



## MIPRC Minutes - January 17, 2019 **REVISED MAR. 4/19**

The January meeting of the Mayne Island Parks & Recreation Commission was held at the Library on Thursday, January 17, 2019 and was called to order at 3:00 pm.

Present: Jerry Wise (Chair / Secretary) Peter Askin Bill Duggan Bill Warning  
Veronica Euper Kris Sigurdson Vania Williams Debra Bell (via telephone)

Absent: none

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

**2. Guest presentation:** Brian Crumblehume advised the meeting about how plans are progressing for the new CRD Mayne Island Community Resource Centre. Office space has been rented in the old liquor store at the Mayne Island Resort but his focus at our meeting was on a location for a satellite office in Miners Bay. His wish is to install a small 10' x 10' temporary structure on Park property at the corner of Village Bay Road and Naylor Road which would not only be the Resource Centre but also house a visitor information counter staffed by the Chamber of Commerce. He also floated the notion that perhaps, at some point in the future, the temporary structure could be replaced with a larger, permanent building at a location to be determined somewhere in Miners Bay Park.

**3. Approval of November, 2018 minutes:** as there were no errors or omissions it was moved by Vania, seconded by Kris, that the November, 2018 minutes should be approved. Motion carried.

**4. Formal correspondence / communications (in-coming):**

- I. emails were received concerning a possible property donation.

**5. Formal correspondence / communications (out-going):**

- I. replies were sent relative to the items in (4)(I) above.
- II. a letter of support was sent to the CRD for their staff to use in pursuing grant applications to help fund the new Village Bay / Miners Bay demonstration trail.

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

- I. Jerry advised the meeting that the BBWD has now had possession of the draft License of Occupation documents for two Bennett Bay Parks for over 2-months but that no response has yet been received.

**7. Items of new business:**

- I. a discussion took place concerning Brian's presentation as per (2) above. It was moved by Bill D, seconded by Bill W, that a letter be sent to Brian voicing support in principle for the Resource Centre concept but suggesting that a further search be undertaken for a more suitable location in Miners Bay as we feel that using a corner of the Library parking lot is not appropriate and the best use of Park property. Motion carried.
- II. Jerry updated everyone on a multi-Island meeting held in Sydney in mid-December to introduce the CRD's new senior manager - Carlo Vijandre - charged with the responsibility of creating a far-reaching asset management plan covering all aspects of all CRD assets whether they are owned directly or through Commissions. A draft 50-page booklet authored by their engineer consultants was presented that gave an overview from an engineering point of view of the current condition of the Commission's hard assets (structures) and containing a host of recommendations concerning scheduled maintenance, scheduled repairs, scheduled inspections and ultimate replacement as well as the budget changes that will be necessary to cover costs.

Carlos then took over and talked about the proposed plan from an administrative point of view and how a new database system will be set up to handle all aspects of managing and streamlining current reporting, forecasting, maintenance and accounting systems. He also pointed out that while the engineer's report covered hard assets it will also be necessary to incorporate soft assets - the soil on which a lot of money is spent constructing trails and pathways - as well as somehow monetize the value of volunteer time. A lot more planning will be necessary, and the implementation of the management plan is being measured in years, but he suggested that at the end of the day costs will go up and the impact on budgets could be quite large. Additional workshop meetings with Commission Chairs will be set up over the next few months.

- III. a review of plans for the 2019 Easter Kids Day event at Dinner Bay Park April 21 was undertaken and everything seems to be well in hand. It was proposed, and enthusiastically received, that this would be a great time for a re-dedication ceremony for the newly refurbished Ed Williams Memorial Trail.
- IV. a discussion took place to review and confirm which Commissioners are overseeing which Park and/or trail and to make sure our new Commissioners understand they can jump in and help out wherever they feel they can be of the most assistance.

**8. Treasurer's report:** Jerry presented his reports for the period November 16 to December 31, 2018 and January 1 to January 17, 2019. It was **moved** by Peter, seconded by Bill D, that the treasurer's reports should be accepted as presented. Motion carried.

