



## **Agenda for a meeting of the Mayne Island Parks and Recreation Commission**

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

**Date/Time: October 10, 2024**

---

Call to order

**1. Territorial Acknowledgement - Michael**

**2. Approval of Agenda**

**3. Adoption of Minutes of September 12, 2024**

**4. Chair's Remarks**

**5. Reports**

5.1. Treasurer's Reports

5.1.1. Treasurer's Report for the period September 1 - 30, 2024 (report attached)

5.1.2. Finance Report (report and Motion attached)

5.2. Administration

5.2.1. Follow up Action Report (not covered elsewhere)

5.2.2. Health and Safety Concerns

5.2.3. Events (report attached)

a) National Day for Truth and Reconciliation

5.2.4. Commissioner term renewals

5.3. Committees

5.3.1. Fitness Circuit (report attached)

5.3.2. Technology (report attached)

5.3.3. Sanitation

5.4. Parks

5.4.1. Miners Bay – Adrian

a) Electrical update

**Mayne Island Parks and Recreation Commission**  
**Agenda for: October 10, 2024**

- 5.4.2. Dinner Bay – Kestutis
  - a) Softball field 1<sup>st</sup> baseline
  - b) Playground
    - a) funding;
    - b) inspections and tools
- 5.4.3. Cotton Park (report attached)
- 5.4.4. Japanese Memorial Garden (report and Motion attached)
- 5.4.5. Trail Network Development and Pocket Parks– Adrian
  - a) Sandy Hook (report attached)
  - b) Conconi Reef Viewpoint and Kadonaga Trails

**6. Correspondence/Meetings**

- 6.1. Submission of Community Works Fund application for Dinner Bay Park facilities improvement.
- 6.2. Emails regarding National Day for Truth and Reconciliation event at Emma and Felix Jack Park and MIPRC support.
- 6.3. Emails with Swing Time and Blue Imp regarding Toadstool Teeter specifications.
- 6.4. Emails and confirmation of Certified Playground Inspector status for volunteer.
- 6.5. Emails and explanation from CRD concerning labour charges for tractor repair.
- 6.6. Thank you email from Terry Fox Run organizers and confirmation 2025 recreation grant application will include food supply reimbursement.

**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**



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

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

**Date/Time:** September 12, 2024

---

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

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

**Guest:** Steve Patko, Trail Guardian, departed 3:20 pm

The meeting was called to order at 3:03 pm

### 1. Territorial Acknowledgement

Mayne Island Parks and Recreation Commission is grateful to the Coast Salish peoples for their historic custodianship of these traditional territories on which we meet today.

### 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 August 8, 2024

**MOVED** by Commissioner Bell and **SECONDED** by Commissioner Euper, that the minutes of August 8, 2024 be approved as presented.

**CARRIED**

### 4. Chair's Remarks

There were no remarks.

### 5. Reports

#### 5.1. Treasurer's Reports

##### 5.1.1. Treasurer's Report for the period August 1 - 31, 2024

The report was received with the agenda.

**MOVED** by Commissioner Burrows and **SECONDED** by Commissioner Banelis that the Treasurer's report for the period August 1 – 31, 2024 be approved as presented.

**CARRIED**

**Mayne Island Parks and Recreation Commission**  
**Minutes for: September 12, 2024**

- 5.1.2. Five-year Budgets for 2025 – 2029 and Motions  
A report was received for information.

**MOVED** by Commissioner Burrows and **SECONDED** by Commissioner Bell that the 2024 Operating surplus, if any, be transferred into the Capital Reserve Fund for parks service.

**CARRIED**

**MOVED** by Commissioner Burrows and **SECONDED** by Commissioner Bell that the 2024 community recreation surplus, if any, be carried forward and transferred into the surplus account of the Community Recreation Service.

**CARRIED**

**MOVED** by Commissioner Burrows and **SECONDED** by Commissioner Bell that Mayne Island Parks and Recreation Commission approve the Operating Funds Budget for 2025 to 2029.

**CARRIED**

**MOVED** by Commissioner Burrows and **SECONDED** by Commissioner Bell that Mayne Island Parks and Recreation Commission approve the Recreation Funds Budget for 2025 to 2029.

**CARRIED**

**MOVED** by Commissioner Burrows and **SECONDED** by Commissioner Bell that Mayne Island Parks and Recreation Commission approve the Donation Funds Budget for 2025 to 2029.

