



## **Minutes for a meeting of the Mayne Island Parks and Recreation Commission at the Miners Bay Park Bandstand on August 12, 2021 at 3 pm.**

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**Present:** Debra Bell (Chair)      Peter Askin (Vice Chair)      Veronica Euper  
Adrian Wright      Lauren Edwards (Recorder)

**Absent:** Lance Shook  
David Howe, Director, CRD, Southern Gulf Islands

The meeting was called to order at 3:02 pm

### **1. Territorial Acknowledgement**

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

### **2. Approval of Agenda**

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

**CARRIED**

### **3. Adoption of Minutes**

#### **3.1. Approval of July 8, 2021 Information Only Meeting Report**

**MOVED** by Commissioner Bell and **SECONDED** by Commissioner Euper,  
that the Mayne Island Parks and Recreation Commission information gathered on July 8, 2021,  
and presented as a written report attached, be approved as presented.

**CARRIED**

#### **3.2 Adoption of Minutes of June 10, 2021**

**MOVED** by Commissioner Bell and **SECONDED** by Commissioner Askin,  
that the Mayne Island Parks and Recreation Commission Minutes of June 10, 2021 be approved  
as presented.

**CARRIED**

### **4. Chair's Remarks**

Special thanks was expressed for Jacquie Burrows' creation and donation of the horsehead sculpture for the horseshoe pitch as well as a seal sculpture she is creating for the disc golf course. Thanks was also offered to Commissioners Askin and Euper for their work on the recreational funding submissions.

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**5. Reports**

**5.1. Treasurer's Report**

**5.1.1. Treasurer's Report for the period June 1 - 30, 2021**

**MOVED** by Commissioner Bell and **SECONDED** by Commissioner Wright,  
that the Treasurer's report for the period June 1 - 30, 2021 be approved as presented.  
**CARRIED**

**5.1.2. Treasurer's Report for the period July 1 – 31, 2021**

**MOVED** by Commissioner Bell and **SECONDED** by Commissioner Euper,  
That the Treasurer's report for the period July 1 - 31, 2021 be approved as presented.  
**CARRIED**

**5.2. Administration**

**5.2.1. Follow up Action Report including;**

- a) Amendment of Bylaws
  - Remove amendment to bylaws at this time.
- b) Schedule Commissioner Retreat  
Commissioner Bell will discuss with Commissioner Shook availability.
- c) Land Altering Projects – update
  - A three-hour tour of the island was made with Kat Ferneyhough, CRD Liaison.
  - There may be submissions in the fall from all Southern Gulf Islands for archaeological approval of routine maintenance. This affects CRD projects including leased land.
- d) Assess/schedule Volunteer BBQ 2021 and responsibilities
  - With possible increase of Covid risk, invitations will be limited to current and fully vaccinated volunteers.
  - Proposed dates would be on Tuesday or Thursday during the second or third week of September.
  - Commissioner Bell will coordinate with the Lions Club.
- e) Budget input for 2022 – 2026
  - There remain items on last year's capital budget and new item suggestions were requested.
  - Discussed Kippen Road staircase which will be followed up by Commissioner Askin.

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- f) Sustainable Service Delivery Planning Committee.
  - CRD Finance will enquire on status, but issue seems separate from budgeting process.
  - The Committee will stand down.
- g) Williams Road and reparation
  - Remove item regarding contacting Ministry of Transportation.

5.2.2. Insured asset replacement values

- Item completed with input from Commissioners.

5.2.3. SGI Active Transportation Network

Commissioner Euper attended the second meeting and reported that:

- Some trail mapping was completed;
- Watt Consulting met with CRD and will schedule a community engagement meeting in the fall;
- Coordination and governance were discussed. Proposed service delivery is by way of an Integrated Transportation Commission for three different travel modalities (trails, transit and water) with CRD providing support to the Commission and ensuring regulatory compliance;
- Maps for review were to be received and finalized by Labour Day weekend;
- This project would require a referendum; and
- The purpose of the project is to make inter-island travel accessible.

5.3. Committees

5.3.1. Sanitation

- a) Library water system update
  - The UV light may need replacement.
  - Pressure assisted toilets are not possible without major disruption to floors to relocate outflow pipe.
  - Discussed methods to track incidents to better understand the problem although no emergency call outs to Commissioner Shook have been received.
- b) Garbage/recycling station at Dinner Bay
  - A metal system is being considered for the station due to several issues including rodents.
  - This will be a capital project with cost up to \$2,000.

