



## Minutes for a meeting of the Mayne Island Parks and Recreation Commission at the Library, 411 Naylor Road, Mayne Island on June 8, 2023 at 3:00 pm.

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**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 3:09 pm

### 1. Territorial Acknowledgement

It was acknowledged that the meeting was being held on the ancestral territory of the Coast Salish people and for that we were grateful.

### 2. Approval of Agenda

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

**CARRIED**

### 3. Adoption of Minutes of May 11, 2023

**MOVED** by Commissioner Wright and **SECONDED** by Commissioner Kilpatrick,  
that the minutes of May 11, 2023 be approved as presented.

**CARRIED**

### 4. Chair's Remarks

It was announced that Ross Cameron, CRD, is retiring. Chair Bell expressed appreciation for all of his help and support of our commission over the years and wished him the best.

### 5. Reports

#### 5.1. Treasurer's Report for the period May 1 - 31, 2023

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

**CARRIED**

Discussion occurred regarding the tractor service expense which will require future budgeting.

**ADOPTED**

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5.2. Administration

- 5.2.1. Follow up Action Report (not covered elsewhere)
- a) Commissioner Bell met remotely with CRD's IT Department regarding provision of SharePoint system. She reported they are keen to launch this as a pilot project on Mayne Island. An inquiry will be made as to whether MIPRC will be charged CRD labour charges.
  - b) Several commissioners will attend the June 20<sup>th</sup> Commonality Meeting.
  - c) Approximately 125 people attended the May 21<sup>st</sup> Fallow Deer Community meeting where Adam Olsen, MLA gave a short presentation and Commissioner Kilpatrick presented on the history and background of the issue. The Committee is planning an early September meeting and through the summer a plan will be developed with CRD.
  - d) First Aid training for outside volunteer work was rescheduled to June 13<sup>th</sup> at the Japanese Memorial Garden.
  - e) The request for BC Trails Day involvement was cancelled.
  - f) Quote for locking system on washrooms remains outstanding.
  - g) Updated Park Patrol summary remains outstanding.
  - h) Commissioner Euper attended the CRD Webinar on Fire in the Southern Gulf Islands. A recording of the webinar can be found on the CRD Protective Services page. FireSmart will be on the Commonality meeting agenda.
  - i) Monthly playground assessments were received.
  - j) It was reported that MIPRC's request was relayed regarding the disc golf tee sign at hole 1.
  - k) Danger tree work at Anson Road was completed and sign installation was completed by the SGI Harbours Commission.

- 5.2.2. Health and Safety concerns  
No issues

Commissioner Banelis arrived at 3:42 pm

- 5.2.3. Events  
A report was received with the agenda.
- The planning details for MIPRC's involvement in the Canada Day celebration were discussed and the Lions Club will be contacted.
  - The MIPRC Volunteer BBQ was discussed. Catering and dessert options will be available for the next meeting. Paperless invitations will be sent to volunteers.

- 5.2.4. Monitoring local information affecting MIPRC  
Commissioner Burrows will be asked to review Islands Trust minutes or attend their meetings to monitor for any MIPRC issues.

5.3. Committees

- 5.3.1. Fitness Track  
A report was received with the agenda.

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- A cost comparison report for pads one and three was distributed for information. Installation will be completed by volunteers.
- Support for grant funding and equipment contributions is not yet resolved.

**MOVED** by Commissioner Kilpatrick and **SECONDED** by Commissioner Banelis that the Mayne Island Parks and Recreation Commission proceed with construction of pad one on the fitness track.

**CARRIED**

5.3.2. Technology

A report was received with the agenda.

CRD anticipates e-transfer capability will be available in early July.

5.3.3. Recreational Funding update

- Application forms are ready.
- Emails will be sent to last year's applicants.
- There were a couple of responses to the *MayneLiner* ad.
- Posters will be put up.

5.4. Parks

5.4.1. Miners Bay

- Christmas tree lights will be addressed within the next three weeks. Once complete, a pruning quote can be obtained.
- Commissioner Wright will communicate that each year the maypole should be placed in the same hole already created for that purpose in order to protect the septic field.

