



## **Agenda for a meeting of the Mayne Island Parks and Recreation Commission at the Library, Naylor Road on June 9, 2022 at 3 pm.**

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### **Call to Order**

- 1. Territorial Acknowledgement - Veronica**
- 2. Approval of Agenda**
- 3. Adoption of Minutes of May 12, 2022**
- 4. Chair's Remarks**
- 5. Presentation:** Lauren Edwards: Minute Taking Orientation (2-3 minutes)
- 6. Reports**
  - 6.1. Treasurer's Report
    - 6.1.1. Treasurer's Report for the period May 1 -31, 2022
  - 6.2. Administration
    - 6.2.1. Follow up Action Report (not covered elsewhere)
    - 6.2.2. Occupational Health and Safety – Kestutis/Veronica
    - 6.2.3. Review and Approve Supplement to the Commissioner's Handbook
    - 6.2.4. Danger Tree safety policy statement and guideline re: felled trees (Veronica); assessment program/guidelines – Peter/Kestutis/Adrian
    - 6.2.5. Events – Michael
    - 6.2.6. Sponsored activities/ Canada Day – Jane
    - 6.2.7. Commissioner Retreat – additional topic suggestions
    - 6.2.8. Recreational Funding update – Veronica
    - 6.2.9. Dave Bentham Award Motion
  - 6.3. Committees
    - 6.3.1. Technology Report - Michael
    - 6.3.2. Fitness Track - Michael
    - 6.3.3. Sanitation
  - 6.4. Parks
    - 6.4.1. Miners Bay – Adrian
      - a) Bandstand floor repair
      - b) Library heat pump update - Michael
    - 6.4.2. Dinner Bay – Kestutis
    - 6.4.3. Japanese Memorial Garden – Michael
    - 6.4.4. Fred & Bette Cotton - Debra
    - 6.4.5. Village Bay - Jane
    - 6.4.6. Trail Network Development/Henderson – Peter
    - 6.4.7. Village Bay and David Cove boat ramps
      - a) Request for commercial ramp use and signage

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**7. Correspondence/Meetings**

- 7.1. Continued correspondence/conference with CRD re: boat ramp tenure renewal and commercial use.
- 7.2. Email correspondence with AMIB regarding repair work at Village Bay boat ramp.
- 7.3. Email correspondence with the Chamber of Commerce re: presentation of support request.
- 7.4. Email correspondence regarding rumours in regards to Mayne Island Pickleball Club and signed “MIPC Board”.
- 7.5. Email correspondence with CRD archaeologist regarding danger trees in Cotton Park and Village Bay Park. Approval received to proceed without further consultation.
- 7.6. Email correspondence from J. Starke, CRD re: Occupational Health and Safety and WHMIS requirements for MIPRC.
- 7.7. Email correspondence with CRD, Risk and Insurance and completion of 2022 Insurable Property and Asset Review document.
- 7.8. Email invitation from J. Dodds, Islands Trust to participate in renewed initiative to address fallow deer problem.
- 7.9. Email from Mayne Island School regarding recipient of the MIPRC sponsored Dave Bentham Award.
- 7.10. Telephone call advising of filming on Mayne Island for “Epic Hikes” in conjunction with Gulf Island Tourism and possible visit to Vulture Ridge Trail, Henderson Park.

**8. New Business**

**9. Motion to Close the Meeting in accordance with Community Charter Part 4, Division 3, Section 90(1)(e) and that recorder and staff attend the meeting.**

Led by Peter/Veronica/Michael

**10. Rise and Report**

**11. Meeting Adjournment**



## Minutes for a meeting of the Mayne Island Parks and Recreation Commission at the Community Centre on May 12, 2022 at 3:00 pm.

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**PRESENT:** Debra Bell (Chair/Treasurer)      Michael Kilpatrick (Vice-Chair)  
Peter Askin      Veronica Euper  
Adrian Wright      Kestutis Banelis  
Jane Schneider      Lauren Edwards (Recorder)

**ABSENT:** David Howe, 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 in the traditional territory of the people of the Coast Salish First Nations.

### 2. Approval of Agenda

By unanimous consent the agenda was approved as presented.

### 3. Adoption of Minutes of April 14, 2022

By unanimous consent the minutes of April 14, 2022 were approved as presented.

