

5. Presentation

Justine Starke, CRD SGI Manager, Service Delivery and Shauna Huculak, CRD Manager, Archaeology, First Nations Relations

A printed copy of the PowerPoint presentation by S. Huculak, CRD Archaeology Manager, was provided to commissioners. She reported the following:

- Her purpose was to try to understand needs and find balance for both the First Nations people and the local community.
- There is no going back once archaeological sites have been disturbed.
- CRD's archeological policy applies to projects from their beginning to end and that the policy is being refined to balance needs and expectations and develop respectful relationships that build trust.
- The *Heritage Conservation Act* is the driving legislation and the policy ensures compliance.
- The *Heritage Conservation Act* will be transformed to align with the UN Declaration on the Rights of Indigenous Peoples and described her role as a conduit between the Province, First Nations people and the local community.
- There is a process of archaeological support for operational activities and she provided examples of other Southern Gulf Islands projects.
- Volunteers should receive yearly refresher training for chance find archaeological procedures.
- Chance finds on lands outside CRD are also protected and the community should be educated.
- Unreported chance finds may be subject to charges and fines.
- Plans for potential meetings with the WSÁNEĆ Leadership Council are being considered.
- She commented on how she can assist with the Dinner Bay fitness circuit and the Village Bay boat ramp.

The guests left the meeting after the presentation.

6. Reports

6.1. Treasurer's Report

6.1.1. Treasurer's Report for the period September 1 - 30, 2022

MOVED by Commissioner Bell and **SECONDED** by Commissioner Euper, that the Mayne Island Parks and Recreation Commission Treasurer's report for the period of September 1st to 30th, 2022 be approved as presented.

CARRIED

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MOVED by Commissioner Askin and **SECONDED** by Commissioner Wright, that the Doreen McCleod boardwalk in Henderson Park be approved in the amount of approximately \$900.00.

CARRIED

6.2. Administration

6.2.1. Follow up Action Report (not covered elsewhere)

- The Sharepoint system will be developed in approximately six weeks.
- Commissioner Bell will follow up with the issue of gifts-in-kind for both MIPRC and the Harbour Commission.
- Commissioners to share ideas via email for discussion at next meeting regarding Commonality Meeting possibilities for 2023.
- The septic system plan was received for Dinner Bay.
- CRD may roll out the E-transfer system in early 2023 for donation payments.
- It was reported that the use of the library as a cooling centre is with CRD for consideration. A heat pump installation would be required.
- The Sharepoint system may have project management capability that can be used for trail assessment management.
- The property near Reef Bay was discussed including whether MIPRC has interest in pursuing an easement. Commissioner Askin will inquire as to why new signs have been posted.
- Whether MIPRC has authority to manage boat ramps while awaiting license renewal was discussed.

6.2.2. Health and Safety concerns

It was discussed and agreed to monitor a possible blind spot hazard at hole #5 on the disc golf course.

6.2.3. Events

It was reported that, in response to an email about a large community meeting in Dinner Bay Park on December 3rd at 6:00 pm, an application was provided which has not yet been returned.

6.2.4. Sponsored activities

- A list of activities Parks may wish to sponsor throughout the calendar year was discussed and Commissioner Schneider will prepare a list.
- It was reported that Parks was asked to participate with the co-management of the Canada Day celebrations.

6.2.5. Fallow/feral deer update

It was reported that a letter is being drafted for approval.

6.2.6. Indigenous Intercultural Skills Training presentation

Some commissioners attended this presentation.

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- 6.2.7. CRD Community Wildfire Resiliency Plan update
- Some commissioners attended this presentation which relates to the funding of a FireSmart Program within Southern Gulf Islands.
 - It was reported that the presenter will raise park specific issues for consideration within the program plan.
- 6.2.8. Commissioner expiring terms and vacancy ad
- Commissioners with terms expiring in December should confirm renewals at the next meeting.
 - An advertisement will be placed in the November *MayneLiner* for vacancies.
- 6.2.9. Policy for naming parks and trails/Motion
- In considering CRD's current and developing policy for naming parks, it was discussed and agreed that Commissioners Kilpatrick and Bell will develop a local MIPRC policy for consideration.