**CARRIED**

**MOVED** by Commissioner Burrows and **SECONDED** by Commissioner Bell that Mayne Island Parks and Recreation Commission approve the Five-Year Capital Expenditure Plan for 2025 to 2029.

**CARRIED**

**MOVED** by Commissioner Burrows and **SECONDED** by Commissioner Banelis that Mayne Island Parks and Recreation Commission initiate Capital Projects 23-02 Dinner Bay Washrooms in the amount of \$3,000 and 23-06 Vulture Ridge Summit in the amount of \$2,000.

**CARRIED**

- 5.1.3. Finance Report

A report was received with the agenda.

- A thank you email for the recreation grant to the Disc Golf Club was received after the Finance Report was prepared.
- The need to have tractor operation training and budget planning were discussed. Clarification will be sought from CRD regarding amounts expensed for parts and service.
- MIPRC follows CRD board meeting procedures for monthly meetings. Next summer a field trip meeting can be considered.

**Mayne Island Parks and Recreation Commission**  
**Minutes for: September 12, 2024**

5.2. Administration

5.2.1. Follow up Action Report (not covered elsewhere)

- Commissioner Kilpatrick will no longer represent MIPRC on the Fallow Deer Committee and advise the committee accordingly. This standing item will be removed from the agenda. The meetings are open to the public and information relevant to MIPRC will be communicated as necessary.
- Calendar of events:
  - The Terry Fox Run organizers will be asked to include ice-cream in future Recreational Grant requests.
  - The Kippen Beach Access stairway will be raised in October.
  - Arrangements for the holiday dinner will be made in October.
- T-shirts were received and the lettering will be done this week
- A winning ribbon was presented for MIPRC's float in the Mayne Island Fall Fair parade.
- Rob Underhill will be contacted regarding the Charter Road park assessment.
- Cheques were sent to all Recreational Grant applicants.
- New bathroom faucets were installed at Dinner Bay Park.
- Bob Downie registered for the playground assessment course in September and he has signed a letter of agreement with CRD.
- Catch basin culverts for Dinner Bay Park will be picked up.
- Inquiries to CRD regarding insurance damage coverage will not be pursued.

5.2.2. Health and Safety Concerns

No issues reported.

5.2.3. Events

A report was received with the agenda.

- A reminder will be sent regarding garbage removal for a recent event held at Dinner Bay Park.
- The water heater, fridge and freezer in the Adachi Pavilion will remain on until after the last scheduled event.

5.2.4. Naming and renaming policy for community parks and trails

A draft policy was received for information.

**MOVED** by Commissioner Bell and **SECONDED** by Commissioner Wright that the Naming and Renaming Community Parks and Trails Policy be adopted as presented.

**CARRIED**

5.2.5. Commissioner term renewals

Commissioners, whose terms expire at the end of the year, were reminded that CRD requires information by the end of October regarding renewals.

**Mayne Island Parks and Recreation Commission**  
**Minutes for: September 12, 2024**

5.3. Committees

5.3.1. Fitness Circuit

A report was received with the agenda

It was reported that 27 people attended the fitness and equipment use session led by Tim Begley. More classes are being encouraged and specific and group focussed classes were discussed. Advertising will be done through Facebook postings.

5.3.2. Technology

A report was received with the agenda

It was reported that the QR codes have been sent to CRD and that the Hiking and Walking Trail brochure and Tim Begley's exercise equipment use video was posted under the Mayne Island Parks and Recreation Commission page.

**MOVED** by Commissioner Bell and **SECONDED** by Commissioner Kilpatrick that Mayne Island Parks and Recreation Commission have a trial online presence for 12 months at a cost not to exceed \$500.

**CARRIED**

5.3.3. Sanitation

- The de-scaler product will be applied in the bathrooms.
- The bathrooms will need to be locked when the power goes out. A planned outage is scheduled for Dinner Bay on September 24<sup>th</sup>.
- A garbage bin with a lock has been requested from MI Garbage Services.

5.4. Parks

5.4.1. Miners Bay

The new book return slot was installed on the library building and no construction concerns were observed.

**MOVED** by Commissioner Kilpatrick and **SECONDED** by Commissioner Burrows that Mayne Island Parks and Recreation Commission engage SGI Electrical Services to install GFI breaker(s) in the library basement for up to a value of \$1,400.

