



## MIPRC Minutes - November 9, 2016

The November meeting of the Mayne Island Parks & Recreation Commission was held at Cotton House on Wednesday, November 9, 2016 and was called to order at 3:00 pm.

Present: Jerry Wise (Chair / Secretary) Peter Askin Dennis Akey Jerry Betker  
Veronica Euper

Absent: Bill Duggan

1. **Adoption of agenda:** **moved** by Dennis, seconded by Veronica, that the agenda should be adopted. Motion carried.

2. **Approval of October minutes:** as there were no errors or omissions it was **moved** by Peter, seconded by Jerry B, that the October minutes should be approved. Motion carried.

3. **Correspondence (in-coming):**

- I. A thank you note was received concerning recreation funding.
- II. An email was received from the Chamber of Commerce concerning the proposed information kiosk.

4. **Correspondence (out-going):** None.

5. **Items arising from old business:**

- I. Jerry W reported on the Pender Island commonality meeting held on October 19. The guest speakers were three CRD staff members who spoke on the current construction specifications for community trails, the need to maintain copies of correspondence and other documents and the procedures to have contracts executed.
- II. The plan for the Commissioner's Christmas Dinner was finalized with a total of 10 people to attend.

6. **New business:**

- I. The 2-year terms of three Commissioner expire on December 31 and as newspaper advertising has not resulted in anyone stepping forward to volunteer to work on the Commission all three, being Dennis Akey, Jerry Betker and Jerry Wise, have agreed to take on another 2-year term to expire on December 31, 2018.
- II. The Commission's sponsorship of the "Tide Table" page in the monthly MayneLiner magazine was reviewed. It was **moved** by Peter, seconded by Veronica, that our sponsorship should continue for the calendar year 2017 at a cost of \$75 per month. Motion carried.
- III. An email from the Mayne Island Chamber of Commerce was reviewed asking for a written "understanding" that land would be provided for their proposed new information kiosk. It was **moved** by Jerry B, seconded by Dennis, that Mayne Island Parks & Rec will provide land at the south-east corner of Miners Bay Park for construction of the new information kiosk as detailed in a recent artist's rendering provided that work starts within one year and is completed within two years, and that Parks would have some input as to the material displayed in the kiosk. Motion carried.

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- IV. Jerry W advised the meeting that we have to register our four water wells (Dinner Bay Park, Japanese Garden, Miners Bay Park and Cotton Park) under the new provincial Water Sustainability Act and that the process has commenced with Bill Warning and Jerry W to complete the required work.

7. **Treasurer's report:** Jerry W presented his report covering the period October 13 to November 9, 2016. He advised that funds had been received to cover the cost of the memorial bench installed in Cotton Park and that the credit was applied to the budget for Dinner Bay Park where the original cost had been charged. It was **moved** by Peter, seconded by Jerry B, that the Treasurer's report be accepted as presented. Motion Carried.

#### 8. Park Reports:

- I. Dinner Bay Park report from Jerry B - all the fallen leaves have been mulched. The downed willow tree has not yet been dealt with but is in the plan. The load of gravel is being held in inventory to be used when needed and some might be sold to the Japanese Garden crew to re-surface the entrance trail. A new Canada flag will be purchased as the current one is beginning to show signs of wear. The flag pole also needs some work. The planned tree planting in the area where the Disc Golf course was extended will take place as soon as possible with the help of some of the Disc Golf players.
- II. Japanese Garden - no report but Jerry W advised that generous donations are still being received.
- III. Miner's Bay Park - no report but Jerry W advised that Bill has found someone who is able to install cement curbing at the edge of the re-surfaced parking area. It was **moved** by Dennis, seconded by Veronica, that a quote in the amount of \$1,288.56 from Peter Wilkening to supply and install cement curbing should be accepted. Motion carried.
- IV. Henderson Park / Trails Network report from Peter - the trail guardians for Henderson Park have been inactive recently as one of them is in the walking wounded category. The last wind storm created a dangerous tree situation on the Chu-an viewpoint trail which has been corrected with the removal of the tree. The new bench put together by Bill has been installed at the Chu-an viewpoint and chained to a tree. The Kippen Road beach access stairway has been raised for the winter with the help of three volunteers.
- V. Village Bay Park - no report.
- VI. Cotton Park report from Dennis - the abandoned 165-foot deep well has been decommissioned and fill material will be mounded over the top of the casing. A contractor capable of conducting a hazmat survey on the residence, who is acceptable to the CRD and is willing to travel to Mayne Island, has been located. This work will now be scheduled with the fee being based on the square footage of the structure. Work on the new cedar slab sign is progressing and the wood carving should be completed shortly. The sign will be installed about 100 feet down the driveway from the entrance where it will be in clear sight of anyone entering the Park. The Fred and Bette Cotton memorial bench has been put together and looks great. Jerry W has located a company to produce the brass plaque. The Park re-zoning application has been completed in draft form and forwarded to the CRD office for signature and filing with Islands Trust. CRD staff have advised that the By-Law designating the Cotton property as a park is on the agenda for the November 9 CRD Director's board meeting.

