



## MIPRC Minutes - February 21, 2019

The February meeting of the Mayne Island Parks & Recreation Commission was held at the Library on Thursday, February 21, 2019 and was called to order at 3:00 pm.

Present: Bill Duggan (Chair) Jerry Wise Peter Askin Debra Bell  
Vania Williams Veronica Euper (via telephone)

Absent: Bill Warning Kris Sigurdson

Bill opened the meeting by thanking Jerry for his more than five years of stellar service and stewardship as Chair of the MIPRC and his many accomplishments and growth of Park assets during his tenure.

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

**2. Guest presentation:** Justine Starke, the new CRD Manager, SGI Service Delivery, attended the meeting to introduce herself and give a brief summary of her areas of responsibility.

**3. Approval of January minutes:** it was moved by Debra, seconded by Vania, that the January minutes as corrected should be approved. Motion carried.

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

- a) a request was received from the Bennet Bay Water District (BBWD) asking for a meeting to discuss their issues with the draft License of Occupation (LoO) document relative to two Park properties.
- b) an email was received from Michael Dunn on behalf of the M.I. Conservancy requesting use of Miners Bay Park May 3 to 5 as a registration location for their planned BioBlitz event.
- c) an email was received from Pender Parks advising of several possible dates for the spring Commonality Meeting.

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

- a) a letter was sent to the BBWD to arrange a meeting for February 3.
- b) a note was sent to Michael Dunn granting permission for Miners Bay Park use by the Conservancy.

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

- a) Bill and Peter met with Alan Barber and Neil Jensen of the BBWD to discuss their concerns with the draft LoO which resulted in a letter being written to us by the BBWD Trustees dated February 5. The letter supposedly confirmed discussions at the meeting wherein the Trustees advised that wording in the LoO was not acceptable to them. They felt that the best way forward was for the CRD to transfer title to the properties to the BBWD and the letter went on to further "confirm" that Messrs. Duggan and Askin had agreed in principal to this course of action. This is not an accurate summation of what was said at the meeting and so after a discussion it was decided that we would send a letter to the BBWD acknowledging receipt of their letter and pointing out the inaccuracies in it. It was also decided that Bill would contact Stephen Henderson of the CRD to advise him of these developments and asking for advice on a possible further course of action.

**7. Items of new business:**

- a) after discussion it was decided that June 12 would work best for us as a date for the spring Commonality Meeting on Pender Island and this information will be sent to John Chapman.

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- b) Gary Richardson, the Islands Trust Planner, met with Bill and Peter to request that in connection with our re-zoning application for Cotton Park we specify what we intend to do - or not - in the way of future development including the possible addition of structures, etc. Discussions on the subject resulted in two distinct and differing schools of thought. One focused on using the existing LTC definition of "Park" which allows some latitude in development. The other was more restrictive in that it follows the definition as contained in section 8.2 of the M.I. Parks Master Plan. Section 8.2 would have the Park remain in its natural state as much as possible with allowances only for gardens and a garden shed. Unfortunately, there was no unifying decision reached and no progress was made in developing an agreed response to Gary's request which will have to remain unanswered at this point. A **motion** put forward by Peter and seconded by Jerry to move forward using the Master Plan definition as a guide failed to carry.
- c) a discussion took place concerning moving our monthly meeting date to allow more time for our article to be submitted to the MayneLiner magazine. It was **moved** by Peter, seconded by Debra, that our meetings should be held at 3:00 pm on the second Thursday of each month subject to Library Board approval. Motion carried.
- d) It was **moved** by Peter, seconded by Jerry, that a "retreat" be held sometime in April to update the Park's master plan. Motion carried.

**8. Treasurer's report:** Jerry presented his report for the period January 18 to February 21, 2019. He commented on the fact that even after some CRD adjustments, the unspent funds in our 2018 operating funds budget carried forward to our 2019 unallocated capital reserve is relatively unchanged from the amount calculated as at December 31. Some questions were asked and answered concerning specific expenses. It was **moved** by Jerry, seconded by Peter, that the treasurer's report should be accepted as presented. Motion carried.