5.3.2. Land Acquisition

- While some progress has been made with regards to the Bennett Bay property, it is necessary to first create the priority list.

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5.4. Parks

5.4.1. Miners Bay

- Commissioner Wright will investigate the cost of shatter proof glass to replace windows at the library which have been chipped several times in the past.
- It was reported that malicious damage had been done to the first Earth Day planted apple tree and, while a product was used to fill in the gouge that was made, it is doubtful the tree will recover.
- Garden maintenance was discussed and Commissioner Wright will co-ordinate with volunteers and purchase a garden hose.
- It was reported that the bandstand repair may begin on Monday, August 16<sup>th</sup>.

5.4.2. Dinner Bay

- a) Volleyball/walking circuit update
  - The fitness circuit is under discussion with the Lions Club.
  - The volleyball equipment has arrived.
  - The First Nations review should have taken place although not yet confirmed
- b) Lions building license
  - A draft version of the license was received.
- c) Horseshoe pitch horse head sculpture
  - The sculpture was installed.
- d) Adachi Pavilion contents
  - Commissioner Bell will ensure basic kitchen utensils are purchased and broken pieces are discarded before the next scheduled event.
- e) Dog Sign transfer
  - Completed

5.4.3. Japanese Garden

- Due to budget limit, a request was made for wood to replace the zigzag bridge at Japanese Garden.
- Advertising and donations have increased.

5.4.4. Cotton Park

- No further information received on the First Nations recognition.
- Commissioner Bell will distribute and request comments before the next meeting on the draft Policy for Events which will be finalized in September.
- The property has officially been rezoned to Park.

5.4.5. Emma and Felix Jack Park

- The sign will be shifted off of the road allowance if no contact has been received from MoTi in the next two weeks.

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- Discussed library water use for new trees and Commissioner Bell will email Bill Warning regarding water tests at Miners Bay.

**5.4.6. Trail Network Development and Pocket Parks**

- a) Kadonaga Bay Trail and trespass on adjacent property
  - It was reported that the temporary signs have been picked up.
  - Commissioner Askin will email an order for the aluminum signs.
  - All materials are on hand including 30 feet of fencing.
  - The conservancy will create a map.
- b) Kippen Road flagpole
  - The new flagpole is up and a picture was posted on Facebook.
  - Commissioner Bell will enquire with CRD regarding keeping the flag at half-mast.

**6. Correspondence**

- 6.1. Email correspondence with CRD regarding archaeology policy.
- 6.2. Email correspondence and video conference with CRD regarding 2022-2026 budget process.
- 6.3. Telephone call from resident concerned with trespassing on property adjacent to Kadonaga Bay Trail.
- 6.4. Email correspondence from library board regarding Occupational Health and Safety Policy.
  - Commissioner Bell discuss this issue with Commissioner Shook and CRD.
- 6.5. Email correspondence from/to Frankie Gowing regarding use of the Adachi Pavilion in August 2021.
- 6.6. Email correspondence from/to Lions regarding use of Dinner Bay Park and Adachi Pavilion September 5 and 6, 2021.
- 6.7. Email correspondence regarding request to use the Adachi Pavilion on September 25 and 26 for wedding breakfast.
- 6.8. Email correspondence regarding request to use Dinner Bay Park and Adachi Pavilion on October 2, 2021 by the Mayne Island Disc Golf Club.
- 6.9. Email correspondence from Shelley Marshall, Senior Wildlife Biologist, FLNROD regarding hunting regulation options for Mayne Island.
- 6.10. Email correspondence from Mayne Island Conservancy Society regarding AGM at Miners Bay Park and Starry Night at Dinner Bay Park in August 2021.
- 6.11. Email correspondence from Terry Fox Organizing Committee for Movie Night August 1 and Terry Fox Run September 19, 2021 at Miners Bay Park.
- 6.12. Telephone call from local trustee of Islands Trust regarding article in the *Driftwood* regarding pickleball.
  - This item will be investigated.
- 6.13. Email correspondence regarding request to use the Adachi Pavilion for a wedding in August 2022.
- 6.14. Telephone call from resident concerning trees at Sandy Hook pocket park.
  - Commissioner Shook and arborist, Matt Bola, investigated and agreed one or two trees should come down.
  - An estimate was submitted and work will complete in September.

