



MIPRC Minutes - February 12, 2014

The February meeting of the Mayne Island Parks & Recreation Commission was held at the Library on Wednesday, February 12 and was called to order at 3:15 pm.

Present: Jerry Wise (Chair / Secretary) Bill Duggan Cal Biem Peter Askin
Liz Howard Veronica Euper (via telephone)
Absent: Jerry Betker Dennis Akey

1. **Adoption of agenda:** moved by Peter, seconded by Liz, that the agenda be adopted. Motion carried.

2. **Guest:** Michael Dunn, Executive Director of the MI Conservancy Society, presented information on the Active Pass Nature & Arts Festival being planned to take place 14 months from now over a 3-day period from April 17 to 19, 2015. It will be a massive event focused on the great diversity of bird species and marine mammals inhabiting the Active Pass area – a formally designated IBA (Important Bird Area) – which hopefully will attract a large number of birders from all areas of the globe. The initial reaction of Commissioners was wholehearted support. The Festival will be discussed further at our March meeting and concrete proposals as to how our support should be manifested will be developed including a possible letter of endorsement and / or formal sponsorship and / or recreational financing.

3. **Approval of January minutes:** as there were no errors or omissions it was moved by Liz, seconded by Bill, that the January minutes be approved. Motion carried.

4. **Correspondence (in-coming):** none.

5. **Correspondence (out-going):** email to Richard Wey, Registered Land Surveyor, requesting new surveys be undertaken.

6. **Items arising from old business:** thought has been given as to the best method to recognize the contributions of past Commissioners which have been consolidated into a policy. **Moved** by Bill, seconded by Liz, that the following criteria will be applied in recognizing the contributions of past Commissioners:-

- a) The Commissioner to be recognized must have served at least one full 2-year term
- b) The Commissioner will receive a framed certificate of appreciation
- c) The certificate will be presented during a luncheon attended by the Commissioner in question and spouse along with all current Commissioners who are available
- d) Past Commissioners who have served three terms and /or have acted as an Officer of the Commission will also be given a \$100 gift certificate.

Motion carried.

7. **New Business:**

- I. We have received an invitation from the Pender Island Parks Commission to a Commonality Meeting at Poet's Cove on April 30. A head count of those able to attend will be taken at our next meeting along with suggestions for agenda items.
- II. Liz has offered to stick-handle the kids Easter celebration festivities on April 20 and also brought up the idea of acquiring some sort of megaphone for use at large gatherings.

8. **Treasurer's Report:** Jerry W presented his financial report for the period ending February 12, 2014. The report formalized closing entries for the year 2013 as well as set up capital projects slated for 2014. He also briefed the Commission on talks held with CRD staff concerning transparency and control relative to his on-going Honorarium. The report and discussions led to the following motions:-

- a) **Moved** by Bill, seconded by Peter, that the 2014 budget reduction of \$15,390 due to lower property assessed values be covered by reducing the amount of surplus funds carried forward from fiscal 2013 to our Capital Reserve Fund by the same amount leaving the sum of \$16,770 as an increase to the fund. Motion carried.
- b) **Moved** by Bill, seconded by Peter, that 3 new Capital Fund projects be undertaken for fiscal 2014 being the Kadonaga Bay beach access boardwalk (estimated cost \$12,000), the Kadonaga Bay access trail top stairway (estimated cost \$8,000) and the Kadonaga Bay access trail bottom stairway (estimated cost \$8,000). Motion carried.
- c) **Moved** by Liz, seconded by Bill, that the Treasurer's report be accepted as presented. Motion carried.
- d) **Moved** by Cal, seconded by Peter, that the monthly Honorarium of \$250 awarded to Jerry W in March, 2012 in recognition of the long hours of volunteer work and professional skills he donates to the Commission to complete the tasks of the Treasurer and Secretary positions be continued for the year 2014 especially now that he has also taken on the Chair position. Should he have to resign before December 31, 2014 for some unknown reason the Honorarium will cease. Additionally, the Honorarium will be reviewed in the fall in conjunction with the election of Officers for the year 2015 as to whether it continues or not. Motion carried.

9. Park Reports:

- I. Dinner Bay Park – no report.
- II. Japanese Garden report from Liz – the waterfall pump has been shut down because of the cold weather. Donations are still coming in albeit at reduced levels and some pruning is being planned for next month.
- III. Miner's Bay Park report from Bill – the Christmas lights on the large community tree have been turned off but are not yet taken down as we are awaiting word from the "high-rigging" crew as to availability. The Library Board members will be in touch shortly to arrange a joint work party to install shelving in the basement and generally tidy things up.
- IV. Henderson Park / Trail Network report from Peter and Bill – not all of the requested survey work was completed by the crew from Richard Wey's office but the two most important ones were done. These are the Scotch Broom infested property triangle adjacent to Henderson Park and the proposed new beach access trail on Isabella Lane. Three contractors have completed a site tour of the proposed new projects on the Kadonaga beach access trail with possibly two contractors yet to come. Some reasonable bids should be received by month-end with the work to be completed by October 31. A discussion took place about possible changes to our hiking and walking brochure. **Moved** by Peter, seconded by Bill, that the next printing of the brochure have a higher quality look to it but with fewer copies being printed with a maximum budget of \$1,500. Motion carried. The required protocols to establish a new beach access on Isabella Lane are being strictly followed.
- V. Village Bay Park report from Cal – in order to provide good access with power equipment such as ride-on mowers, etc. an 8' culvert will have to be installed in the ditch along with at least 4 loads of fill. The new stairway at the top end of the Park has now been built.

10. Adjourn: **moved** by Liz, seconded by Cal, to adjourn the meeting at 4:20 pm. Motion carried.

The next meeting will be held at 3:15 pm on Wednesday, March 12 at the Library. Liz indicated that she will be away for this meeting.



TREASURER'S REPORT TO FEBRUARY 12, 2014

(A) OP. FUNDS - Maint., Impr. & Equip.

Expenses	Opening Budget	Total Deposits & Tfrs	Expenses & Budget Adjustments		Remaining Budget
			Expenses & Allocations to Jan 8	to Feb. 12	
Dinner Bay	17,100	0	298	984	15,818
Miner's Bay	14,400	0	217	314	13,869
Village Bay	3,800	0	63	0	3,737
Henderson	7,900	0	63	383	7,454
Trails Network	13,100	0	0	568	12,532
Equipment	3,200	0	0	0	3,200
CRD Charges	8,900	0	0	0	8,900
All Other Expenses	10,300	1,200	37	529	10,934
Totals	78,700	1,200	678	2,778	76,444
	Bank Balance				New Bank Balance
Japanese Garden	11,374	1,564	18	192	12,728
	Opening Budget				Remaining Budget
(B) RECREATION FUNDS	27,840	2,031	0	0	29,871
(C) UNALLOCATED CAP. FUNDS	44,397	32,160	0	0	33,167
Less: Budget reduction			15,390	0	
Kadonaga Bay boardwalk project			12,000	0	
Kadonaga Bay top stairway project			8,000	0	
Kadonaga Bay bottom stairwayproject			8,000	0	
(D) EQUIP. REPLACEMENT RESERVE	16,320	0	0	0	16,320