5.4.2. Dinner Bay

- The baseball diamond repair was completed.
- Cooking oil was applied on the roadway to keep the dust down near the playground.
- Commissioners were reminded to take pictures to show the work they do.
- Discussion occurred regarding servicing of the mowers and costs to have servicing off island will be investigated.
- The beetle treatment on the Adachi Pavilion will take place on June 13th.
- A quote was not obtained for branch removal and discussion occurred regarding options available.
- Commissioner Kilpatrick will enquire about obtaining wood chips for trails and gardens.
- The No Mow May initiative was discussed as there had been negative and positive responses to the longer grass in some areas. It was agreed that mowing will be done in the longer grass areas.
- Commissioner Wright will contact a couple of volunteers who may be willing to help mow the grass.
- It was reported that the bathrooms have been cleaned exceptionally well.
- The process to find the owner of a jacket in the lost and found box was discussed.

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5.4.3. Japanese Memorial Garden

A report was received with the agenda.

- The irrigation system is broken.
- New electrical connections, lights and funding will be on next month's agenda.

5.4.4. Cotton Park

A report was received with the agenda.

**MOVED** by Commissioner Askin and **SECONDED** by Commissioner Wright, that Mayne Island Parks and Recreation Commission approve the installation of the available staircase at the parking lot at Fred and Bette Cotton Community Park on a trial basis and at a cost not to exceed \$300

**CARRIED**

In the coming weeks, the CRD archeological consultant and the First Nations cultural monitor will visit the park to view the erosion.

5.4.5. Village Bay

Commissioner Wright has mowed the grass and will remove the foliage over the signs.

5.4.6. Trail Network Development/Henderson

A report was received with the agenda.

**MOVED** by Commissioner Askin and **SECONDED** by Commissioner Banelis, that the Mayne Island Parks and Recreation Commission approve a sign be installed at the beginning of Punch's Alley.

The sign would have a dual purpose:

- 1) to honor a Mayne Island pioneer family (Punch Robson being the last surviving member); and
- 2) the sign would also mark an important gateway to Henderson Park, named after another important pioneer, Captain Henderson.

The cost for this sign will be \$54 plus \$30 for the sign design (plus taxes).

**AND,**

that the Capital Regional District logo be included.

**CARRIED**

The sign will be 16"x24" laminate aluminum mounted on plywood.

**6. Correspondence/Meetings**

- 6.1. Advise CRD no further information on groundwater wells in Community Parks located.
- 6.2. Emails to/from CRD regarding erosion at Cotton Park.
- 6.3. Teams meeting with CRD regarding documents to be included in new Sharepoint system.
- 6.4. Presentation June 5, 2023 to Mayne Island Lions Club regarding support for fitness facility at Dinner Bay Park.
- 6.5. Email to/from CRD regarding playground inspection at Dinner Bay.

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Discussed contact provided by CRD for this inspection as well as need to follow up on gps work to be done elsewhere.

- 6.6. Emails to/from the Mayne Island Conservancy Society regarding a trail camera located in Henderson Park.
  - The trail camera was removed and is kept in storage at the Conservancy office should someone step forward to claim it.
  - Other trail cameras have been found on the island and reported to the authorities.
- 6.7. Emails to/from the Mayne Island Reading Centre Society regarding water; sidewalk and door.
  - Annual chemical testing will be done at the library and Dinner Bay.
- 6.8. Emails to/from CRD regarding roll-out of e-transfer system for donations and receipts.

**7. New Business**

- 7.1. Dave Bentham awards; presentation and Motion

There were two recipients of the award.

**MOVED** by Commissioner Bell and **SECONDED** by Commissioner Kilpatrick, that the Mayne Island Parks and Recreation Commission approve the granting of the Dave Bentham honorarium to this year's recipients at Mayne Island School on June 29, 2023.  
**CARRIED**

This item to be placed on the agenda for discussion at a future meeting.

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**

**9. Rise and Report**

**10. Meeting Adjournment**

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

The meeting adjourned at 5:03

Original signed by

July 13, 2023

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**Debra Bell, Chair**

\_\_\_\_\_  
**DATE**

Original signed by

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**Lauren Edwards, Recorder**