### 4. Chair's Remarks

None

### 5. Reports

#### 5.1. Treasurer's Report

##### 5.1.1. Treasurer's Report for the period March 1 - 31, 2022

**MOVED** by Commissioner Bell and **SECONDED** by Commissioner Euper,  
That the Treasurer's report for the period March 1 to 31, 2022 be approved as presented.  
**CARRIED**

It was reported that the Japanese Garden Christmas lights were replaced with LED lights which lowered hydro costs.

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5.2. Administration

5.2.1. Follow up Action Report (not covered elsewhere)

Location of next meeting:

**MOVED** by Commissioner Bell and **SECONDED** by Commissioner Banelis, that the Mayne Island Parks and Recreation Commission meetings be moved to the library indoors commencing with the June meeting.

**CARRIED**

Opposed: Commissioner Euper

5.2.2. Occupational Health and Safety (OHS)

- Commissioner Bell will forward the CRD's Annual Report which highlighted that the CRD was commended for their OHS procedures in the workplace.
- It was discussed and agreed to add OHS as a standing agenda item.
- It was reported that further enquiries were being made by Justine Starke, that WorkSafe does not apply to volunteers and that CRD should have a program for contractors similar to employees.
- It was reported that hazardous materials are not stored on MIPRC sites and discussed WHMIS best practice implementation. Commissioner Banelis will speak with Bill Warning about the stored water treatment materials.
- Commissioner Wright will check on the laminated reference sheets in the library basement.
- It was confirmed that the library basement is locked.

5.2.3. Review and Approve Supplement to the Commissioner's Handbook

When the hazard tree policy statement is completed, Commissioner Bell will issue an updated draft to be approved by motion.

5.2.4. Trail/parking lot tree and safety policy statement and assessment program

- A policy statement was developed for the removal of hazardous trees.
- Discussed supporting documents which would include a tree fall checklist for trail volunteers as well as status logs.
- Material disposal was discussed and it was agreed that chipping sized branches will be removed to an open area and the bulk of the trunk will be left to decompose.
- Discussed adding additional policies and guidelines to the program for disposal practice.
- Commissioner Bell will seek guidance from CRD and reported that Ross Cameron, CRD, complimented the work was well done and he recommended that arborists' documents are kept and that photographs are taken.

5.2.5. Upcoming events/sponsored activities

- Volleyball - no date
- Photo walk continues.

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- Discussed and confirmed that MIPRC will provide ice cream at the upcoming Canada Day event at Miners Bay Park to be organized by Commissioner Schneider supported by Commissioner Euper.

5.2.6. Commissioner Retreat

The Saturna Island commissioners retreat was discussed and confirmed for June 10<sup>th</sup> from 9:30 am to 4:00 pm.

5.3. Committees

5.3.1. Information Technology

It was reported that

- Further progress on the website will not occur until summer.
- CRD will investigate e-transfers.

5.3.2. Fitness Track

Position report/accessibility guidelines:

- Information and materials are pending.
- Tim Begley agreed to act as a consultant.
- It was commented that Burnaby received a grant and used concrete and recycled tires for surfacing which looked nice in a natural setting.

5.3.3. Sanitation

- A new contractor has been hired.
- A report on StreamLine plumbing progress was provided.
- It was discussed and agreed that septic pump-outs for Miners Bay and Dinner Bay can wait another year.
- The request for the Chamber of Commerce support for the Miners Bay washroom will be after the new board is in place in June.

**MOVED** by Commissioner Bell and **SECONDED** by Commissioner Schneider, that Mayne Island Parks and Recreation approved the hiring of the contractor, Jennifer Siemens, who performed janitorial duties for April 2022.

**CARRIED**

5.3.4. Memorial Plaques

It was discussed and agreed that a new board for memorial plaques will be attached to the back of the notice board at Miners Bay Park.

5.4. Parks

5.4.1. Miners Bay

It was reported that:

- The UV light is up and stabilized.

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- The bandstand floor repair involves two work contracts (cement and brick). Commissioner Banelis will discuss the apron form build with Lance Shook and report back.
- The library window replacement has not been done.
- The final quote was received for the heat pump.

