



Minutes for a meeting of the Mayne Island Parks and Recreation Commission at the Library, 411 Naylor Road, Mayne Island on April 13, 2023 at 3:00 pm.

PRESENT: Debra Bell, (Chair) Michael Kilpatrick, (Vice-Chair)
Peter Askin Veronica Euper
Adrian Wright Kestutis Banelis
Lauren Edwards, (Recorder)

ABSENT: Jacquie Burrows, (Treasurer)
Jane Schneider
Paul Brent, Director, CRD, Southern Gulf Islands

The meeting was called to order at 3:00 pm

1. Territorial Acknowledgement

The Coast Salish people were acknowledged and thanked for their historic custodianship of these lands upon which MIPRC meet.

2. Approval of Agenda

MOVED by Commissioner Kilpatrick and **SECONDED** by Commissioner Askin,
that the agenda be approved as presented.

CARRIED

3. Adoption of Minutes of March 9, 2023

MOVED by Commissioner Bell and **SECONDED** by Commissioner Euper,
that the minutes of March 9, 2023 be approved as presented.

CARRIED

4. Chair's Remarks

Easter festivities were successful despite the weather. Commissioners and volunteers were thanked for their involvement.

5. Reports

5.1. Treasurer's Report

5.1.1. Treasurer's Report for the period March 1 - 31, 2023

MOVED by Commissioner Bell and **SECONDED** by Commissioner Kilpatrick,
that the Treasurer's report for the period March 1 - 31, 2023 be approved as presented.

CARRIED

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5.2. Administration

5.2.1. Follow up Action Report (not covered elsewhere)

- Commonality meeting – Commissioners confirmed date options were submitted.
- Miners Bay UV light was discussed with the water systems operator and the Dinner Bay light will be replaced.
- Removal of the Christmas tree lights is scheduled for May 7th. A quote for pruning to be obtained.
- The monthly playground report is pending.

5.2.2. Health and Safety concerns

- A First Aid training event will be scheduled for May at the Japanese Memorial Garden.
- A fall in Mt. Parke requiring medical evacuation will be reported to CRD.

5.2.3. Events

- A report was received with the agenda.
- The disc golf tournament is scheduled.
- Discussion occurred regarding the provision of food during park events and it was agreed that event organizers are responsible for contracting catering services.
- Event scheduling conflicts will be addressed within a couple of weeks.

5.3. Committees

5.3.1. Fitness Track

- A report was received with the agenda.
- Additional material will be put down on the track in the fall.
- It was reported that the New Horizons for Seniors grant was not successful.
- It was reported that the Community Work Fund Grant application will reflect a downsizing of the project.
- Commissioners Kilpatrick and Banelis and volunteer Jeff Hansen were complimented for their good work in building the trail.
- It was reported that the CRD Archaeologist was in attendance however the cultural monitor visit had been cancelled.

5.3.2. Sanitation

- A report was received with the agenda.
- It was reported that the Chamber of Commerce may provide funding towards the purchase of electronic locking hardware to support locking the public washrooms at Miners Bay Park nightly. .

5.3.3. Technology

- A report was received with the agenda.
- It was discussed and agreed that should the CRD not be able to accept E-transfers by June 1, MIPRC would solve the issue internally.
- Park Patrol and Danger Tree Assessments update:

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- Report data was circulated for information.
- It was agreed that the committee members would meet for further discussion on priorities and budgeting.
- Last year's danger tree assessment reports will be entered into the program.

5.3.4. Commercial/Non-commercial activities update

- It was reported that the committee discussed fitness activities in Miners Bay and Dinner Bay parks. The following recommendations were provided:
 - Programs may offer light fitness activities with on-island providers.
 - No fee would be charged by MIPRC.
 - Fitness providers are required to have insurance.
 - Programs would be scheduled in the Events Calendar and events such as weddings would take priority.
 - Fitness programs will be advertised as a partnership between MIPRC and the providers.
 - A summary will be included as a supplement to the Commissioners' Handbook.

MOVED by Commissioner Euper and **SECONDED** by Commissioner Kilpatrick, that Mayne Island Parks and Recreation Commission approve a pilot project to run until labour day weekend in September for paid light fitness classes in Dinner Bay Park and Miners Bay Park as set out in the Amendment to the Supplement of the Commissioners' Handbook.