6.3. Committees

6.3.1. Memorial plaques

Committee recommendation was provided, including that:

- the memorial wall is for memorial plaques only;
- the memorial wall will not be for honors or recognition;
- there will be no recognition plaques for MIPRC commissioners past, present or future;
- memorial plaques are for people and pets that have a connection to Mayne Island;
- plaques are equally allocated for people and pets and vertically divided on the wall;
- plaques are 4"x 6" at a price of \$350 each (cost is \$93.00 each);
- any increase in cost to MIPRC will increase the fee charged for the memorial plaque;
- fees received will cover maintenance of the wall and support MIPRC;
- a 10-year term will be provided upon payment of the fee;
- an information sheet will be created;
- after the 10-year term, and, if MIPRC continues with the memorial plaque program, participants with an existing memorial plaque will have the opportunity to continue to participate in the memorial plaque program on the terms and conditions in place at that time;
- MIPRC can discontinue the program; and
- MIPRC reserves the right to approve memorial plaque wording.

MOVED by Commissioner Euper and **SECONDED** by Commissioner Askin, that Mayne Island Parks and Recreation Commission accept the recommendations of the Memorial Plaque Committee for memorial plaques on the board at Miners Bay Park.
CARRIED

The following was discussed, including that:

- cities have five year limits for memorial plaques;
- plaques fall off and get lost over time;

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- the program should not be made onerous for future commissioners;
- plaques need to be buffed every three years; and
- a small year date should be added to identify the age of the plaque.

6.3.2. Fitness Track

- The fitness track and equipment may fit the criteria for the New Horizon for Seniors Grant. The funding is granted in March 2023 and the application deadline is November 1, 2022.
- Commissioner Kilpatrick will circulate the equipment information. He reported that the motion equipment will be nearby the playground and washroom area and the static equipment will be along the Ed Williams Trail.
- An incident of a person with a walker tumbling off the edge of the Ed Williams trail was discussed. Commissioners agreed to a site visit on Saturday October 15th.

MOVED by Commissioner Bell and **SECONDED** by Commissioner Schneider, that Commissioners Kilpatrick and Bell can approve expenditures for the purchase and development of the walking/running track.

CARRIED

6.3.3. Land Acquisition – update and recommendations
Deferred for the November meeting.

6.3.4. Sanitation

a) Chamber of Commerce update

The letter regarding washroom support is ready for approval and will be sent for the Chamber's next meeting.

b) Fixture update

- It was reported that a meeting with the electrician occurred regarding washroom hand dryer installation.
- It was discussed and agreed that the units be selected based on the wiring options.

c) Water meters

- It was reported that the water meter at the library needs to be relocated however the cost was not discussed.
- The locations were agreed to for Dinner Bay and the Japanese Memorial Garden.

6.4. Parks

6.4.1. Miners Bay

a) Bandstand painting/repair

The painting is almost complete and the concrete perimeter work was tentatively scheduled for the following week.

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b) Holiday lights

It was discussed and agreed that given the minimal electricity use and cost savings, the lights for the library would remain as is for the time being.

MOVED by Commissioner Kilpatrick and **SECONDED** by Commissioner Wright, that Mayne Island Parks and Recreation Commission approve the purchase of lights for the Miners Bay Park tree up to a maximum of \$5,000.00.

CARRIED

The tree lights will not be changed until next spring.

6.4.2. Dinner Bay

Playground assessments were received.

The following was reported:

- The Adachi Pavilion was fumigated for buprestid beetles and will be fumigated again in the spring. Decision can then be made whether to coat or leave the wood natural.
- Parts for the playground equipment are being sought.
- Woodchips are available for spreading.
- A second water tank should be considered for future discussion.
- The pergola roof covering requires discussion by Commissioners Banelis and Kilpatrick (Adachi Pavilion Committee) and should be added to the agenda.
- The bylaws do not allow the use of bows and arrows in parks.
- A recycling bin has not yet been placed in the park.