**9. Park reports:**

- a) Dinner Bay Park report from Jerry - there is currently a problem with the water supply in that water is being pumped out of the well but is not being re-pumped into the washroom pressure tank. Wesley has been contacted and he and Jerry will troubleshoot the system on Friday.
- b) Japanese Garden - no report.
- c) Miner's Bay Park report from Bill D - the ornamental evergreen trees along Village Bay Road by the Library have now all been pruned. The lights on the community Christmas tree will be coming down shortly and then the breaker box for the tree electrical system will be properly re-attached to the tree. A solar powered light has been installed to illuminate the steps to the basement.
- d) Henderson Park / Trails Network report from Peter - the time for the Ed Williams Trail re-dedication ceremony on April 21 will be 1:00 pm or even later. Peter and Bill have cleared a tree that was down on the Doreen McLeod Trail as well as new signs installed that indicate how to get to the trail. A tree has also been cleared from the Don Herbert Memorial Trail.
- e) Village Bay Park report from Jerry W - the two large trees that had fallen on a trail near the vault toilet have been cleared.
- f) Cotton Park report from Debra - a large boulder has been located that might be adequate to have the proposed Cotton Family legacy plaque attached to it. It was **moved** by Debra, seconded by Vania, that we proceed to have the boulder transported to the park and installed in the area where the front steps of the house were located. Motion carried. Jerry reminded everyone that the top of the boulder should be at least 5 feet above ground level and Debra followed this comment by saying that a concrete pad could be used to ensure the boulder is an appropriate height. The Canada flag is tattered from being buffeted by numerous storms over the winter and so it will be replaced with a better quality one made with special material. The cost is \$105 and if the flag is indeed as good as advertised then additional ones will be purchased. There are some small trees down on the Orca Trail which will be looked after.

**10. Adjourn:** **moved** by Peter, seconded by Debra, to adjourn the meeting at 4:25 pm. Motion carried.

Our next meeting will be held tentatively on March 14 at 3:00 pm at the Library.



TREASURER'S REPORT JANUARY 18 TO FEBRUARY 21, 2019

(A) OPERATING FUNDS

| Expenses           | Opening Budget 2019 | Total Deposits | Expenses Jan 1 to Jan 17 | Expenses Jan 18 to Feb 21 | Remaining Budget |
|--------------------|---------------------|----------------|--------------------------|---------------------------|------------------|
| Dinner Bay         | 13,000              | 0              | 1,501                    | 555                       | 10,944           |
| Miner's Bay        | 11,900              | 0              | 441                      | 1,042                     | 10,417           |
| Cotton             | 10,700              | 0              | 57                       | 250                       | 10,393           |
| Village Bay        | 7,000               | 0              | 0                        | 152                       | 6,848            |
| Henderson          | 5,000               | 0              | 0                        | 150                       | 4,850            |
| Trails Network     | 8,000               | 0              | 167                      | 379                       | 7,454            |
| CRD Charges        | 8,000               | 0              | 0                        | 740                       | 7,260            |
| All Other Expenses | 16,700              | 0              | 950                      | 1,264                     | 14,486           |
| <b>Totals</b>      | <b>80,300</b>       | <b>0</b>       | <b>3,116</b>             | <b>4,532</b>              | <b>72,652</b>    |

(B) DONATED FUNDS

|                                  | Opening Balance       | Total Deposits | Expenses Jan 1 to Jan 17 | Expenses Jan 18 to Feb 21 | Remaining Budget |
|----------------------------------|-----------------------|----------------|--------------------------|---------------------------|------------------|
| Japanese Garden                  | 14,582                | 2,654          | 268                      | 463                       | 16,505           |
| Putting Green / Disc Golf Course | 1,452                 | 0              | 0                        | 0                         | 1,452            |
|                                  | <b>Opening Budget</b> |                |                          |                           |                  |

(C) RECREATION FUNDS

|  |        |       |   |   |        |
|--|--------|-------|---|---|--------|
|  | 32,825 | 1,645 | 0 | 0 | 34,470 |
|--|--------|-------|---|---|--------|

(D) CAPITAL RESERVE (UNALLOCATED)

|   |        |       |   |   |         |
|---|--------|-------|---|---|---------|
|   | 99,433 | 5,174 | 0 | 0 | 104,607 |
| <b>Projects:</b>                          |        |       |   |   |         |
| Dinner Bay Ball Field Impr CX.109.2007.66 | 2,411  | 0     | 0 | 0 | 2,411   |
| Christmas Tree Impr CX.069.2010.66        | 1,072  | 0     | 0 | 0 | 1,072   |