**5.4.2.Dinner Bay**

It was reported that:

- An injured disc golf tournament player's name should be reported to CRD for insurance purposes.
- The window for the Adachi Pavilion is ready for pick up.
- The playground form should be filled out monthly.
- Tractor servicing was completed and some repairs were done.
- The water tank was repaired.

**5.4.3.Japanese Memorial Garden**

It was reported that:

- Two engineers were contacted for quotes for the gate.
- 70 people attended the opening of the art show and there were many comments about the Olla display.

**5.4.4.Cotton Park**

It was reported that:

- One of the windows in garden shed must be replaced.
- Photos and GPS of all the trees with potential for First Nations significance were sent to the CRD archaeologist.

**5.4.5.Village Bay Park**

It was reported that:

- A lot of work was done to remove the invasive Himalayan blackberry bushes.
- Work is occurring on the boat ramp.

**5.4.6.Conconi Reef Park**

It was discussed and agreed that commissioners will visit the site.

**5.4.7.Trail Network Development**

- A report was received for information.
- The efforts to get a replacement staircase for Kippen Road were reported on.
- Two estimates from arborists for work in Cotton Park were provided.
- There is a new template for reporting land altering work for tree removals.
- All the trees on the Cotton Park list with possible evidence of historical First Nation activity were sent to the archaeologist.
- Commissioners were asked to report trees altered in a historic way by First Nations. Such trees might have a strip of bark or a hollow carved in the trunk typically on the north-east side.

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- The trees in Village Bay Park are flagged and will be photographed for the archaeologist.
- Some Village Bay trees require minor maintenance to remove dangerous branches.

**5.4.8. Village Bay and David Cove boat ramps**

Request for commercial ramp use and signage

Village Bay Boat Ramp:

- It was reported that the Saltspring Propane truck uses the ramp 18-20 times per year as they cannot get to Swartz Bay for the dangerous goods sailing.
- It was reported four of the five people who attended the last meeting of the Association of Mayne Island Boaters (AMIB) were in favour of commercial ramp use.
- Discussed commercial use of the ramp on a case by case basis, the issues of liability insurance and the obligations associated with charging fees.
- It was reported that the Province is seeking information for the purpose of a tenure.
- Commissioner Bell will discuss with Ross Cameron agreement options that will address concerns.

**MOVED** by Commissioner Bell and **SECONDED** by Commissioner Kilpatrick, that Mayne Island Parks and Recreation Commission permit Catherine Purss to bring her doublewide trailer via barge on the Village Bay boat ramp mid-June 2022 subject to approval by the Capital Regional District and provided that Mayne Island Parks and Recreation is indemnified and released from all claims.

**CARRIED**

- The pothole was repaired by AMIB and an estimate is being prepared for causeway work.
- AMIB has thoughts on signage to make sure boats have adequate space between the bottom of the boat and the seabed.

**6. Correspondence/Meetings**

- 6.1. Continued correspondence with CRD, AMIB and DFO re: boat ramp tenure renewal, commercial use and signage.
- 6.2. Email correspondence with AMIB regarding repair work at Village Bay boat ramp.
- 6.3. Email correspondence with possible contractor for Miners Bay bandstand floor.
- 6.4. Email correspondence with Ross Cameron, CRD Risk and Insurance, regarding skylight at Adachi Pavilion.
- 6.5. Email correspondence with StreamLine Plumbing regarding flush and hot water shut off valves.
- 6.6. Email correspondence with the Chamber of Commerce re: timing of support request.
- 6.7. Receipt of new template for Land Altering Work quarterly report from CRD archaeologist.
- 6.8. Email correspondence from CRD providing SGI Transportation Integration Plan updates.

It was reported that:

- The consultant sent out their report.
- This will likely go forward to referendum.
- There is a reference to the Official Community Plan that reads MIPRC should be requested to develop walking trails to create a network for the islands.

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6.9. Email correspondence to/from CRD regarding potential for E-transfer for donations.

**7. New Business**

None.

**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 (If any)**

**MOVED** by Commissioner Bell and **SECONDED** by Commissioner Schneider, that the Mayne Island Parks and Recreation Commission approve the contract between Christie Meers and the Capital Regional District to provide janitorial services to Mayne Island Parks and Recreation Commission on the terms as discussed in the Special Meeting of April 14, 2022.

