



Minutes for a meeting of the Mayne Island Parks and Recreation Commission at the Community Centre on February 10, 2022 at 3 pm.

PRESENT: Debra Bell (Chair/Treasurer) Michael Kilpatrick (Vice-Chair)
Peter Askin Veronica Euper
Adrian Wright Kestutis Banelis
Jane Schneider

STAFF: Kat Ferneyhough, Mayne Island CRD Liason
Lauren Edwards (Recorder)

ABSENT: David Howe, Director, CRD, Southern Gulf Islands

The meeting was called to order at 3:09 pm.

1. Territorial Acknowledgement

It was gratefully acknowledged that the meeting was held on the traditional lands of the Coast Salish people.

2. Approval of Agenda

Added to the agenda:

- Two emails from concerned neighbours regarding pickleball at Dinner Bay Park.
- Email correspondence from the Lions regarding Easter celebrations.

MOVED by Commissioner Euper and **SECONDED** by Commissioner Wright,
that the agenda be approved as amended.

CARRIED

3. Adoption of Minutes of January 13, 2022

MOVED by Commissioner Kilpatrick and **SECONDED** by Commissioner Banelis,
that the minutes of January 13, 2022 be approved as presented.

CARRIED

4. Chair's Remarks

- The Land Acquisition Committee members were thanked for the presentation provided to the committee as a whole.
- Commissioners were informed that public comments on behalf of MIPRC should be made or authorized by the Commission Chair. This applies to media requests or Islands Trust meetings. Someone other than the Commission Chair may be approved to make comments through the passing of a motion by the Commission.

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5. Reports

5.1. Treasurer's Report

5.1.1. Treasurer's Report for the period January 1 - 31, 2022

MOVED by Commissioner Bell and **SECONDED** by Commissioner Askin,
That the Treasurer's report for the period January 1 - 31, 2022 be approved as presented.
CARRIED

It was reported that:

- The CRD issues the Estimated Budget for 2022 in February and the Final Budget in March at which time it will be recorded on the Treasurer's Report
- The December 31, 2021 Final Report was received and some adjustments to the capital balances carried forward are expected.

5.1.2. Well registrations and fees

- It was reported that three wells were currently being registered; however, an additional well at the Japanese Memorial Garden must also be registered and the Province will charge an annual fee from 2016 onward but without penalty; and, each well license will be charged \$50 per year.
- Commissioner Bell will confirm how many active and inactive wells there are.

MOVED by Commissioner Bell, **SECONDED** by Commissioner Kilpatrick, that Mayne Island Parks and Recreation Commission approve the payment of \$1079.09 to complete the provincial well licence registrations for the wells located at Dinner Bay, Miners Bay and Cotton Park.

CARRIED

5.2. Administration

5.2.1. Follow up Action Report (not covered elsewhere)

- Dinner Bay and Miners Bay washroom painting will be done the end of February or during the first week of March. Washrooms will be closed during this time.
- The Lions building licensing agreement remains outstanding.
- A lock has been installed on the food digester.
- Commissioner Banelis will arrange for the oven in the Adachi Pavilion to be dropped off for repairs and picked up afterwards.
- WHMIS, a part of occupational health and safety requirements, was discussed and it was agreed that Commissioner Banelis would provide a list at the next meeting to assist on deciding on elements to include in a MIPRC Safety Program Manual.
- Commissioner Banelis will check whether Lance Shook is willing to purchase the gasoline under the MIPRC account.

5.2.2. Review and Approve Supplement to the Commissioner's Handbook

- The review and approval of this item to be done at the March meeting.

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- Commissioner Kilpatrick will circulate the organizational chart he is using for the website build.
- There is no change to the Land Acquisition Guidelines at this time. They will be included as a draft document.
- Email protocols were revised.

5.2.3. Trail/parking lot tree and safety assessment program

- It was reported that: two trails in Henderson Park have been assessed; Don Herbert Trail had a couple of trees removed; and a trail to Beechwood Drive will be patrolled on Saturday with steps being fixed or replaced.
- Discussed the requirement for an arborist to assess trees near parking lots and trails every four to five years and that commissioners accompany the arborist during the assessment.
- It was agreed that Commissioners Askin, Banelis and Wright will discuss this requirement with the contracted arborists.

