



Minutes for a meeting of the Mayne Island Parks and Recreation Commission

Location: Mayne Island Library, 411 Naylor Road, Mayne Island, BC

Date/Time: May 9, 2024

Present: Debra Bell, (Chair) Michael Kilpatrick, (Vice-Chair)
Jacquie Burrows, Treasurer Veronica Euper
Kestutis Banelis Adrian Wright
Lauren Edwards (Recorder)

Absent: Paul Brent, Director, CRD, Southern Gulf Islands

The meeting was called to order at 3:00 pm

1. Territorial Acknowledgement

We are honoured to meet today on the traditional territory of the Coast Salish First Nation people.

2. Approval of Agenda

MOVED by Commissioner Bell and **SECONDED** by Commissioner Kilpatrick, that the agenda be approved as presented.

CARRIED

3. Adoption of Minutes of April 11, 2024

MOVED by Commissioner Bell and **SECONDED** by Commissioner Wright, that the minutes of April 11, 2024 be approved as presented.

CARRIED

4. Chair's Remarks

Chair Bell stated that commissioners wish past commissioner David Moss the very best on rural Mayne Island and hopes he will continue to volunteer with Mayne Island Parks and Recreation Commission as he is able.

Chair Bell thanked the tree planting crew who put in a big effort in the past week.

5. Reports

5.1. Treasurer's Reports

5.1.1. Treasurer's Report for the period April 1 - 30, 2024

The report was received with the agenda.

MOVED by Commissioner Burrows and **SECONDED** by Commissioner Bell, that the Treasurer's report for the period April 1 – 30, 2024 be approved as presented.

CARRIED

5.1.2. Finance Report

A report was received with the agenda.

5.2. Administration

5.2.1. Follow up Action Report (not covered elsewhere)

- Calendar items for the month of June included:
 - Review asset list;
 - Recreational grant application;
 - Dave Bentham Award;
 - Volunteer barbecue plans;
 - Canada Day Celebration plans; and
 - Budget.
- Parks T-shirt samples were ordered.
- Charter Road Park assessment to occur in June.
- Development of an electronic database for documents is underway.
- The Community Work Funds application will soon be completed to include a new putting green.
- Adachi Pavilion appliances were found to have no issues, the stove door gasket has been repaired and the barbecue will be inspected on May 10th.
- Discussed replacement options of the climbing net and teeter-totter and more investigation and discussion will occur.

MOVED by Commissioner Bell and **SECONDED** by Commissioner Euper that Mayne Island Parks and Recreation Commission allocate up to \$7,000 for additional playground equipment at Dinner Bay Park.

CARRIED

- The sink hole at Kippen Road beach access was discussed. The bank is eroding but the stairs are on solid ground. It was agreed that Chair Bell will write a letter to CRD's Real Estate Department to inform them of this matter.

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- The organization of invasive plant species removal in Sandy Hook Park will be brought forward in the fall.
- The Chu An Trail extension discussion will be followed up on.

5.2.2. Health and Safety Concerns

- A fall injury at the Japanese Garden was reported and details will be reported to CRD.
- Discussion occurred regarding identifying individuals who may be interested in doing playground assessments.

5.2.3. Reporting Vandalism

Discussion occurred about vandalism, including plant theft, in the parks. It was agreed that all cases will be reported to Commissioner Euper and the CRD.

5.2.4. Events

A report was received with the agenda.

- The volunteer appreciation dinner was confirmed scheduled for August 7th.
- It was reported that the disc golf tournament has grown to over 100 people and that no garbage was left behind.
- The July 1st celebration was discussed and involvement includes the Mayne Island Lions, Mayne Island Fire Fighters Association, Mayne Island Legion Branch and Mayne Island Parks and Recreation Commission.
- The Mind and Light Body Fitness Program update: Discussion occurred, and it was agreed, that one day per week (not Friday mornings) Donna Williams' request to hold a yoga class at Cotton Park may occur as a pilot project which will be reviewed at the end of summer.