**CARRIED**

**10. Meeting Adjournment**

By general consensus the meeting adjourned at 4:55 pm

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**Debra Bell, Chair**

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**DATE**

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**Lauren Edwards, Recorder**



**MAYNE ISLAND PARKS AND RECREATION COMMISSION**  
**Treasurer's Report May 1 - 31, 2022**

<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>Contingency Other</b>	<b>Cost recovery</b>	
<b>Opening Budget 2022</b>	11000	6000	5000	2000	3000	7000	26000	10000	20403	2500	92903
Opening balance May 1	8366	4190	4258	1656	2128	1061	19398	7602	19241	2787	70687
<b>Expenses</b>											
Skylight	728										
Window glass repair		452									
Gas/Diesel	80										
Plumbing							19				
Garbage	100										
Signs/Tide Table ad						51			225		
Training							100				
Janitorial May 1-15, mileage							709				
Janitorial WCB, est.							14				
Janitorial May 16 - 31, mileage							724				
Janitorial WCB, est.							14				
Warning Maintenance	100	100									
Recording secretary for April									176		
Recording secretary WCB est.									4		
CRD labour								o/s			
CRD O/H								319			
Arborist (\$470 + \$144)	144					470					
<b>Total Expenses</b>	1152	552	0	0	0	521	1580	319	405	0	4529
<b>Remaining Budget May 31</b>	7214	3638	4258	1656	2128	540	17818	7283	18836	2787	66158

**MAYNE ISLAND PARKS AND RECREATION COMMISSION**  
**TREASURER'S REPORT May 1 - 31, 2022 cont'd**

**(B) Donated Funds**

**Japanese Garden**

Opening Balance May 1, 2022	17085
Less: CRD overhead allocation	85
Closing Balance May 31, 2022	17000

**Putting Green/Disc Golf/Adachi**

Opening /Closing balance May, 2022	734
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**(C) Recreation Funds**

Opening Balance May 1,2022	47554
Less: CRD overhead allocation	177
Closing Balance May 31, 2022	47377

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

Opening/closing balance May , 2022	110746
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**(D) Capital Funds (Allocated) - Projects**

CX.109.2008.66 Cotton Park Monument	4061
CX.109.2014.66 Cotton Park Fencing	2752
CX.109.2009.66 Library Water System Upgrade	3178
CX.109.2011.66 Dinner Bay Playground	6409
CX.109.2011.88 Dinner Bay Playground/fields upgrade (CWF)	453
CX.109.2012.81 Dinner Bay Septic	5339
CX.109.2013.66 Miners Bay Bandstand	1329

Total Allocated Capital	23521
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## FOLLOW-UP ACTION REPORT

May 2022

Date Raised	Activity	Responsibility	Date Due	Status
<b>ADMINISTRATION</b>				
Feb 2020	Commissioners Facebook Photo posted	Jane	ASAP	Report
Jan 2021	Retreat – June 10 <sup>th</sup> – 9:30 am – 4:00 pm	Debra	June	Update
July 2021	Occupational Health and Safety Policy requirement			
Mar 2022	- Sign on tractor shed door re: refueling/ eye wash station	Kestutis	June	Report
	- Sharing of CRD policies/WHMIS/ask Bill Warning about chemicals	Kes/Veronica	June	Any updates?
	- Water emergency response plan at MB (and DB?) updated	Debra	June	Report
	- Distribute CRD Annual Report	Debra	June	Completed
Dec 2021	Asset Retirement Obligations follow up with CRD	Debra	ASAP	In progress
2022	Updated Supplement to Commissioner Handbook	Jane/Debra et al	June	Report
Mar 2022	Email/telephone	Michael	Pending	In progress
	Sharepoint system for commission	Debra	Summer	With CRD
<b>COMMITTEES</b>				
<b>Parks Master Plan:</b>				
Jan 2021	Exclude Master Plan in OCP	Peter Debra Veronica Debra		w. Islands Trust
<b>Land Acquisition:</b>				
July 2021	Priority list for property acquisitions/letter to property owner	Peter/Veronica/Michael	June	Update
<b>Memorial Plaques:</b>				
2021	New backing board for Miners Bay Notice Board	Gareth G	In progress	In progress
<b>Sanitation</b>				
Aug 2020	Dinner Bay - Locate septic system field	Debra//Veronica/Kestutis Kestutis/Michael	Summer	In progress
Aug 2020	Dinner Bay – Garbage/recycling system rebuild	Kestutis	Summer	In progress