5.2.4. Commissioner orientation questions and specific areas of interest

No issues identified.

5.2.5. Upcoming events/park activity plans/Facebook

- A Lions application for a barbeque is expected.
- Planning is anticipated for one cultural and one physical activity by spring/summer.
- Discussed Facebook promotion of MIPRC activities.

5.2.6. Commissioner Retreat – set date in June; suggested topics

- It was agreed that the retreat be scheduled on June 10th or 17th.
- Current topics are: status of Five-Year Master Plan, succession planning and land altering matters.
- The Commissioner Retreat will remain on the agenda to add topics for discussion.

5.3. Committees

5.3.1. Land Acquisition

Update following Committee of the Whole meeting February 10, 2022: A successful brainstorming session was held with more work to follow.

5.3.2. Information Technology

- a) Proposal regarding website; logo modification; domain name renewal:
 - Commissioner Kilpatrick will circulate website suggestions.
 - Commissioners reviewed the proposed logo revision which generated discussion, but no consensus was reached.
 - The domain name miprc.ca has been renewed.
- b) Donations and e-transfer possibilities external to CRD:
 - It was commented that the Japanese Memorial Garden gets numerous requests for e-transfers.

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- Discussed the necessity for CRD involvement although there is no e-transfer capacity through CRD.
- The Treasurer will investigate some details of the current bank account process and report back.

5.3.3. Fitness Track

a) Position report:

- Commissioners Kilpatrick, Kestutis and Schneider met and reviewed the 0.6 km loop.
- A cost estimate for the build was considered to be \$16K to \$24K excluding shipping charges and drainage work.
- It was suggested the work be approached in a two-stage phase with the pavilion side being done first as this area is drier and would be an easier build between the water, the horseshoe pit and the road.
- Discussed track surface options and it was determined that, although playground mulch is environmentally friendly, it is the most expensive and quickly requires replacement. It was suggested that a fabric covered by three inches of rough stone base and a ¾ crush stone topping be used.
- Discussed whether to use the \$15K budget to accomplish half the build or to defer the project until more budget is available.
- Discussed placing the three fitness stations beside the playground between the washrooms building and spaced away from the Adachi Pavilion. This would allow adults to use the equipment while watching their children.
- Discussed the longer-term development of the project through a master plan with a phased approach and additional funding if the track and equipment is used and liked.

b) Feedback from *MayneLiner* request for input:
No feedback provided.

5.3.4. Memorial Plaques

Result of inquiry regarding Miners Bay Notice Board: This is back to the committee although no request for plaques have been received.

5.3.5. Fallow Deer

It was reported that:

- Fallow deer hunting is restricted to bows and shotguns only;
- The restrictions will likely reduce the number of successful hunts;
- The Conservancy awaits a long-term view to address the situation;
- Culls are not an option; and
- Survey input was received and outcome is pending.

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5.4. Parks

5.4.1. Miners Bay

UV light update:

- It was reported that the system shorted out when the new UV light was installed.
- Discussed replacement of parts or the purchase of a new system.
- It was commented that Dinner Bay may also experience issues with its aging system.
- Commissioners Bell, Banelis and Wright will discuss and present a plan for the next meeting.

5.4.2. Dinner Bay

Donation boxes – Disc Golf/Putting Green:

- The disc golf course will be ready for a tournament in May.
- Discussed potentially removing the donation boxes for the putting green and disc golf course.
- It was stated that donations do not impact the CRD budget.
- Commissioner Banelis will consider the donation box situation and report back at the next meeting.

5.4.3. Japanese Memorial Garden

- July 24th is the date proposed for the Art Show.
- First bridge deck was replaced yesterday and the zigzag bridge is next for repair with some wood donations having been received.

