



Minutes for a meeting of the Mayne Island Parks and Recreation Commission at the Library, 411 Naylor Road, Mayne Island on May 11, 2023 at 3 pm.

Present: Debra Bell, (Chair) Michael Kilpatrick, (Vice-Chair)
Jacquie Burrows, (Treasurer) Peter Askin
Adrian Wright Kestutis Banelis
Jane Schneider Lauren Edwards, (Recorder)

Absent: Veronica Euper
Paul Brent, Director, CRD, Southern Gulf Islands

The meeting was called to order at 3:00 pm

1. Territorial Acknowledgement

It was acknowledged that the meeting was held on the traditional lands of the Coast Salish People, and they were thanked for the use of the land.

2. Approval of Agenda

Add: 7.2 Emma and Felix Jack Park plant installation.

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

CARRIED

3. Adoption of Minutes of April 13, 2023

MOVED by Commissioner Askin and **SECONDED** by Commissioner Burrows,
that the minutes of April 13, 2023 be approved as presented.

CARRIED

4. Chair's Remarks

Chair Bell thanked the Japanese Garden volunteers for the great job they do and with special attention to Commissioner Kilpatrick and crew for the stunning work on the zigzag bridge. She suggested commissioners participate in a guided tour of the garden.

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5. Reports

5.1. Treasurer's Report

5.1.1. Treasurer's Report for the period April 1 - 30, 2023

A report was received with the agenda.

MOVED by Commissioner Burrows and **SECONDED** by Commissioner Bell, that the Treasurer's report for the period April 1 – 30, 2023 be approved as presented.
CARRIED

5.2. Administration

5.2.1. Follow up Action Report (not covered elsewhere)

- The Fallow Deer Committee will be participating in a general information community meeting at the Agricultural Hall on May 21st. Adam Olsen, MLA, will attend. The purpose of the meeting is to gather input.
- Commissioner Bell will investigate for any further issues concerning groundwater wells.
- When the Tree Assessment Report summary is updated and reviewed , the Finance Committee will review for budgeting.
- The monthly playground assessments are pending and Commissioner Bell will follow up with Don Klassen to complete an annual assessment.
- The cover over the waterlines near the Adachi Pavilion was completed.

5.2.2. Health and Safety concerns

The Japanese Garden and the Conservancy volunteers, as well as interested commissioners, have an opportunity participate in a first aid training session on May 30th at 10:15 a.m.

5.2.3. Events

A report was received with the agenda.

- The volunteer barbecue was scheduled for Wednesday, August 9th pending availability.
- BC Trails Day is scheduled for June 3rd.

5.3. Committees

5.3.1. Fitness Track

A report was received with the agenda.

- Discussion occurred regarding construction for either pad one or pad three.
- The Commission will make a decision and a presentation will be made at the next meeting.
- A presentation will also be made at the Lions meeting regarding the equipment contribution.

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5.3.2. Sanitation

- The Blackwater contract is to be signed.
- Commissioners responsible for a park will monitor the septic and vault toilets for pump-outs when required.

5.3.3. Technology

A report was received with the agenda.

5.3.4. Commercial/Non-commercial activities update

- Tim Begley is providing a mind/body fitness program at Dinner Bay.
- Carol Meldrum will provide a yoga class at Miners Bay. It may be moved to Dinner Bay if Miners Bay is unsuitable.
- An inquiry was received regarding meditation classes.
- Roller skating will not be a scheduled event.

5.3.5. Finance – Library lease renewal update and Motion

MOVED by Commissioner Bell and **SECONDED** by Commissioner Burrows that Mayne Island Parks and Recreation Commission approve the draft lease agreement dated June 1, 2023 between the Capital Regional District and the Mayne Reading Centre Society;

AND

that Mayne Island Parks and Recreation Commission request the Capital Regional District to provide Mayne Island Parks and Recreation Commission with any other proposed changes prior to execution.

CARRIED

- Discussion occurred regarding cost recovery for MIPRC's services and the maintenance costs for the building.
- Yearly capital project allocation for all infrastructure can be discussed during the budget preparation period.

5.4. Parks

5.4.1. Miners Bay

- The Christmas tree lights may be addressed in July and the pruning quote will be obtained at that time.
- A bench will be built on the sidewalk to resolve the trip hazard.

5.4.2. Dinner Bay

MOVED by Commissioner Banelis and **SECONDED** by Commissioner Wright, that Mayne Island Parks and Recreation Commission approve a pest control company to reapply treatment for beetle infestation at the Adachi Pavilion for up to \$500.