**CARRIED**

5.4.2. Dinner Bay

a) Softball field 1<sup>st</sup> baseline

- It was reported that Matt Taylor provided some history regarding drainage pipe installation under the field. Commissioners discussed the seasonally wet area and discussed options to assess this issue.
- Various work projects to be coordinated for October.

b) Playground funding and acquisition

**Mayne Island Parks and Recreation Commission**  
**Minutes for: September 12, 2024**

**MOVED** by Commissioner Kilpatrick and **SECONDED** by Commissioner Bell that Mayne Island Parks and Recreation Commission approve the purchase of a 8’x9’ black 5/8” poly/dacron rope climbing net from Pacific Fibre and Rope in an amount not to exceed \$1,500.00.

**CARRIED**

5.4.3. Cotton Park  
A report was received with the agenda.

5.4.4. Japanese Memorial Garden  
A report was received with the agenda.

**MOVED** by Commissioner Kilpatrick and **SECONDED** by Commissioner Burrows that Mayne Island Parks and Recreation Commission approve the purchase of 20 ball caps embroidered with the JMG logo for the volunteers of the Japanese Memorial Garden in an amount not to exceed \$650.00 from Team Sales of Victoria.

**CARRIED**

5.4.5. Trail Network Development and Pocket Parks

- Maintenance activities were reported on.
- A sign was changed at Conconi Reef and mesh was installed in the wet areas. It will be investigated as to whether the trail was previously closed from October to March.
- A bulk purchase of heavier wire mesh will be made for use on all park boardwalks.

**MOVED** by Commissioner Wright and **SECONDED** by Commissioner Kilpatrick that the name Trail Network Development Committee be changed to Trail Committee.

**CARRIED**

Sandy Hook Park  
A report was received with the agenda.

**MOVED** by Commissioner Bell and **SECONDED** by Commissioner Burrows that the park located on Sandy Hook Road be officially named the Sandy Hook Community Park.

**CARRIED**

## **6. Correspondence/Meetings**

- 6.1. Emails to/from Mayne Island Agricultural Society regarding booth at the Fall Fair, August 17, 2024.
- 6.2. Emails regarding shipping of Toadstool Teeter from Blue Imp on September 9, 2024.
- 6.3. Emails to/from CRD Liaison regarding posting on CRD website, QR codes and event application.

**Mayne Island Parks and Recreation Commission**

**Minutes for: September 12, 2024**

- 6.4. Email and letter agreement regarding volunteer attending playground inspection course.
- 6.5. Emails to/from Mayne Island Reading Centre Society regarding library drop box.
- 6.6. Thank you emails from certain recreational funding recipients and cheques mailed to all recipients.
- 6.7. Various emails to/from volunteers and neighbours of the Sandy Hook pocket park.
- 6.8. Various emails to/from and order of T-shirts from MVP Awards.
- 6.9. Investigative emails and telephone conversations with supplier and installers of putting greens.
- 6.10. Emails and telephone conversations with Mayne Metal regarding 1<sup>st</sup> baseline fence.
- 6.11. Email from CRD regarding commissioner terms expiring December 31, 2024 and renewals.

**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**

It was **MOVED** and **SECONDED** that the Mayne Island Parks and Recreation Commission meeting be adjourned.

