners Bay

- Bandstand floor repair – Commissioner Banelis will discuss with Lance Shook and report back.
- The UV light is working.
- Library heat pump – there is no update.

6.4.2. Dinner Bay

Dinner Bay Park Report dated June 5, 2022 was received for information.

- A playground equipment piece is being welded for repair.
- Water tank is not leaking.
- The window was installed in the Pavilion.
- Commissioner Banelis will complete the playground inspection reports.

6.4.3. Japanese Memorial Garden

Japanese Memorial Garden Report dated 05 June 2022 was received for information.

MOVED by Commissioner Kilpatrick and **SECONDED** by Commissioner Askin, that Mayne Island Parks and Recreation Commission approve the expenditure of \$711.20 for the purchase of 3450 spring bulbs.

CARRIED

6.4.4. Fred & Bette Cotton

New fencing installed on the driveway garden.

6.4.5. Village Bay

- Work party planning underway.
- Commissioner Banelis will assist with cutting grass.

6.4.6. Trail Network Development/Henderson – Peter

Trail Network Development Committee/Dangerous Tree Committee/ Henderson Park Report was received for information.

- The work party at Kippen Rd was a success and the volunteers were commended.

MOVED by Commissioner Askin and **SECONDED** by Commissioner Kilpatrick, that the Mayne Island Parks and Recreation Commission approve the estimate by Mat Bolla of Dr. Daylight Contracting Ltd. for the removal of dangerous trees and branches at Cotton Park (primarily on the Orca Trail) in the amount of \$1,785.00 (including GST) # EST-000416. The work should commence as soon as possible.

CARRIED

**Mayne Island Parks and Recreation Commission
Minutes for June 9, 2022**

MOVED by Commissioner Askin and **SECONDED** by Commissioner Bell, that the Mayne Island Parks and Recreation Commission approve the estimate by Brian Henneberg of Island Arborist for the removal of dangerous trees and branches at Village Bay Park in the amount of \$732.05 (including GST) # EST-000128. The work should commence as soon as possible.

CARRIED

- 6.4.7. Village Bay and David Cove boat ramps
- Use of the boat ramp will carry on as usual.
 - Signage is being worked on with Mayne Island Association of Boaters and will be brought forward for review.

7. Correspondence/Meetings

- 7.1. Continued correspondence/conference with CRD re: boat ramp tenure renewal and commercial use.
- 7.2. Email correspondence with Association of Mayne Island Boaters regarding repair work at Village Bay boat ramp.
- 7.3. Email correspondence with the Chamber of Commerce re: presentation of support request.
- Commissioner Kilpatrick will make a presentation at the meeting on June 21st.
 - A letter to be sent in advance.
 - Discussed issues with having a drinking fountain.
- 7.4. Email correspondence regarding rumours in regards to Mayne Island Pickleball Club and signed "MIPC Board".
- MIPRC will address facts.
 - In October 2021, MIPRC took a "field trip" to a small park on Beechwood Drive to familiarize commissioners with that park.
 - Apart from generating some discussion, no further action was taken.
 - MIPRC minutes are correct and do not require correction.
- 7.5. Email correspondence with CRD archaeologist regarding danger trees in Cotton Park and Village Bay Park. Approval received to proceed without further consultation.
- 7.6. Email correspondence from J. Starke, CRD re: Occupational Health and Safety and WHMIS requirements for MIPRC.
- 7.7. Email correspondence with CRD, Risk and Insurance and completion of 2022 Insurable Property and Asset Review document.
- 7.8. Email invitation from J. Dodds, Islands Trust to participate in renewed initiative to address fallow deer problem.
- 7.9. Email from Mayne Island School regarding recipient of the MIPRC sponsored Dave Bentham Award.

**Mayne Island Parks and Recreation Commission
Minutes for June 9, 2022**

- 7.10. Telephone call advising of filming on Mayne Island for “Epic Hikes” in conjunction with Gulf Island Tourism and possible visit to Vulture Ridge Trail, Henderson Park.

8. New Business

- 8.1. Email dated June 7, 2022 from Meaghan Feduck – Subject: Daycare Emergency Heat Planning Request

It was **MOVED** and **SECONDED**,
that Mayne Island Parks and Recreation Commission grant permission to Mayne Island Early Childhood Society to erect a tent in Mary Jeffrey Park during periods of extreme heat. Such tent should be erected for no longer than a two week period at a time. This approval is subject to approval by CRD Regional Parks. Should such approval be granted, a site visit will be necessary with Mayne Island Parks and Recreation Commission to determine the precise location of the tent.

CARRIED

9. Motion to Close the Meeting in accordance with Community Charter Part 4, Division 3, Section 90(1)(e) and that recorder and staff attend the meeting.

MOVED by Commissioner Bell and **SECONDED** by Commissioner Banelis,
that the meeting be closed in accordance with Community Charter Part 4, Division 3, Section 90(1)(e) for the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; and, that recorder and staff attend the meeting.

CARRIED

Rise and Report

None

10. Meeting Adjournment

MOVED by Commissioner Askin and **SECONDED** by Commissioner Bell,
that the meeting of the Mayne Island Parks and Recreation Commission be adjourned.

CARRIED

The meeting adjourned at approximately 6:00 pm

Originals signed by

July 14, 2022

Debra Bell, Chair

DATE

Original signed by

Lauren Edwards, Recorder