9. **Adjourn:** **moved** by Jerry B, seconded by Peter, to adjourn the meeting at 4:00 pm. Motion carried. Our next meeting will be held on December 14 at 3:20 pm at the Library.



TREASURER'S REPORT OCTOBER 13 TO NOVEMBER 9, 2016

(A) OPERATING FUNDS

Expenses	Opening Budget 2016	Total Deposits	1st Quarter Transfers and Expenses	2nd Quarter Transfers and Expenses	3rd Quarter Expenses	Expenses Oct 13 to Nov 9	Remaining Budget
Dinner Bay	12,000	1,100	3,102	4,708	3,846	848	596
Miner's Bay	10,000	0	1,869	1,950	3,904	829	1,448
Cotton	12,000	0	2,113	602	1,064	1,600	6,621
Village Bay	5,000	0	451	1,358	2,266	150	775
Henderson	8,000	0	606	456	456	0	6,482
Trails Network	7,000	0	223	579	366	0	5,832
CRD Charges	12,450	0	3,198	3,351	3,714	401	1,786
All Other Expenses	13,500	3,551	4,138	4,796	5,400	1,300	1,417
<b>Totals</b>	<b>79,950</b>	<b>4,651</b>	<b>15,700</b>	<b>17,800</b>	<b>21,016</b>	<b>5,128</b>	<b>24,957</b>

(B) DONATIONS

	Opening Balance	Total Deposits	1st Quarter Transfers and Expenses	2nd Quarter Transfers and Expenses	3rd Quarter Expenses	Expenses Oct 13 to Nov 9	Remaining Budget
Japanese Garden	5,404	10,434	1,714	1,681	1,904	569	9,970
Putting Green	382	472	0	0	0	0	854

(C) RECREATION FUNDS

	Opening Budget	Total Deposits	1st Quarter Transfers and Expenses	2nd Quarter Transfers and Expenses	3rd Quarter Expenses	Expenses Oct 13 to Nov 9	Remaining Budget
	31,900	0	368	1,686	26,248	0	3,598

(D) CAPITAL RESERVE (UNALLOCATED)

	Opening Budget	Total Deposits	1st Quarter Transfers and Expenses	2nd Quarter Transfers and Expenses	3rd Quarter Expenses	Expenses Oct 13 to Nov 9	Remaining Budget
	104,878	10,582	0	22,000	0	0	93,460
<b>Projects:</b>							
Cotton: Driveway, Parking CX.109.2001.66		10,000	0	0	13,346	0	3,346
Cotton: Toilet, Stairway, Fence CX.109.2002.66		12,000	0	6,589	2,480	0	2,931

(E) EQUIP. REPLACEMENT RESERVE

	Opening Budget	Total Deposits	1st Quarter Transfers and Expenses	2nd Quarter Transfers and Expenses	3rd Quarter Expenses	Expenses Oct 13 to Nov 9	Remaining Budget
	17,170	0	0	0	0	0	17,170