



Mayne Island Parks and Recreation Commission
Minutes - June 13th, 2019

The Regular meeting of the Mayne Island Parks & Recreation Commission was held at the CRD Mayne Island Resource Centre at 494 Arbutus Drive, Mayne Island on Thursday, June 13, 2019 and was called to order at 3:20 pm.

Present: Peter Askin (Vice-chair/ Acting Chair) Jerry Wise (Treasurer)
Kris Sigurdson Vania Williams Debra Bell (recording secretary)

Regrets: Bill Duggan (Chair) Veronica Euper Bill Warning
David Howe (Director CRD SGI)
Ben Maberley (Alternate to Director CRD SGI)

Guest: Jean-Daniel Cusin (CRD Mayne Island Liaison)

1. Approval of agenda:

It was **moved** by Jerry and seconded by Vania that the agenda of the Mayne Island Parks and Recreation Commission regular commission meeting be approved. The motion was adopted.

2. Guest Presentation:

CRD Liaison for Mayne Island, Jean-Daniel Cusin summarized a meeting held May 23, 2019 which brought together 36 people representing non-profits, societies and other community groups to discuss Designing the Future of Mayne Island. A similar meeting will be held the evening of June 13, 2019 for younger people. Participants were asked what their organization was working on and what their aspirations were for Mayne Island over the next 5 years. A total of 157 ideas were produced which were then broken down into themes including Parks, Trails & Recreation. The next step is the Designing the Future Summit: a structured strategic planning process designed for approximately 30 people working in small teams and as a whole focussing on up to 12 different topics over 6-12 weeks. The whole community will also have an opportunity to provide input. The small teams will develop proposals receiving input from the larger group through feedback loops. The resulting strategy is then brought back to the community through another survey. Once the strategy is finalized, funding opportunities will be pursued to bring the plan into action.

3. Approval of May minutes:

It was **moved** by Vania and seconded by Kris that the minutes of the May 9, 2019 regular meeting of the Mayne Island Parks and Recreation Commission be approved. The motion was adopted.

4. Formal correspondence/communications (incoming):

- a. Numerous emails were received from the CRD regarding deficiencies in asset inventory.

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

- a. Numerous emails were sent to the CRD outlining deficiencies in asset inventory.

6. Items arising from old business:

- a. Debra reported on the Parks Master Plan subcommittee meeting on June 6, 2019 and the information presented at the PIPRC Commonality meeting June 12, 2019 with respect to 5-year master plans as follows:

- A more detailed report is forthcoming
- Focus on community consultation in the short term and follow regional parks strategic planning template
- Peter, Kris and Vania to meet June 15, 2019 at 4:30 pm at the Library to develop survey to potentially be used at Canada Day celebrations

- b. The asset inventory is being updated to include a number of additions with the assistance of Stephen Henderson, Manager of Real Estate Services, CRD and staff.

- c. A final draft of a License of Occupation with the Bennett Bay Waterworks District with a start date of June 15, 2019 was received. It was noted that the term of the license is for 10 years. Further, it may be necessary to obtain a survey of the property and that MOTI should take responsibility for any tree located on the road allowance.

It was **moved** by Jerry and seconded by Vania that the License of Occupation between the CRD as represented by the Mayne Island Parks and Recreation Commission and the Bennett Bay Waterworks District, start date June 15, 2019 be approved. The motion was adopted.

Peter will advise Stephen Henderson of the approval in order that the agreement may be executed.

- d. The process to have certified arborist Brian Henneberg of 'island arborist' approved by the CRD as required by their procurement policy is complete.
- e. Vania attended the Invasive Species Forum on May 29, 2019 at the University of Victoria and reported the following:

- Overview of invasive species in the region
- 8 different presenters each describing an invasive plant or insect; how it is invasive; where it comes from and the level of control achieved
- Mostly plants such as the toxic giant hogweed; knapweed; death cap mushrooms but also a beetle and fire ants; the herpes of lawns
- High priority list with a focus on complete eradication; others control spread
- Two apps to report an invasive species: BC Invasive and BC Weed
- Variety of literature available for viewing

Vania suggested Rob Underhill, Mayne Island Conservancy Society may be able to assist in identifying which of these invasive species affect Mayne in particular. Consider whether invasive species eradication should be a goal of the 5-year

Master Plan and the potential to work in collaboration with other groups such as the Association of Mayne Island Boaters.

- f. The Dave Bentham citizenship award is given annually to a student from the Mayne Island Elementary School and is funded by the Commission. The award will be presented at this year's ceremony on June 27, 2019 and Jerry will create the award 'certificate'.

It was **moved** by Vania and seconded by Kris that the wording of the Dave Bentham citizenship award be amended to replace the word "graduating" with "deserving"; to replace the words "Canada Savings Bond" with "cheque"; and the amount of "\$200" be increased to "\$300", effective immediately.

The motion was adopted.

At the beginning of the school year in September 2019, a presentation may be given describing the award.

- g. The SGI Parks and Recreation Commonality meeting was hosted by the Pender Island Parks and Recreation Commission (PIPRC) on Pender Island, June 12, 2019 and attended by Peter, Vania and Debra. Peter reported the following:

- Justine Starke, Steve Carey and Jessica Arnet, CRD attended
- PIPRC draft regulatory by-law including enforcement provisions and the potential for bicycle trails presentation
- Social media policy and guidelines of the CRD presentation
- 5-year Master Planning process was addressed and a Regional Parks planning template distributed
- Procurement policy presentation; draft policy now finalized
- Field trip to Lively Peak and emergency egress; Shale Pits
- Formal minutes to be distributed upon receipt.