**CARRIED**

The meeting adjourned at 5:05 pm

---

**Debra Bell, Chair**

---

**DATE**

---

**Lauren Edwards, Recorder**



**MAYNE ISLAND PARKS AND RECREATION COMMISSION**

**Treasurer's Report September, 2024**

| <b>(A) Operating Funds</b>              | <b>Dinner Bay</b> | <b>Miners Bay</b> | <b>Cotton</b> | <b>Village</b> | <b>Henderson</b> | <b>Trails<br/>Other<br/>Parks</b> | <b>Janitorial<br/>Plumbing</b> | <b>CRD charges</b> | <b>Contingency<br/>Other</b> |               |
|---|-------------------|-------------------|---------------|----------------|------------------|-----------------------------------|--------------------------------|--------------------|------------------------------|---------------|
| <b>Opening budget</b>                   | <b>11,000</b>     | <b>6,000</b>      | <b>5,000</b>  | <b>2,000</b>   | <b>3,000</b>     | <b>7,000</b>                      | <b>26,000</b>                  | <b>10,000</b>      | <b>26,281</b>                | <b>96,281</b> |
| Transfer from contingency               | 15,000            |                   |               |                |                  |                                   |                                |                    | -15,000                      | -             |
| Grant in lieu                           |                   |                   |               |                |                  |                                   |                                |                    | 68                           | 68            |
| Cost recovery                           |                   | 445               |               |                |                  |                                   |                                |                    |                              | 445           |
| Donations                               |                   |                   | 430           |                |                  |                                   |                                |                    |                              | 430           |
| Jan to Aug expenses                     | -11,053           | -4,583            | -844          | 0              | 0                | -622                              | -12,275                        | -11,576            | -2,199                       | -43,152       |
|   | <u>14,947</u>     | <u>1,862</u>      | <u>4,586</u>  | <u>2,000</u>   | <u>3,000</u>     | <u>6,378</u>                      | <u>13,725</u>                  | <u>-1,576</u>      | <u>9,150</u>                 | <u>54,072</u> |
| <b>September Expenses</b>               |                   |                   |               |                |                  |                                   |                                |                    |                              |               |
| Janitorial, Sep plus mileage            |                   |                   |               |                |                  |                                   | 1,699                          |                    |                              |               |
| Janitorial, WCB                         |                   |                   |               |                |                  |                                   | 32                             |                    |                              |               |
| Janitorial supplies                     |                   |                   |               |                |                  |                                   | 586                            |                    |                              |               |
| Water monitoring, Sep                   | 175               | 175               |               |                |                  |                                   |                                |                    |                              |               |
| Water courier, Sep                      | 5                 | 6                 |               |                |                  |                                   |                                |                    |                              |               |
| Water services, installation of UV      | 301               |                   |               |                |                  |                                   |                                |                    |                              |               |
| Recording secretary, Aug                |                   |                   |               |                |                  |                                   |                                |                    | 155                          |               |
| Recording secretary, WCB                |                   |                   |               |                |                  |                                   |                                |                    | 4                            |               |
| Supplies, signage, fencing, tide charts | 225               | 184               |               |                |                  | 227                               |                                |                    | 268                          |               |
| Hydro, Aug                              | 60                |                   | 14            |                |                  |                                   |                                |                    |                              |               |
| Park improvements                       |                   |                   |               |                |                  |                                   |                                |                    |                              |               |
| • rope bridge                           | 1,118             |                   |               |                |                  |                                   |                                |                    |                              |               |
| • baseline fence                        | 3,415             |                   |               |                |                  |                                   |                                |                    |                              |               |
| • teeter totter freight                 | 412               |                   |               |                |                  |                                   |                                |                    |                              |               |
| Course fees - playground inspector      | 1,135             |                   |               |                |                  |                                   |                                |                    |                              |               |
| CRD O/H                                 |                   |                   |               |                |                  |                                   |                                | 326                |                              |               |
| CRD Labour- library drop box, sinkhole  |                   |                   |               |                |                  |                                   |                                | 613                |                              |               |
| <b>Total</b>                            | <u>6,846</u>      | <u>365</u>        | <u>14</u>     | <u>0</u>       | <u>0</u>         | <u>227</u>                        | <u>2,317</u>                   | <u>939</u>         | <u>427</u>                   | <u>11,135</u> |
| <b>Remaining budget</b>                 | <b>8,101</b>      | <b>1,497</b>      | <b>4,572</b>  | <b>2,000</b>   | <b>3,000</b>     | <b>6,151</b>                      | <b>11,408</b>                  | <b>-2,515</b>      | <b>8,723</b>                 | <b>42,937</b> |

**MAYNE ISLAND PARKS AND RECREATION COMMISSION**  
**TREASURER'S REPORT September 1 - 30, 2024**

**(B) Donated Funds**

**Japanese Memorial Garden**

|   |                      |
|---|----------------------|
| Opening Balance September 1, 2024         | 19,591               |
| Add: donations                            | 888                  |
| CRD Interest income                       | -                    |
| Less: CRD Overhead allocation             | -112                 |
| Tarps, tools, copies                      | -479                 |
| Hydro, Aug                                | -106                 |
| <b>Closing balance September 30, 2024</b> | <b><u>19,782</u></b> |