Date Raised	Activity	Responsibility	Date Due	Status
Mar 2022	Chamber of Commerce letter re: support	Debra	June	Update
Jan 2022	<b>Information Technology</b> Website; org. chart	Michael/Kestutis/Jane Michael	Unknown	Pending
Mar 2022	Imprest account for e- transfer query	Debra		With CRD
Jan 2022	<b>Fitness Track</b> Planning; costing	Michael/Kestutis/Jane Kestutis	June June	Int. report Report
Mar 2022	Accessibility guidelines (has this been covered?)			
	<b>PARKS</b>			
	<b>Miners Bay</b>			
May 2022	Canada Day celebration ice cream	Jane/Veronica	June	Update
2019	Bandstand repair/painting – Spencer Reid to assess	Adrian/Debra	Spring '22	Pending
	- Inquire if Lance Shook will complete the perimeter concrete work	Kestutis	June	Report
July 2021	Long term solution for window damage – tempered glass	Adrian	ASAP	Completed
July 2021	Water usage and well level	Bill W/Debra	Fall 2021	With Bill W.
July 2021	Installation/repair UV light	Adrian	ASAP	Completed
Mar 2022	Brushing/bailing well	Debra	Pending	w Red Williams
Mar 2022	Library Heat pump system	Michael	June	Report
	<b>Dinner Bay</b>			
Sept 2020	Water tank repair	Kestutis		Completed
Dec 2020	Lions Building – Licensing agreement	Debra	ASAP	With Lions
April 2022	Skylight repair	Kes/Adrian/Lance	Pending	Glass in
July 2021	Monthly playground assessment	Kestutis	June	Report
	<b>Japanese Memorial Garden</b>			
Nov 2021	Initiatives re: social media and commercial activity	Michael	Unknown	In progress
Feb 2022	Art Show details	Michael	July	As required

Date Raised	Activity	Responsibility	Date Due	Status
	<b>Emma and Felix Jack Park</b>			
May 2021	Technical amendment to zoning requested by resident	Debra/Michael		w. Islands Trust
Mar 2021	Sign installation	J. Aitken/Debra	Spring '22	Weather dep.
	<b>Village Bay Park</b>			
April 2022	Invasive plant removal	Peter/ Jane et al	Spring '22	Completed
	<b>Fred &amp; Bette Cotton Park</b>			
May 2022	Assessment of danger trees to be removed by archaeologist	Debra	June	Report
	<b>Pocket Parks/Trail Network Development</b>			
Feb 2021	Anson Road; signs and revegetation	Kestutis	Fall 2022	In progress
2021	Conconi Reef			
Mar 2022	- Site visit with commissioners and possibly MPEID	Peter et al		Completed
Mar 2022	- Contact Shaw re tree on cable lines	Kestutis	???	With Shaw
July 2021	Hiking and Walking Trail brochure	Peter/Michael	June	Report
Jan 2022	Plan for safety assessment for all trails/parking lots; etc.	Peter/Kestutis/Adrian	June	Progress Report
	- Allocate among arborists/timeline/document/monthly log/guidelines			
April 2022	- Development of shared calendar system	Jane	June	Report
Mar 2022	- Draft policy statement and guideline for wood from fallen trees/debris	Veronica	June	Report
April 2022	- Check with CRD for additional input on reporting requirements	Debra		Completed
	<b>Boat Ramps</b>			
Feb 2022	David Cove/Village Bay ramp repair and tenure renewals	Debra	pending	With CRD
	Commercial ramp usage	Debra	In progress	Working with CRD

Date Raised	Activity	Responsibility	Date Due	Status
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## **APPENDIX 10**

### **Mayne Island Parks and Recreation Commission Hazard Tree Management Policy Statement**

#### **Policy Statement**

Mayne Island Parks and Recreation Commission (MIPRC) places great importance on the trees in our parks and trails. Trees are a key environmental resource and they are integral to the natural beauty of our parks and trails.

MIPRC will implement a program to carry out tree risk assessments to identify hazard trees. MIPRC will remove a tree identified as a hazard tree where that tree poses an identified and imminent risk to human health and safety, to the property of park users, to parks infrastructure or to adjacent public or private property.