7. Items of new business:

- a. The PIPRC has an updated draft regulatory by-law which includes enforcement provisions.

It was **moved** by Kris and seconded by Jerry that a committee be formed to study the draft PIPRC regulatory by-law and report back to the Mayne Island Parks and Recreation Commission. The motion was adopted.

Kris and Peter volunteered to be on the committee and Peter will ask Veronica to also join the committee.

- b. An estimate was received from Brian Henneberg, 'island arborist', for work required on 9 trees in Cotton Park and the Sykes Road beach access.

It was **moved** by Jerry and seconded by Kris that the estimate received from Brian Henneberg, 'island arborist' dated June 11, 2019 in the amount of \$640.50 be approved. The motion was adopted.

- c. The Canada Day celebration will be held on Monday, July 1, 2019 at Miner's Bay Park. The Mayne Island Parks and Recreation Commission traditionally gives out free ice-cream cones. Jerry will order the ice-cream from Tru-Valu. Gerry Wise, Kris, Vania and Peter volunteered to set up and serve the ice-cream from approximately 11:30 am until 2:00 pm. Peter will ask Veronica if she would like to participate. It is hoped that a survey related to the 5-year Master Plan will also be ready to distribute at the event.

8. Treasurer's report

- a. Jerry presented a report covering the periods April 12 to May 9, 2019 and May 10 to June 13, 2019. He commented on the expenditures at Cotton Park for the split rail fence, electrical work related to the irrigation system and the Cotton monument capital project.

It was **moved** by Jerry and seconded by Vania that the Treasurer's report be approved.

The motion was adopted.

- b. An application for recreational funding was received from the Tour des Iles committee and Salish Sea Inter Island Transportation Society. The Tour des Iles promotes the unique culture and beauty of the Southern Gulf Islands and provides inter-island small boat service allowing residents and visitors to easily visit and explore other islands.

It was **moved** by Jerry and seconded by Kris that the Mayne Island Parks and Recreation Commission approve a recreational funding request of \$500 to the Salish Sea Inter Island Transportation Society to subsidize the cost of the Tour des Iles. The motion was adopted.

9. Park reports:

- a. Dinner Bay Park: Written report submitted by Bill W. included grass cut; new tractor malfunction; putting green and 9 holes open and baseball field ready for the season.
- b. Japanese Garden: No report
- c. Miners Bay Park: No report
- d. Henderson Park/Trail Network Development: Peter reports the Doreen McLeod; East Boundary and Don Herbert Memorial Trails have been raked and/or groomed. A major blowdown occurred on the Sykes Road Beach Access trail and arrangements are being made to have it cleared. Lynda Campbell agreed to add the Ed Williams Trail to her portfolio. A broom removal party at Henderson Park will be organized shortly.
- e. Village Bay Park: A request for someone to construct a new wishing well is in the June Mayneliner magazine. Two work parties resulted in grass cutting; broom removal; burning; Garry oak pruning and general clean-up.
- f. Cotton Park: Written report submitted by Debra included site clean up continued; rock wall repaired; area seeded; irrigation lines expanded; new plantings; relocated bollard; Orca trail groomed and two dead trees removed.

John Aitken advised the Welcoming figure in Felix Jack Park will not be refinished.

10. Vice-Chair/Acting Chair Peter advised the Commission that the next regular commission meeting was scheduled for Thursday, July 11, 2019 at 3:00 pm in the Library.

It was **moved** by Vania and seconded by Kris that the meeting be adjourned. The motion was adopted and the meeting was adjourned at 4:45 pm.



TREASURER'S REPORT MAY 10 TO JUNE 13, 2019

(A) OPERATING FUNDS

Expenses	Opening Budget 2019	Total Deposits	1st Quarter Expenses & Transfers	Expenses Apr 12 to May 9	Expenses May 10 to Jun 13	Remaining Budget
Dinner Bay	13,000	125	3,464	966	1,298	7,397
Miner's Bay	11,900	0	3,023	586	494	7,797
Cotton	10,700	0	811	230	2,881	6,778
Village Bay	7,000	660	456	152	152	6,900
Henderson	5,000	0	450	150	150	4,250
Trails Network	8,000	0	670	0	0	7,330
CRD Charges	8,000	0	2,182	801	987	4,030
All Other Expenses	16,700	0	4,038	1,431	1,662	9,569
Totals	80,300	785	15,094	4,316	7,624	54,051

(B) DONATED FUNDS

	Opening Balance	Total Deposits	1st Quarter Expenses & Transfers	Expenses Apr 12 to May 9	Expenses May 10 to Jun 13	Remaining Budget
Japanese Garden	14,582	4,612	941	451	575	17,227
Putting Green / Disc Golf Course	1,452	0	0	0	0	1,452
	Opening Budget					

(C) RECREATION FUNDS

	32,825	1,645	755	523	145	33,047
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(D) CAPITAL RESERVE (UNALLOCATED)

	99,433	5,174	7,000	0	0	97,607
Capital Projects:						
Dinner Bay Ball Field Impr CX.109.2007.66	2,411	0	0	0	0	2,411
Christmas Tree Impr CX.069.2010.66	1,072	0	0	0	0	1,072
Cotton Monument CX.109.2008.66	0	7,000	0	750	0	6,250