



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

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

Date/Time: November 14, 2024

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**Present:** Debra Bell (by telephone) Michael Kilpatrick (Acting Chair)  
Jacquie Burrows, (Treasurer) Veronica Euper  
Adrian Wright Kestutis Banelis  
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 be meeting on the traditional lands of the Coast Salish people.

### 2. Approval of Agenda

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

**CARRIED**

### 3. Adoption of Minutes of October 10, 2024

**MOVED** by Commissioner Kilpatrick and **SECONDED** by Commissioner Wright, that the minutes of October 10, 2024 be approved as presented.

**CARRIED**

### 4. Chair's Remarks

None

### 5. Reports

#### 5.1. Treasurer's Reports

5.1.1. Treasurer's Report for the period October 1 - 31, 2024 (report attached)

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

**CARRIED**

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- 5.1.2. Finance Report/Local Matters  
A report was received with the agenda.

5.2. Administration

- 5.2.1. Follow up Action Report (not covered elsewhere)
- Commissioners agreed on the location of the holiday dinner.
  - The Lions grant for playground equipment has been approved and a cheque is anticipated.
  - A locking garbage bin will be obtained for Dinner Bay.
  - The rock barrier installation at Miners Bay will continue to be pursued.
  - The rope replacement on the Peter Askin trail was completed.
  - Kat Ferneyhough, CRD, has responded on the trail assessment reporting form and progress continues.
  - The Conservancy's assessment report of Charter Road Park has been received and will be circulated.
  - Pruning work at Japanese Garden was rescheduled to next Wednesday.

- 5.2.2. Health and Safety Concerns  
No issues raised.

- 5.2.3. Events  
A report was received with the agenda.
- The holiday light-up dates are scheduled and the Lions Club and MIPRC are invited to assist with set up at the Japanese Memorial Garden on December 10<sup>th</sup>.
  - The Miners Bay Park power will be turned on for the evening of December 7<sup>th</sup>.
  - Discussion occurred regarding the new tree lights and that leaving the UV resistant lights in place may cause less damage than removing them annually.

5.3. Committees

- 5.3.1. Fitness Circuit/ Beautification Phase II  
A report was received with the agenda.
- It was reported that the new BC Hydro ReGreening Grant application deadline is January 31st with 15% of total grant allowing for necessary supplies.
  - Bob Downie offered to water the new trees.

**MOVED** by Commissioner Kilpatrick and **SECONDED** by Commissioner Euper that Mayne Island Parks and Recreation Commission extend the cherry tree planting from the tractor shed up to Dinner Bay Road to enhance and provide continuity to the ReGreening Beautification project

**and**

that Mayne Island Parks and Recreation Commission apply for the BC Hydro ReGreening Grant for 2025, details to be determined.

**CARRIED**

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5.3.2. Technology

A report was received with the agenda.

Commissioner Kilpatrick reported on database progress and that access will be granted after testing.

5.3.3. Sanitation

A report was received with the agenda.

Washroom closure dates for painting will be communicated.

**MOVED** by Commissioner Bell and **SECONDED** by Commissioner Burrows that Mayne Island Parks and Recreation Commission approve the painting of the Miners Bay men's and women's washrooms by Mike McArter at a cost not to exceed \$1,000.

**CARRIED**

5.4. Parks

5.4.1. Miners Bay

The electrical update for the holiday tree was discussed. The requirements of the contractor requires further discussion with the Mayne Island Firefighters Association.

5.4.2. Dinner Bay

- The garage eaves trough to be cleaned out and eaves trough cleaning is to be added to the yearly calendar.
- Playground inspections and tools update was provided including that:
  - Bob Downie completed the first inspection and will make some minor fixes.
  - The gravel requires raking which may be done when the teeter-totter is installed.
  - Playground inspection reports will be uploaded to the drobox.
- Contact will be made with the Lions Club executive regarding their funding support.

5.4.3. Cotton Park

A report was received with the agenda.

It was reported that an arborist was called for another tree that fell down in Cotton Park.

5.4.4. Japanese Memorial Garden

A report was received with the agenda.

It was reported that in the coming week Matt Bola is scheduled to do some work and the electrical circuit will be fixed.

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5.4.5. Trail Committee and Pocket Parks

It was reported that:

- The Kadonaga Trail trajectory was modified and is obvious for hikers.
- The boardwalk on Conconi Reef trail was extended and may need to be extended further.

a) Sandy Hook

A report was received with the agenda.

Discussed identifying property boundary in relation to planting trees on the west side of the park.

b) Kippen Road (Motion re: flag and flagpole)

**MOVED** by Commissioner Wright and **SECONDED** by Commissioner Burrows that flag installation at Kippen Road Park be removed.

**CARRIED**

Discussed the particulars of removal and the timeline.

c) Realignment of Plumper Pass Loop Trail

- The CRD sign plan was discussed with regards to the repetitive messaging about entering and leaving park boundaries.
- Discussion occurred regarding the creation of a comprehensive map to include connecting and undocumented trails on Mayne Island.
- The sign plan will be distributed for commissioners to consider the realignment of Plumper Pass Park Loop Trail.
- Suggestions and concerns were raised, including that:
  - CRD note on their maps that hikes may travel through community parks.
  - Not having a comprehensive trail map will take away from the hiking and viewing experience and may cause hikers to become lost or confused.
  - Having trails identified will support 911 emergency response calls to locate injured hikers.
- This item will be brought forward for discussion at the next meeting.

**6. Correspondence/Meetings**

6.1. Email from CRD advising Community Works Fund application supported by Electoral Area Director for 2025.

6.2. BC Hydro ReGreening final report filed and grant approved in full.

6.3. Request from provincial candidate in BC election to set up a booth at Miners Bay Park. Advised CRD does not allow political campaigning on CRD property.

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6.4. Reports filed for reappointment of commissioners for 2025/2026 terms.

6.5. Commissioner vacancy ad placed in November MayneLiner.

6.6. Emails to/from CRD regarding survey for pocket park.

6.7. Emails to/from Todd Shannon, CRD Regional Parks regarding sign plan for Mt. Parke and Plumper Pass Park.

**7. New Business**

No 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 Burrows and **SECONDED** by Commissioner Banelis that the Mayne Island Parks and Recreation Commission meeting be adjourned.  
**CARRIED.**

The meeting adjourned at 4:30 pm.

Original signed by

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**Debra Bell, Chair**

Approved on December 12, 2024

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**DATE**

Original signed by

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**Lauren Edwards, Recorder**