#### **Supporting Documents**

- MIPRC Assessment of Parks and Trails – Schedule of Review (attached)
- MIPRC Tree Fall Hazard Checklist for Trail Guardians and Other Volunteers
- MIPRC Trail Guardian Duties
- MIPRC Safety Procedure for Volunteers

## Assessment of Parks and Trails – Schedule of Review

- The MIPRC commits to following a schedule whereby parks including pocket parks and trails are assessed for safety at least annually. The MIPRC is in the process of co-ordinating an inspection of all areas which may present a danger to the public.
- Once the inspections have been completed, they will be included in this appendix or a separate log book maintained.

The commissioners responsible for co-ordinating the assessment of parks including pocket parks and trails for 2022 are: **Peter Askin, Kestutis Banelis and Adrian Wright**

<b>Pocket Park Assessed</b>	<b>Arborist</b>	<b>Assessed Date</b>	<b>Work Completed Date</b>
Don Herbert	Brian Henneberg	Nov 28, 2021	December 5, 2021
Charter Road/Club Cres.	Brian Henneberg	Dec 2021	December 2021





## EVENTS REPORT

05 June, 2022

1. Confirmed June bookings
  - a. June 11
    - i. Association of Mayne Island Boaters Picnic
    - ii. The kitchen is not required.
2. A request has been made by a private individual to hold a "Grad" party at Dinner Bay Park that is open to the whole community.
  - a. At the time of writing there are no details as to size of the event.
  - b. An Event Application has been sent and is to be available by the time of the June Commission meeting.
  - c. A motion for approval of this event is required.



## Technology Committee

05 June, 2022

1. Nothing further to report at this time.



## Fitness track development

06 June, 2022

1. Work is progressing on the selection of the equipment.
  - a. Tim Begley is assisting with the selection of the initial tranche of equipment and layout.
  - b. Michael has been in touch with the Executive Director of the Cowichan Sportsplex. They have recently completed an outdoor fitness track with equipment similar to what we have been looking at. Michael contacted the ED to ask about the equipment used – pros and cons. Waiting for a final reply.
2. Quotes are being received for the scanning of the septic field at Dinner Bay Park so that it can be accurately located. The location of the field will have an affect on the location of the equipment near the play structure.
3. Rough schedule for the work is:
  - a. June – selection of equipment
  - b. July – pricing and approvals – order equipment
  - c. August – Engineering if required
  - d. September
    - i. Prep site
    - ii. Base/pad work
    - iii. Equipment instal if available
    - iv. Landscaping
    - v. The first phase of the “track” will also be completed at this time.

End

## Dinner Bay Park Report

- A hanging branch threatening the Don Herbert Trail was removed by Brian Henneberg.
- Burn Pile was burned.
- Skylight is expected to be installed week of [June 6](#). MIPRC owe thanks to Bill Jamieson for picking up the skylight from Saanich.
- An element of the play structure has been removed for welding repair and is expected to shortly be ready for re-installation.
- A rubberized stopper has been purchased for the zip line to enhance safety - a suggestion from Mike Mcarter and will be installed next week.
- Water tank is sealed and connected to gutter.
- Christie Meers brought to my attention an issue with the eaves trough; blockage to the SW corner gutter spout has been cleared.
- Christie Meers is doing a good job keeping the bathrooms clean.
- Currently one of the self-close faucets in the men's bathroom is broken. Cost of a new self-close is \$238 plus taxes and cost of new supply lines. Given the expense of a new faucet repair of existing faucet will be explored.
- Tim Gale is back on the island and is resuming mowing of the putting green. While he was away Lance and I mowed the putting green. Lance has been unavailable the last while and hope to soon see him back mowing, but in the meantime I will continue mowing the park as weather permits.

