



MIPRC Minutes - February 8, 2017

The February meeting of the Mayne Island Parks & Recreation Commission was held at the Library on Wednesday, February 8, 2017 and was called to order at 3:20 pm.

Present: Jerry Wise (Chair / Secretary) Peter Askin Bill Duggan
Veronica Euper Bill Warning

Absent: Dennis Akey Jerry Betker

1. **Adoption of agenda:** moved by Bill D, seconded by Bill W, that the agenda should be adopted. Motion carried.

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

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

- I. Several telephone conversations and email messages were exchanged with the Islands Trust Planner re: Cotton Park zoning change.
- II. An email was received from the Garden Club re: possible joint participation in the Active Pass Festival April 21 - 23 by way of a Cotton Park garden tour.
- III. An email was received from the Disc Golf Club re: their 3rd annual Dinner Bay tournament set for May 6.

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

5. **Items arising from old business:** none.

6. **New business:**

- I. As further supplies of the Hiking and Walking brochure might be needed it was moved by Peter, seconded by Bill D, that up to \$1,500 should be allocated toward printing costs. Motion carried. A small correction will be made to the location of the restroom facility in Bennett Bay so that it shows as being on Parks Canada property.
- II. Several interesting items contained in the email from the Disc Golf Club were discussed and are covered in section (8)(I) below. Additionally, it was moved by Peter, seconded by Veronica, that the Commission pay the \$75 cost of event insurance relative to the Club's upcoming tournament. Motion carried.

7. **Treasurer's report:** Jerry W presented his report for the period January 12 to February 8, 2017. He commented on two items with the first being the creation of a new capital project which has been assigned CRD no. CX.109.2006.66 and the transference of \$45,000 from our unallocated capital to the project. This project is the deconstruction of the Cotton residence and the first expenditure was the invoice from North West Environmental Group in the amount of \$3,590 to cover the cost of completing a HazMat survey of the structure. The second item related to Miners Bay Park expenditures being higher than usual as the invoice from Home Hardware for the new cement curbing was paid. It was moved by Bill D, seconded by Bill W, that the report be accepted as presented. Motion carried.

8. **Park Reports:**

- I. Dinner Bay Park report from Jerry W - the email from the Disc Golf Club was discussed. The Club is proposing some very positive improvements to the course to take place prior to their planned 3rd annual tournament scheduled for May 6. A map of the layout of all 18 holes is being prepared which will be enlarged and displayed on a "kiosk" style information board.

The board will be constructed by the Club and installed somewhere in the vicinity of the first hole close to the current parking area for the Japanese Garden. There will also be a "rules" sign drawn up and posted on this board. **Moved** by Bill D, seconded by Bill W, that we contribute up to \$300 to the Club to assist with the costs of the kiosk. Motion carried. The actual installation of the sign board will have to wait until Jerry B returns from vacation in early March so that it can be co-ordinated with any other plans for the parking area. The Club is also planning to produce a supply of score cards which will be put in a holder on the information board. On a disappointing note, there is continuing minor vandalism happening to the hydraulic door closer at the women's washroom. On and off over the past 2 years someone either hangs from it, or otherwise applies enough pressure to bend the bracket, so that the closer no longer works properly and the door hangs open. This is particularly annoying at this time of year as the electric heater is on. It will be repaired again.