5.4.4. Cotton Park

Nothing to report

5.4.5. Emma and Felix Jack Park

Update regarding Islands Trust; meeting at park on February 20 at 1:30 pm:

- Due to the cancellation of the Local Trust Committee meeting in January, no action occurred regarding the rezoning letter.
- Commissioners will meet with Johnny Aitken at the park on February 20th at 1:30 pm.
- It is presumed the rezoning request will be on the February 28th Local Trust Committee agenda.

MOVED by Commissioner Bell and **SECONDED** by Commissioner Banelis that Commissioner Kilpatrick be authorized to speak on behalf of the Mayne Island Parks and Recreation Commission on February 28th at the Local Trust Committee meeting regarding rezoning of Emma and Felix Jack Park.

CARRIED.

5.4.6. Anson Road/Pocket Parks

- a) Remediation work at Anson Road and native plant relocation update:
Commissioner Banelis will write to the CRD project contact for a status update.

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- b) Charter Road/Club Crescent tree removal update:
 - The arborist has provided an assessment;
 - The tree is not on Parks property but is on the Right of Way; and
 - Removal of the tree does not fall within the responsibility of MIPRC.

5.4.7. Village Bay Park

- Discussed the information provided that the trail guardian frequently removes large pieces of garbage left in the park and the fact that garbage removal is not within the MIPRC's current cleaning services contract. Commissioner Schneider has encouraged the trail guardian to contact her.
- It was agreed to place a yard of gravel on the trail by the wishing well to raise the grade and decrease the mud.

5.4.8. Henderson Park and Trail Network Development

- a) Henderson Park – main considerations were some trees that needed removal and some steps that needed repair.
- b) Conconi Reef - Agreements with MPID and Hydro
Comments were made that: the redlined agreement with the Improvement District and Hydro to be looked over; a geotech exam is necessary; expanding the trail network is an interest; and the shifting slope is creating dangerous trees.
- c) Refined Estimate for Access Road Repair at Henderson Park and Motion
 - It was reported that repairs are unnecessary on the right side of the access road, but erosion is a problem.
 - It was agreed that three yards of gravel will be acquired to place at this site as well as at Village Bay Park.

5.4.9. David Cove Boat Ramp

- It was reported that there is serious erosion of asphalt above the cement.
- A response from Stephen Henderson, CRD Property Manager, is pending.

6. Correspondence/Meetings

- 6.1. Email correspondence on CRD integrated transportation function and survey.
- 6.2. Continued correspondence with CRD re: boat ramp tenure renewal and DFO review.
- 6.3. Email correspondence with CRD regarding well registrations.
- 6.4. Confirmed meeting with Johnny Aitken and the commission at Emma and Felix Jack Park on Sunday, February 20 at 1:30 pm.
- 6.5. Internal correspondence regarding gates at entrance to Edith Point.
- 6.6. Commissioner Orientation scheduled for February 24 via Zoom.
- 6.7. Email correspondence with CRD regarding e-transfer capability.
- 6.8. Interview request regarding pickleball and reply via CRD.
- 6.9. Email correspondence from the Mayne Island Conservancy Society regarding survey on fallow deer management.
- 6.10. Correspondence from CRD Regional Parks re: update on Village Bay to Miners Bay trail.

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- 6.11. Email correspondence with CRD re: in house tractor maintenance and requirement for service by CRD employees.
- 6.12. Email correspondence with MI Reading Society regarding new signs on entrance archway.
- 6.13. Two emails from concerned neighbours regarding pickleball at Dinner Bay Park.
- 6.14. Email correspondence from the Lions regarding Easter celebrations.

7. New Business

- 7.1. Discussion regarding MIPRC public relations within the community and powers:
Deferred to the Commissioners Retreat

8. Motion to Close the Meeting in accordance with Community Charter Part 4, Division 3, Section 90(1)(a) and that recorder and staff attend the meeting - None

9. Rise and Report (If any) - None

10. Meeting Adjournment

MOVED by Commissioner Banelis and **SECONDED** by Commissioner Wright,
That the Mayne Island Parks and Recreation Commission meeting be adjourned.
CARRIED

The meeting adjourned at 5:10 pm

APPROVED BY

MARCH 10, 2022

Debra Bell, Chair

DATE

ORIGINAL SIGNED BY

Lauren Edwards, Recorder