Submitted by Kestutis Banelis

June 5, 2022



## Japanese Memorial Garden

05 June, 2022

1. The usual maintenance work continues every Tuesday by the JMG Volunteers.
2. Bridge(s) resurfacing
  - a. Milling for the cedar deck of the zigzag bridge is underway. Bob McKinnon is milling up the first half and will have it ready for September. Richard Jarco has offered to mill the remainder.
    - i. Both Bob and Richard are donating the wood to the Garden.
    - ii. The work on the bridge will start after Labour Day.
3. Concrete bridge handrails
  - a. The low cedar rails for the concrete bridge over the pond outflow have been replaced. They will receive two more coats of Danish oil over the course of the summer.
4. Torii gate at parking lot entrance
  - a. Structural engineers have been contacted regarding the new foundations for the gate. As the inner Torii gate also needs new foundations, we will be using the work done for the outer gate as a template for the inner gate.
    - i. We are waiting for written quotes.
5. Roofed fence
  - a. The rotting fence sections are to be stabilized using rebar until the replacement work can be done.
6. Temple Bell
  - a. The temple bell structure is starting to show signs of water damage so a roof is going to be added to the existing structure to add some weather protection.
    - i. The work is to be done by JMG volunteers. The structure and metal roof materials will be purchased through Home Hardware.
7. Planning for the Quilt Show on July 23<sup>rd</sup> is well underway. It should be a fantastic display.
8. Planning for the Art Show on July 24<sup>th</sup> is being finalized. Currently there are 42 artists who have indicated that they will be displaying their works in the Garden.
9. The Olla installation by Christine Weber and Kim Korol has been very successful. We have received a lot of positive comments on the work.
10. Spring bulbs
  - a. The JMG is undertaking a 20<sup>th</sup> Anniversary spring bulb planting project. 3,450 bulbs are being ordered from Van Noort Bulbs for planting in October. A motion of approval is required:
    - i. Motion that the MIPRC approve the expenditure of \$711.20 by the Japanese Memorial Garden for the purchase of 3,450 spring bulbs.

## Trail Network Development Committee/Dangerous Tree Committee/Henderson Park Report

The DTC committee did patrols on [May 26<sup>th</sup>](#) at the following beach accesses: Sykes Road, Edith Point Road and Neil Road. There are a few trees requiring monitoring in future, but none presenting imminent danger.

The DTC did a patrol of the jointly managed Mary Jeffery Park on [June 4<sup>th</sup>](#). Several trees were identified as a risk to the public and the info has been forwarded to Marc Solomon at the CRD for further action. (Note: one of the trees in question may be in the Plumper Pass Park panhandle, which would make it a MIPRC responsibility). Next inspection shall be at Chu-an park.

We've been informed there are no trees requiring an archaeological assessment at Village Bay park.

As reported, the DTC invited Kyle Stobert, Fire Chief, to do an assessment of the extensive fireload at the site of the topping of the dangerous cedar tree bordering Conconi Park and our immediate neighbour. His best (& most practical) suggestion to mitigate the danger is to move all the voluminous slash pile to the shaded hollow downslope from the work where it should decompose quickly.

The Commission did a group tour of the Viewpoint Trail in the aforementioned park and a plan formulated for reconfiguring the trail and moving the viewpoint from the rockfall area. (Both the rerouting of the trail & slash disposal can be carried out concurrently).

Rob Underhill from MICS noted that several of the special stakes used for monitoring regrowth at Henderson Park have been removed. The only reasonable explanation is vandalism.

The deadline for reports is [Sunday June 5<sup>th</sup>](#) so we can't report on the success of the clean-up at the Kippen Road Beach Access on [Monday](#), but we're certain it will go well. (Poor venting index so no burning).

Our work plan for the near future is to complete the (final) boardwalk on the Doreen McLeod Trail.

Here is the draft motion for the dangerous tree removal at Cotton Park:

MOVED by Commissioner Askin and SECONDED by Commissioner \_\_\_\_\_, that the motion that the Mayne Island Parks and Recreation Commission approve the estimate by Mat Bolla of Dr. Daylight Contracting Ltd. for the removal of dangerous trees and branches at Cotton Park (primarily on the Orca Trail) in the amount of \$1,785.00 (including GST) # EST-000416. The work should commence as soon as possible.

Finally, the draft motion for the dangerous tree removal at Village Bay Park:

MOVED by Commissioner Askin and SECONDED by Commissioner \_\_\_\_\_, that the motion that the Mayne Island Parks and Recreation Commission approve the estimate by Brian Henneberg of Isl. Arborist. for the removal of dangerous trees and branches Village Bay Park in the amount of \$732.05 (including GST) # EST-000128. The work should commence as soon as possible.

Submitted by Peter Askin  
June 5, 2022