- II. Japanese Garden report from Bill W - the daffodils are out but the rest of the Garden is relatively dormant. Work parties should resume in March.
- III. Miner's Bay Park report from Bill D and Bill W - the tractor exchange with one from Dinner Bay Park is being scheduled for when the snow is gone. The mesh screening for the rain gutters is being pushed out by the snow but will be reinstalled when the weather allows. The Lions Club is planning a wonderful project for the Park as one of their several Canada 150 commemorative events. The current flagpole is old and on the verge of falling over so it will be replaced with three new poles all set in a proper concrete base with an explanatory bronze plaque. The poles are for the Canada flag and the BC flag, with the third one to be used for event flags such as the annual Terry Fox Run.
- IV. Henderson Park / Trails Network report from Peter - the information sign has now been installed by the Conservancy on the observation platform at the foot of the Doreen McLeod trail. With the re-printing of the Hiking and Walking brochure comes a need for photographs. **Moved** by Peter, seconded by Bill W, that a contest be started for the best picture of a Park, beach access trail or regular trail to close April 30. The prize will be a \$100 gift card to be used at the Bistro at the Mayne Island Resort. Motion carried.
- V. Village Bay Park - no report.
- VI. Cotton Park report from Jerry W - the Islands Trust Planner called to explain that his emails last month were unfortunately lacking an explanation that the proposed meeting with the LTC was in connection with our re-zoning application. Jerry W will now meet with the Planner to set out the best method of moving the application forward in closed session. The Garden Club is proposing that we plan a joint tour of the Cotton Park gardens as part of Festival Active Pass to take place April 21 to 23. Unfortunately, the gardens have not been actively maintained and so such a tour would not be informative. We will pass this information on to the Club. However, we might be able to set up a tour of the Park from an ecological perspective and Peter will contact the Conservancy to see if they are interested in participating in such a joint venture. The HazMat survey of the structure has been completed and reveals that there are several hazardous materials and possible viruses present. From this point forward, all contractors working on or in the building must be provided with a copy of the report and confirm in writing that they have read it and understand the dangers. When we get closer to the actual deconstruction date we will have to call for tenders and involve CRD staff in formulating the final contract so that all liability issues faced by all parties to the agreement are addressed. **Moved** by Peter, seconded by Bill D, that hydro service to the structure be disconnected and the water well mothballed. Motion carried. When the hydro is shut off and deconstruction of the residence is imminent, one of the large rain water storage tanks will be moved beside the garden shed and hooked up to its rain gutter. This will provide a continuing supply of water for the gardens. Peter and Bill will be installing the new bike rack as soon as weather permits.

9. **Adjourn: moved** by Bill D, seconded by Veronica, to adjourn the meeting at 4:07 pm. Motion carried. Our next meeting will be held on March 8 at 3:20 pm at the Library.



TREASURER'S REPORT JANUARY 12 TO FEBRUARY 08, 2017

(A) OPERATING FUNDS

| Expenses | Opening Budget 2016 | Total Deposits | Expenses Jan 1 to Jan 11 | Expenses & Transfers | Remaining Budget |
|--------------------|---------------------|----------------|--------------------------|----------------------|------------------|
| | | | | Jan 12 to Feb 08 | |
| Dinner Bay | 12,000 | 0 | 323 | 591 | 11,086 |
| Miner's Bay | 11,000 | 0 | 490 | 1,682 | 8,828 |
| Cotton | 7,000 | 0 | 289 | 0 | 6,711 |
| Village Bay | 6,000 | 0 | 0 | 150 | 5,850 |
| Henderson | 7,000 | 0 | 0 | 152 | 6,848 |
| Trails Network | 7,000 | 0 | 0 | 0 | 7,000 |
| CRD Charges | 12,000 | 0 | 0 | 380 | 11,620 |
| All Other Expenses | 15,700 | 1,200 | 402 | 1,701 | 14,797 |
| Totals | 77,700 | 1,200 | 1,504 | 4,656 | 72,740 |

(B) DONATED FUNDS

| | Opening Balance | Total Deposits | Expenses Jan 1 to Jan 11 | Expenses & Transfers Jan 12 to Feb 08 | Remaining Budget |
|-----------------|-----------------|----------------|--------------------------|---------------------------------------|------------------|
| Japanese Garden | 11,340 | 1,944 | 153 | 124 | 13,007 |
| Putting Green | 854 | 0 | 0 | 0 | 854 |

| | Opening Budget | Total Deposits | Expenses Jan 1 to Jan 11 | Expenses & Transfers Jan 12 to Feb 08 | Remaining Budget |
|----------------------|----------------|----------------|--------------------------|---------------------------------------|------------------|
| (C) RECREATION FUNDS | 34,200 | 0 | 0 | 0 | 34,200 |

(D) CAPITAL RESERVE (UNALLOCATED)

| | Opening Budget | Total Deposits | Expenses Jan 1 to Jan 11 | Expenses & Transfers Jan 12 to Feb 08 | Remaining Budget |
|--|----------------|----------------|--------------------------|---------------------------------------|------------------|
| (D) CAPITAL RESERVE (UNALLOCATED) | 105,114 | 0 | 0 | 45,000 | 60,114 |
| Projects: | | | | | |
| Cotton: Toilet, Stairway, Fence CX.109.2002.66 | 2,931 | 0 | 0 | 0 | 2,931 |
| Cotton: Demo residence CX.109.2006.66 | 0 | 45,000 | 0 | 3,590 | 41,410 |

| | Opening Budget | Total Deposits | Expenses Jan 1 to Jan 11 | Expenses & Transfers Jan 12 to Feb 08 | Remaining Budget |
|--------------------------------|----------------|----------------|--------------------------|---------------------------------------|------------------|
| (E) EQUIP. REPLACEMENT RESERVE | 17,170 | 0 | 0 | 0 | 17,170 |