MOVED by Commissioner Banelis and **SECONDED** by Commissioner Askin, that Mayne Island Parks and Recreation Commission approve spending of up to \$1,000.00 for a barbecue for the Adachi Pavilion which would also include the \$300.00 donation from the Kadonaga family.

CARRIED

6.4.3. Japanese Memorial Garden

It was reported that:

- metal pricing for the fence roof is being sought;
- the zigzag bridge wood has been cut and volunteers are being organized for the rebuild;
- the planting of 3,450 flower bulbs has been started for the garden's 20th anniversary;
- some trees require cutting due to wrong location and one is damaged; and
- the arborist fee includes wood chipping and the removal of wood rounds.

MOVED by Commissioner Kilpatrick and **SECONDED** by Commissioner Bell, that Mayne Island Parks and Recreation Commission approve the quote of \$1538.25 for the removal of six trees at the Japanese Memorial Garden by DR Daylight.

CARRIED

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- 6.4.4. Cotton Park
Report received for information.
- 6.4.5. Village Bay
A volunteer is available to cover during the current Trail Guardian's absence.
- 6.4.6. Trail Network Development/Henderson Park
Report received for information.
Commissioners were thanked for their RSVPs for the work party on October 14th.

7. Correspondence/Meetings

- 7.1. Email correspondence regarding McLeod Road shoreline access and construction on Lot 5.
 - Commissioner Bell reported that she and Justine Starke, CRD, visited the site and she has the site plan along with owner information.
 - Clarification from CRD regarding MIPRC's license of occupation will be sought.
 - Commissioner Bell will keep commissioners informed.
- 7.2. Email correspondence regarding amendments to tree removal plan for Village Bay to Miners Bay Regional Trail.
 - Discussed the extra 22 trees which need to be removed.
- 7.3. Invitation to CRD Community Wildfire Resiliency Plan updates via Zoom September 28, 2022.
- 7.4. Meeting with Michael Dunn, Mayne Island Conservancy Society regarding Emma and Felix Jack Park.
 - Commissioner Bell reported that she met with Michael Dunn and discussed with him the expired stewardship agreement and proposed native plants for the park.
- 7.5. Telephone conference with Pender Island Parks commissioner and trail development.
- 7.6. Telephone conference with Library Director, Southern Gulf Island Libraries regarding heat pump.
- 7.7. Email correspondence from Brian Dearden regarding Miners Bay Dock improvements.
 - Commissioner Bell reported on discussions with Brian Dearden.

MOVED by Commissioner Bell and **SECONDED** by Commissioner Kilpatrick,
that Mayne Island Parks and Recreation Commission support the proposed concept of the Miners
Bay Wharf Head improvements.

CARRIED

- 7.8. Email correspondence regarding improvements to Village Bay boat ramp.
 - It was reported that the proposal for repair to the ramp has been received from the Association of Mayne Island Boaters.

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- MIPRC’s authority to deal with ramp issues has to be determined prior to agreeing to repairs.

7.9. Email correspondence from CRD regarding phase 1 of development of external Sharepoint system for MIPRC.

8. New Business – See item 7. Correspondence/Meetings

8.1. Proposal regarding Village Bay boat ramp improvements.

8.2. Emma and Felix Jack Park and relationship with the Mayne Island Conservancy Society.

8.3. Proposal regarding Miners Bay Dock improvements.

9. 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

10. Rise and Report

11. Meeting Adjournment

MOVED by Commissioner Wright and **SECONDED** by Commissioner Banelis, that the meeting be adjourned.

CARRIED

The meeting adjourned at 5:53 pm

Original signed by,

Debra Bell, Chair

November 10, 2022

DATE

Original signed by,

Lauren Edwards, Recorder