**9. Park Reports:**

- a) Dinner Bay Park report from Bill W - he is planning on meeting with Amanda Gunn to solidify the ball team's plans for improving their playing surface during the springtime. Bill also reported on the huge job of removing debris from 4 large evergreens that came down on the beach access stairway during the epic December 20 wind storm. Matt Bola has done a great job of removing the trees and cutting them into woodstove size rounds. A question was put forward concerning inventorying the contents of the Pavilion kitchen. Bill will do this with help from some of the Lions club members to separate what is theirs and what is ours. The sprinkler system for the putting green has been repaired and a call will go out for volunteers to maintain it during the summer.
- b) Japanese Garden report from Bill W - the Christmas light display was a huge success and even though the Garden had to be shut for 2-days because of the windstorm power outage the amount of donations received was almost equal to last year. The lights have been taken down and are now in a dedicated storage area.
- c) Miner's Bay Park report from Bill D - some obnoxious graffiti in a Library public washroom has been successfully removed and the Christmas lights on the community tree will be taken down shortly. The ornamental cypress trees along Village Bay road are in need of a pruning and this will be done in February before the sap starts to run.
- d) Henderson Park / Trails Network report from Peter - all the "no hunting" signs have been put up and the Ed Williams Memorial Trail re-surfacing project has been completed. Additional signage will be installed shortly.
- e) Village Bay Park report from Jerry W - two large trees have come down in the December windstorm and are lying across the trail beside the vault toilet. Fortunately, no damage was done to the toilet structure. Bill D has volunteered to clear the pathway.
- f) Cotton Park report from Debra - the eagles have returned and are busily repairing their nest. Wesley has advised that he can start on the electrical work related to the irrigation system in April. The rain water storage tanks are now full.

**10.** An election of officers was held with the following results all by acclamation - Bill D is Chair, Peter is Vice Chair and Jerry will continue as Treasurer. He will also continue as Recording Secretary.

**11. Adjourn:** **moved** by Bill D, seconded by Bill W, to adjourn the meeting at 4:30 pm. Motion carried.

Our next meeting will be held on February 21 at 3:00 pm at the Library.



TREASURER'S REPORT NOVEMBER 16 TO DECEMBER 31, 2018

(A) OPERATING FUNDS

Expenses	Opening Budget 2018	Total Deposits	1st Quarter Expenses	2nd Quarter Expenses & Transfers	3rd Quarter Expenses & Transfers	Expenses Oct 19 to Nov 15	Expenses Nov 16 to Dec 31	Remaining Budget
Dinner Bay	13,000	450	2,689	5,083	1,977	710	1,005	1,986
Miner's Bay	11,900	0	3,382	2,388	2,906	450	995	1,779
Cotton	10,700	1,000	970	3,414	2,382	473	480	3,981
Village Bay	7,000	100	1,717	2,503	2,797	150	300	367
Henderson	5,000	0	1,542	362	456	152	304	2,184
Trails Network	8,000	0	2,796	1,699	57	1,692	0	1,756
CRD Charges	8,000	0	2,371	2,472	2,151	1,115	2,904	3,013
All Other Expenses	15,100	0	5,962	6,541	4,763	1,117	2,365	5,648
<b>Totals</b>	<b>78,700</b>	<b>1,550</b>	<b>21,429</b>	<b>24,462</b>	<b>17,489</b>	<b>5,859</b>	<b>8,353</b>	<b>2,658</b>

(B) DONATED FUNDS

	Opening Balance							
Japanese Garden	12,438	9,793	1,431	2,558	1,673	1,674	313	14,582
Putting Green / Disc Golf Course	1,285	167	0	0	0	0	0	1,452

	Opening Budget							
(C) RECREATION FUNDS	32,813	2,019	1,454	7,183	22,393	627	1,530	1,645

(D) CAPITAL RESERVE (UNALLOCATED)	84,344	18,089	0	0	3,000	0	0	99,433
Projects:								
Dinner Bay Ball Field Impr CX.109.2007.66	5,873	0	0	0	3,462	0	0	2,411
Christmas Tree Impr CX.069.2010.66	0	3,000	0	0	1,928	0	0	1,072

(E) EQUIP. REPLACEMENT RESERVE	18,089	0	0	18,089	0	0	0	0
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TREASURER'S REPORT JANUARY 1 TO JANUARY 17, 2019

(A) OPERATING FUNDS

Expenses	Opening Budget 2019	Total Deposits	Expenses Jan 1 to Jan 17	Remaining Budget
Dinner Bay	13,000	0	1,501	11,499
Miner's Bay	11,900	0	441	11,459
Cotton	10,700	0	57	10,643
Village Bay	7,000	0	0	7,000
Henderson	5,000	0	0	5,000
Trails Network	8,000	0	167	7,833
CRD Charges	8,000	0	0	8,000
All Other Expenses	16,700	0	950	15,750
<b>Totals</b>	<b>80,300</b>	<b>0</b>	<b>3,116</b>	<b>77,184</b>

(B) DONATED FUNDS

	Opening Balance	Total Deposits	Expenses Jan 1 to Jan 17	Remaining Budget
Japanese Garden	14,582	2,544	268	16,858
Putting Green / Disc Golf Course	1,452	0	0	1,452
	<b>Opening Budget</b>			

(C) RECREATION FUNDS

	32,825	1,645	0	34,470
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(D) CAPITAL RESERVE (UNALLOCATED)

	99,433	2,658	0	102,091
<b>Projects:</b>				
Dinner Bay Ball Field Impr CX.109.2007.66	2,411	0	0	2,411
Christmas Tree Impr CX.069.2010.66	1,072	0	0	1,072