CARRIED

5.3.5. Finance – Library lease renewal

The Finance Committee will review the library building lease renewal for desired changes.

5.3.6. Land Acquisition summary

A summary is anticipated and the committee members will provide a report in July.

5.4. Parks

5.4.1. Miners Bay

See 5.2.1

5.4.2. Dinner Bay

- It was reported that arborist work included removal of some trees across the road from the Adachi Pavilion with more work to be done in that area as well as the Japanese Memorial Garden.
- A new cover will be installed over the tank near the Adachi Pavilion.
- The horseshoe pit will be replaced after the disc golf tournament.
- Communication has been initiated regarding backstop repair.
- The planting of three trees near Shook's Creek was discussed and the topic will be revisited in the fall.

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MOVED by Commissioner Banelis and **SECONDED** by Commissioner Bell, that Mayne Island Parks and Recreation Commission approve engaging a contractor to repair the backstop at Dinner Bay ballpark for an expenditure up to \$5,000.00.

CARRIED

5.4.3. Anson Road

Discussion occurred regarding the removal of trees identified by the arborist for falling. It was decided that two quotes would be sought for bucking and removal.

5.4.4. Japanese Memorial Garden

- A report was received with the agenda.
- It was reported that work on the zigzag bridge is scheduled to start by April 26th.

MOVED by Commissioner Kilpatrick and **SECONDED** by Commissioner Askin, that Mayne Island Parks and Recreation Commission approve an initial expenditure of up to \$1,500.00 for the materials to replace the zigzag bridge at the Japanese Memorial Garden.

CARRIED

- An initial budget for new Christmas lights for the Japanese Memorial Garden was presented and is subject to further discussion.

5.4.5. Village Bay

It was reported that the contractor advised that the boat ramp repair work can be completed in September. Commissioners agreed to allow the September date subject to the current quote being confirmed.

5.4.6. Trail Network Development/Henderson

- A report was received with the agenda and a correction made to the third paragraph of the report which should read 50 kg not km.
- A collapsed fence at the beach access on Kadonaga Trail is scheduled for restoration.
- The lower staircase on Kippen Road will be lowered on Saturday at 11:00 a.m.
- A couple of loads of wood chips for the Ed Williams trail is pending.
- Discussion occurred regarding developing a new trail in the Conconi Reef area. An email will be sent to CRD about revisiting an agreement with the local improvement district.

6. Correspondence/Meetings

- 6.1. MIPRC inquiry regarding status of New Horizons for Seniors Program grant.
- 6.2. Follow-up with CRD, Finance concerning overhead charges to a cost centre funded by donations.
- 6.3. Email from park guardian re: Emma and Felix Jack Park maintenance in April/May.
- 6.4. Numerous emails re: planning Easter festivities at Dinner Bay Park.
- 6.5. Emails and meeting with CRD Archaeologist on March 21, 2023 re: Dinner Bay Park work.
- 6.6. Letter from Mt. Parke Estates Improvement District regarding work in Conconi Reef Park.

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- 6.7. Email regarding tree issues at Anson Road and neighbouring property.
- 6.8. Invitation to Community Connections Breakfast on April 5, 2023.
 - Kat Ferneyhough, CRD Liaison, will attend future meetings on behalf of the CRD and report on matters of interest to MIPRC.
- 6.9. Inquiry from the Province for additional information on groundwater wells in Community Parks.
- 6.10. CRD arranging trip to service John Deere Tractor in May 2023.
- 6.11. Email from Early Childhood Education Society re: recreational funding.
 - Swimming classes may have to be cancelled in which case the Active Kids drop-in program will be expanded. Updates will be provided.

7. New Business

No new business.

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

MOVED by Commissioner Bell and **SECONDED** by Commissioner Euper, that the meeting of the Mayne Island Parks and Recreation Commission be closed in accordance with Community Charter Part 4, Division 3, Section 90(1)(a) and that recorder and staff attend the meeting.

CARRIED

9. Rise and Report

MOVED by Commissioner Bell and **SECONDED** by Commissioner Euper, that Mayne Island Parks and Recreation Commission approve the janitorial contract with Jennifer Holt-Steinbach.

CARRIED

10. Meeting Adjournment

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

CARRIED

The meeting adjourned at 5:06 p.m.

Original signed by

May 11, 2023

Debra Bell, Chair

DATE

Original signed by

Lauren Edwards, Recorder