**Adachi Rental**

|   |                     |
|---|---------------------|
| Opening Balance September 1, 2024         | 1,842               |
| Rental income                             | -                   |
| <b>Closing balance September 30, 2024</b> | <b><u>1,842</u></b> |

**Putting green**

|   |                   |
|---|-------------------|
| Opening Balance September 1, 2024         | 200               |
| <b>Closing balance September 30, 2024</b> | <b><u>200</u></b> |

**Total Donated Funds September 30, 2024** **21,824**

**(C) Recreation Funds**

|   |                     |
|---|---------------------|
| Opening Balance September 1, 2024         | 40,781              |
| Add: CRD Interest income                  | -                   |
| Less: CRD Overhead allocation             | -221                |
| Recreation funding paid out               | -30,490             |
| Volunteer Tshirts                         | -744                |
| Terry Fox Run supplies                    | -201                |
| Volunteer dinner flowers                  | -40                 |
| <b>Closing balance September 30, 2024</b> | <b><u>9,085</u></b> |

**Recreation funds - New Horizon Grant**

|   |                     |
|---|---------------------|
| Opening Balance September 1, 2024         | 10,050              |
| Less: Fitness equipment workshops         | -380                |
| <b>Closing balance September 30, 2024</b> | <b><u>9,670</u></b> |

**(D) Capital Funds (Unallocated)**

|   |                       |
|---|-----------------------|
| Opening Balance September 1, 2024         | 129,971               |
| Add: CRD interest income                  | -                     |
| Less: Capital projects activated          | -5,000                |
| <b>Closing balance September 30, 2024</b> | <b><u>124,971</u></b> |

**(D) Capital Funds (Allocated) - Projects**

|  |                      |
|--|----------------------|
| CX.109.2008.66 Cotton Park Monument                | 4,061                |
| CX.109.2009.66 Water System Upgrade                | 660                  |
| Less: Washroom upgrades                            | -660                 |
| CX.109.2012.81 Dinner Bay Septic and Plumbing      | 3,839                |
| Less: Washroom upgrades                            | -1,386               |
| CX.109.2015.88 Miners Bay Washrooms                | 528                  |
| Less: Washroom upgrades                            | -528                 |
| CX.109.2016.66 Fitness Circuit                     | 19,734               |
| CX.109.2023.67 Miners Bay Retaining Wall           | 2,000                |
| CX.109.2024.88 Dinner Bay Water Facilities Upgrade | 3,000                |
| CX.109.2025.88 Vulture Ridge Summit Improvement    | 2,000                |
| <b>Total Allocated Projects September 30, 2024</b> | <b><u>33,248</u></b> |



## FINANCE REPORT

Oct 10, 2024

1. I move that we rename the Dinner Bay Septic capital project to Dinner Bay Septic and Plumbing.
2. BC Hydro project has not yet been received.
3. No community information noted.
4. Two projects were activated from the unallocated capital funds as per the motion from Sept 9, 2024 meeting – Dinner Bay Water Facilities Upgrade \$3,000 and Vulture Ridge Summit Improvement \$2,000.
5. \$400 in labour was charged by CRD for the library drop box matter.
6. Tractor cost report was received from CRD and distributed to the appropriate parties.
7. Last month a motion was approved to increase the cost of the Dinner Bay and Miners Bay washrooms upgrades by CMG Services to \$4,000. The actual costs amount came in at \$2,700.

\*\*\*\*



## Events Report

06 October, 2024

1. There are no confirmed events:
2. The Mayne Island Quilters Guild has requested the use of Dinner Bay Park, the Adachi Pavilion and the Japanese Memorial Garden on July 17<sup>th</sup> and 18<sup>th</sup> , 2026 for a quilt show.
  - a. I move that MIPRC approve the use of Dinner Bay Park, the Adachi Pavilion and the Japanese Memorial Garden by the Mayne Island Quilters Guild on July 17<sup>th</sup> and 18<sup>th</sup> for a quilt show.