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- 6.15. Email correspondence regarding rescheduling of Celebration of Life at Dinner Bay Park to August 6, 2022.

**7. New Business**

- 7.1. Requests to use Adachi Pavilion for above noted events.
- Applications were filled and insurance obtained for the above events with no issues noted.
- 7.2. Request by F. Gowing to use Adachi Pavilion for exercise class in August 2021.
- Approved.
- 7.3. MIPRC position on Mayne Island Hunting Regulation Options.

**MOVED** by Commissioner Askin and **SECONDED** by Commissioner Wright, that Mayne Island Parks and Recreation Commission support option 4.1 maintaining existing General Open Season for fallow deer as set out in the email from Shelley Marshall of August 5, 2021.

**Carried**

Shelley Marshall, who is a Senior Wildlife Biologist with the BC Ministry of FLNROD, will be visiting Mayne Island and Commissioner Wright will try to meet with her.

**8. Motion to Close the Meeting**

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

**CARRIED**

**9. Rise and Report (If any)**

The following list of recreational services received 2021 funding allocations from Mayne Island Parks and Recreation Commission:

Ladies Fitness Group (Frankie Gowing)  
Dave Ewanchuk (fitness)  
Mayne Islands Lions Club (Christmas ship)  
2nd Mayne Island Scout Group  
Mayne Island Softball  
Mayne Island Conservancy  
Mayne Island Firefighters' Association  
(fireworks)  
Mayne Island Early Childhood Society  
Mayne Island Garden Club  
Mayne Island School PAC

Mayne Island Tennis Association  
Diane Watson (NIA)  
Pender Island Otters Swim Club  
Southern Gulf Islands Arts Council  
Terry Fox Mayne Island Volunteers  
Donna Williams (Yoga)  
Mayne Island Pickleball Club  
Mayne Island Youth  
Mayne Island Disc Golf Club  
Mayne Island Quilter's Guild  
Gulf Island Centre for Ecological Learning

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**10. Meeting Adjournment**

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

**Meeting adjourned at 4:58 pm**

Original signed by

September 9, 2021

\_\_\_\_\_  
**Debra Bell, Chair**

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

Original signed by

\_\_\_\_\_  
**Lauren Edwards, Recorder**

**MAYNE ISLAND PARKS AND RECREATION COMMISSION**  
**Treasurer's Report June 1 - 30, 2021 FINAL**

<b>(A) Operating Funds</b>	<b>Dinner Bay</b>	<b>Miners Bay</b>	<b>Cotton</b>	<b>Village</b>	<b>Henderson</b>	<b>Trails Other Parks</b>	<b>Janitorial Plumbing</b>	<b>CRD charges</b>	<b>Other</b>	
<b>Opening Budget 2021</b>	11000	6000	5000	3000	3000	6000	24000	10000	15214	83214
Remaining Budget June 1	3172	4261	4080	2884	2008	3956	16008	5960	12243	54572
Provincial Covid Cost recovery									175	175
<b>Expenses</b>										
Janitorial June 1 - 15, mileage							803			
Janitorial WCB							14			
Janitorial June 16 - 30 ,mileage							787			
Janitorial WCB							16			
Home Hardware	82		34							
Warning Maintenance	25	100								
Janitorial supplies/freight							460			
Recording secretary May									127	
Recording secretary WCB									3	
Arborist				144						
CRD O/H; interest; labour DB								475		
Garden maintenance			140							
WCB - JD			5							
Hydro	61		14							
Tide Table ad									45	
Gas and diesel	55									
<b>Total Expenses</b>	223	100	193	144	0	0	2080	475	175	3390
<b>Remaining Budget</b>	2949	4161	3887	2740	2008	3956	13928	5485	12243	51357



**MAYNE ISLAND PARKS AND RECREATION COMMISSION**  
**TREASURER'S REPORT June 1 - 30, 2021 cont'd**

**(B) Donated Funds**

**Japanese Garden**

Opening Balance June 1	12864
Less: Hydro	144
CRD overhead allocation \$75 - interest income \$9	66
Home Hardware - freight /drain pipe	110
Gas/plants/irrigation/matting - reimburse MK	314
Mulch, plants, delivery - reimburse IM	565
Meeting expenses	85
Closing Balance June 30	11580