5.2.5. Monitoring local information affecting MIPRC

A report was received with the agenda.

It was reported that:

- The Fallow Deer Committee held a meeting and Adam Olsen, MLA, now has some information to provide to CRD.
- A Community Information Meeting occurred and the FireSmart Program was discussed.

5.3. Committees

5.3.1. Fitness Track

A report was received with the agenda.

It was reported that:

- An article for the upcoming MayneLiner will be sent to the New Horizons for Seniors Program for approval as requested.
- The equipment is packaged and ready for shipment.

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5.3.2. Sanitation

- It was discussed and agreed that an additional contractor will be sought for septic pump-outs particularly the vault toilets.
- Washroom doors at Miners Bay Park have been painted.

5.3.3. Recreational Funding

- Commissioner Burrows will chair the Recreational Funding Committee.
- Email communication will be sent to past applicants on June 1st.
- Applications received will be filed in the new document management system.
- The ad is ready for the MayneLiner and posters and social media posts should be up by June 1st.

5.4. Parks

5.4.1. Miners Bay

- The May Day event is planned with no concerns identified.
- Christmas tree lights are waiting for a quote for breaker installation. There was an approved permit when originally installed and some upgrades will be made. Work will be done before September.

5.4.2. Dinner Bay

- It was reported that the alder trees have been dropped and there are a lot of rounds that need to be moved. There will be more work necessary to clean up the site and more tree work to be done next year.
- Tractor servicing was done.
- The softball field 1st baseline was discussed, including getting quotes for the materials and having volunteer labour from ballplayers.
- The commissioners unanimously agreed to the request of the ball team to put up a banner “Home of Mayne Island Blazers” and wear jerseys with the MIPRC logo.
- The ball team will be invited to attend a meeting to discuss field maintenance and other matters and provide details in advance.
- The catch-basin size has been identified for water runoff to the culverts. Grading will need to be done and the work will be addressed this summer.

5.4.3. Cotton Park – nothing significant to report.

5.4.4. Japanese Memorial Garden

A report was received with the agenda

5.4.5. Trail Network Development

It was reported that the Safety/Danger Tree Team reporting system is ready to go live and commissioners agreed to this. Follow-up dates from the spreadsheet will be transposed to the shared calendar.

5.4.6. Henderson Park

- A report on the funding application to the Outdoor Recreation Fund of BC was attached to the agenda. Some research will be done to provide history to the information boards about the individuals for whom the trails are named.
- In honour of retired commissioner Peter Askin two people are donating specialty trail blazing tools, the Timberwolf and the Cougar.

6. Correspondence/Meetings

- 6.1. Email from resident regarding donation in recognition of Peter Askin’s contributions to the parks and trails of Mayne Island.
- 6.2. Letter of resignation from commissioner effective May 1, 2024.
- 6.3. Telephone conversation with Jean-Daniel Cusin of the Mayne Island Collective to discuss potential opportunities for MIPRC participation in achieving goals.
- 6.4. Email from resident expressing concern regarding the planting of daffodils at Cotton Park. Reply sent stating no bulbs or daffodils were planted by the commission or volunteers.
- 6.5. Email from CRD Liaison, Saturna regarding development of Trail Guardian program and materials.
- 6.6. Email to CRD requesting information on drone policy. Referred to CRD, Legal Department.
- 6.7. Application filed for Outdoor Recreation Funding of BC grant.

7. New Business

8. Motion to Close the Meeting in accordance with Community Charter Part 4, Division 3, Section 90

9. Rise and Report

10. Meeting Adjournment

MOVED by Commissioner Banelis and **SECONDED** by Commissioner Burrows, that the Mayne Island Parks and Recreation Commission meeting be adjourned.

CARRIED

The meeting adjourned at 5:24 pm

Original signed by Michael Kilpatrick

June 13, 2024

For/Debra Bell, Chair

DATE

Original signed by

Lauren Edwards, Recorder