\*\*\*



## Dinner Bay Seniors Fitness Circuit

07 October, 2024

1. Additional fitness classes and instruction on the equipment have been carried out by Tim Begley in September and October. There has been an enthusiastic response to this offering from the community. Numbers of classes and participants are being tracked.
2. Given the challenge of conducting outdoor classes in inclement weather, a request will be made to the Government of Canada's New Horizons for Seniors Program to extend the project completion date to September 30, 2025 from March 31, 2025. This will allow for more programs to be conducted next spring and summer. The project requires more time to fully realize its potential and build on its successes to date.
3. Still awaiting reimbursement from BC Hydro for tree and plant expenses.
4. A permanent sign acknowledging the funding support from BC Hydro, Mayne Island Lions and Government of Canada, New Horizons for Seniors Program is awaiting their approval.
5. The additional material for the fitness track to level it out and repair the areas with grass encroachment is still on track to be delivered after the busy Thanksgiving weekend. A sturdy landscape barrier is being sourced.

\*\*\*\*\*



## Technology Committee

06, October, 2024

1. Reviewing potential website hosts.
2. Transfer of data to Dropbox is to begin October 14<sup>th</sup>.

\*\*\*\*\*



## Fred and Bette Cotton Park Report

07 October, 2024

- Seven new shrubs purchased to fill in bare spots and replace those that died last winter. Assortment of two Patty Bee rhododendrons (yellow); black lace elderberry; Japanese pieris (Katsura) that grows tall, plus another pieris; arbutus shrub; sambucus nigra and a sarcococca ruscifolia. The peonies in driveway garden to be transplanted and grouped together.
- Fall bulbs have arrived and will be planted October 11, 2024
- Grass mowed for the last time this year.
- Donations received to be used to purchase waterproof plant labels to be attached to existing plant markers which is more economical than ordering new plant markers.
- Winterization of irrigation system planned for October.

\*\*\*\*



## Japanese Memorial Garden

06 October, 2024

1. Torii gates,
  - a. The outer torii gate – at the parking lot – sanding and painting will be completed by the end of October.
  - b. Work on the inner torii gate will start the third week of October.
  - c. Modifications have been made to the structure of the base to make for an easier installation.
2. Fence repair work
  - a. Work on the north and west fence will be completed by the beginning of the third week of October.
    - i. New roof shingles have been installed.
    - ii. 90% of the ridge cap has been installed.
    - iii. Rotted fence posts and fence panel components have been replaced and are now whole.
    - iv. Minor repairs to the gates are still to be completed.
3. A pink flowering dogwood tree was planted the first week of October. The new tree was planted near an original to the garden cherry tree that will need to be removed in a few years time.
4. The volunteers of the JMG have begun the design process for the renovation of the south primula bed. It is anticipated that the rebuilding work will happen in the fall of 2025.
5. Arborist Matt Bolla is coming to the garden in the second week of October to assess the work that needs to be done as a result of snow damage from the storm of January 17<sup>th</sup>, 2024. The work is to be completed when the leaves are off the trees.
  - a. I move that MIPRC approve the engagement of arborist D.R. Daylight for tree pruning services at the Japanese Memorial Garden in an amount not to exceed \$2,000.

\*\*\*\*\*





## Sandy Hook Community Park Report

07 October, 2024

1. At the Mayne Island Parks and Recreation Commission meeting on September 12, 2024 the park was officially named the "Sandy Hook Community Park". A "Sandy Hook Community Park" sign has been ordered.
2. A report on the progress made on the park restoration dated September 25, 2024 from volunteer RA is as follows:
  - a. I continued the daphne/broom pull along the north and west margins. I think that aspect is largely complete.
  - b. Fencing an area containing 7 small trees is completed on the north margin and a smaller restored patch with 2 trees near Sandy Hook Road. There are 4 t-posts left. They are left near the northern fenced area. The 2nd roll of wire has been completely used. The 1st roll was lighter weight wire and easier to install than the 2nd roll.
  - c. The small wire cages were moved to surround small trees nearer the western edge. If the deer lean over the low cages to browse these trees, we would have to consider t-posts and higher wire fencing.
  - d. There are now 12 saplings that are fenced. 8 Douglas fir, 2 grand for and 2 cedars. There are no young alder, maple or Arbutus saplings.
  - e. The test pit is dug and a depth scale installed. I'll monitor water levels over the winter and spring and report to you.
  - f. I have disposed of the metal, plastic and garbage collected during the restoration.
  - g. The restoration has progressed very well.
3. A neighbour has offered to remove a small brush pile in the park near their property line. All other debris and brush in the park will be left to decompose naturally.
4. Thank you to all the volunteers for their efforts in restoring this neighbourhood park in such a timely manner.

\*\*\*\*\*