CARRIED

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- A data sheet will be requested.

MOVED by Commissioner Banelis and **SECONDED** by Commissioner Kilpatrick, that Mayne Island Parks and Recreation Commission amend the Motion made on April 13, 2013 regarding the repair of the backstop at Dinner Bay ballpark and approve an increase in the cost of repair from \$5,000.00 to \$7,201.01 which includes a contingency of \$1,929.38.

CARRIED

- A quote will be obtained for branch removal at Dinner Bay. Other parks require same.
- Another load of woodchips is required for the trails and gardens.
- The Disc Golf tournament was well attended.
- The unsanctioned installation of a Tee sign on the disc golf course was discussed and recommendations were made for modifications to reduce the height and to add the park logo. This information and the requirement and reasons to receive prior approval for park structure installations will be communicated.
- The tractor servicing is completed and the invoice is pending.

5.4.3. Japanese Memorial Garden

A report was received with the agenda.

5.4.4. Cotton Park

A report was received with the agenda.

MOVED by Commissioner Askin and **SECONDED** by Commissioner Bell, that Mayne Island Parks and Recreation Commission approve removal of the wooden staircase at Fred and Bette Cotton Community Park for safety reasons and leave the concrete pads in place, extend the existing split rail fence in front of the staircase and remove the three split rails in front of the granite bench to provide access to the foreshore.

CARRIED

Commissioner Bell will enquire with CRD regarding disposal of the wooden staircase.

5.4.5. Anson Road

- The arborist is scheduled to work on some trees.
- The invoice with PO number will be sent to Stephen Henderson.
- CRD will pay for and install the Anson Road Community Park sign.

5.4.6. Village Bay

- The trail guardian replacement, Shauna, was thanked for taking over the work on the trail all winter.
- Commissioner Schneider will mow the grass this weekend.
- The boat ramp repair contract is out for signing.

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5.4.7. Trail Network Development/Henderson

A report was received with the agenda.

- The dangerous tree at Sandy Hook Park was removed.
- The opportunity to build a trail on the panhandle when the Mount Park Improvement District is replacing the water pipes was raised. Commissioner Askin will discuss this topic with the Improvement District and develop a motion. He will respond to Stephen Henderson regarding the request for a sketch.
- Trustee Jeanine Dodds requested that a sign commemorating Punches Alley be installed as a historical marker with a brief description of its significance. The sign will be green, 12 x 16 inches and include the MIPRC logo. Commissioner Askin will follow up with Trustee Dodds and provide a motion for the next meeting.

6. Correspondence/Meetings

- 6.1. Commission input provided to CRD regarding Commonality Meeting in June 2023.
- 6.2. Email from CRD supporting purchase and installation of new sign at Anson Road.
- 6.3. Inquiry from the Province for additional information on groundwater wells in Community Parks.
- 6.4. Updated information for Insured Property Replacement Values to CRD, Risk and Insurance department.
- 6.5. Various emails and correspondence regarding Mind and Body Pilot Fitness Program.
- 6.6. Email from the Mayne Island Conservancy Society requesting participation in BC Trails Day.
- 6.7. Emails to/from CRD, Risk and Insurance regarding two recent incidents.
- 6.8. Estimates received regarding repair of backstop at Dinner Bay Park.
- 6.9. Emails to/from CRD Archaeologist regarding maypole and stakes at Miners Bay Park.

7. New Business

- 7.1. Using a society for fundraising.
 - A concept for ease of fundraising for the Japanese Memorial Garden and other projects was discussed.
 - Three commissioners would be on the society's board.
 - With the creation of a society, applications for grant funding is possible to cover maintenance.
 - This topic will be raised at the Commonality Meeting.
- 7.2. Emma and Felix Jack Park plant installation.

MOVED by Commissioner Bell and **SECONDED** by Commissioner Schneider, that Mayne Island Parks and Recreation Commission approve the installation of a wooden planter and plants featuring indigenous pollinators and invasive plants by Johnny Aitken at Emma and Felix Jack Park with the planter to be removed in September 2023.

CARRIED

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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

None

10. Meeting Adjournment

MOVED by Commissioner Kilpatrick and **SECONDED** by Commissioner Burrows,
that the Mayne Island Parks and Recreation Commission meeting be adjourned.

CARRIED

The meeting adjourned at 4:40 pm

Original signed by

June 8, 2023

Debra Bell, Chair

DATE

Original signed by

Lauren Edwards, Recorder