**Putting Green/Disc Golf/Adachi**

Opening and Closing Balance June 1/30, 2021	357
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**(C) Recreation Funds**

Opening Balance June 1, 2021	41718
CRD overhead allocation \$136 - interest income \$5	131
Dave Bentham Award and certificates	313
Recreational funding ad	98
Closing Balance June 30, 2021	41176

**(D) Capital Funds (Unallocated)**

Opening balance June 1, 2021	94052
Interest income/ Closing Balance June 30, 2021	74
	94126

**(D) Capital Funds (Allocated) - Projects**

CX.109.2008.66 Cotton Park Monument	4061
CX.109.2009.66 Library Water System Upgrade	12400
Plumbing upgrade/supplies	9222
	3178
CX.109.2010.66 Kim Road Trail	6122
CX.109.2011.66 Dinner Bay Playground	11687
Playground equipment	2177
	9510
CX.109.2011.88 Dinner Bay Playground/fields upgrade (CWF)	504
CX.109.2012.81 Dinner Bay Septic	5339
Total Allocated Capital	28714

**MAYNE ISLAND PARKS AND RECREATION COMMISSION**  
**Treasurer's Report July 1 - 31, 2021 FINAL**

<b>(A) Operating Funds</b>	<b>Dinner Bay</b>	<b>Miners Bay</b>	<b>Cotton</b>	<b>Village</b>	<b>Henderson</b>	<b>Trails Other Parks</b>	<b>Janitorial Plumbing</b>	<b>CRD charges</b>	<b>Other</b>	
<b>Opening Budget 2021</b>	11000	6000	5000	3000	3000	6000	24000	10000	15214	83214
Remaining Budget July 1	2949	4161	3887	2740	2008	3956	13928	5485	12243	51357
<b>Expenses</b>										
Janitorial July 1 - 15, mileage							791			
Janitorial WCB							14			
Janitorial July 16 - 31 ,mileage							850			
Janitorial WCB -est							16			
Janitorial supplies (2)							103			
Hardware; lock;halyard;epoxy	233					37				
Warning Maintenance	100	160								
Sports/flag/clips/flagpole	226					182				
Recording secretary June									132	
Recording secretary WCB									3	
CRD O/H; labour Conconi						276		292		
Printing; No Dogs; FN	27								45	
Garbage	93									
Irrigation/gardening/supplies			696							
Gas and diesel	47									
<b>Total Expenses</b>	726	160	696	0	0	495	1774	292	180	4323
<b>Remaining Budget</b>	2223	4001	3191	2740	2008	3461	12154	5193	12063	47034

**MAYNE ISLAND PARKS AND RECREATION COMMISSION**  
**TREASURER'S REPORT July 1 - 31, 2021 cont'd**

**(B) Donated Funds**

**Japanese Garden**

Opening Balance July 1	11580	
Plus: Donations (\$1000 + \$1246)	2246	
Less: CRD overhead allocation	75	
Memorial plaque	54	
Supplies and plants - MK	201	
HH - irrigation	24	
Closing Balance July 31	13472	

**Putting Green/Disc Golf/Adachi**

Opening and Closing Balance July 1 - 31, 2021	357	
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**(C) Recreation Funds**

Opening Balance July 1, 2021	41718	
CRD overhead allocation	136	
Recreational funding ad	69	
Closing Balance July 31, 2021	41513	

**(D) Capital Funds (Unallocated)**

Opening balance /Closing Balance July 1/31, 2021	94126	
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**(D) Capital Funds (Allocated) - Projects**

CX.109.2008.66 Cotton Park Monument	4061	
CX.109.2009.66 Library Water System Upgrade	3178	
CX.109.2010.66 Kim Road Trail	6122	
CX.109.2011.66 Dinner Bay Playground	9510	
Paint for backstop	351	9159
CX.109.2011.88 Dinner Bay Playground/fields upgrade (CWF)	504	
Hardware (2)	39	465
CX.109.2012.81 Dinner Bay Septic	5339	
Total Allocated Capital	28324	