



Agenda for a meeting of the Mayne Island Parks and Recreation Commission at the Library, 411 Naylor Road, Mayne Island on August 11, 2022 at 3 pm.

Call to Order

- 1. Territorial Acknowledgement - Adrian**
- 2. Approval of Agenda**
- 3. Adoption of Minutes of July 14, 2022**
- 4. Chair's Remarks**
- 5. Reports**
 - 5.1. Treasurer's Report
 - 5.1.1. Treasurer's Report for the period June 1 - 30, 2022 (attached)
 - 5.1.2. Preliminary Budgets for 2023-2027 (attached)
 - 5.2. Administration
 - 5.2.1. Follow up Action Report (not covered elsewhere) (attached)
 - 5.2.2. Health and Safety concerns
 - 5.2.3. Danger Tree guidelines – Peter/Kestutis/Adrian
 - 5.2.4. Events – Michael
 - a) Reserving Disc Golf Course
 - 5.2.5. Sponsored activities – Jane
 - 5.2.6. Commissioner Retreat - Debra
 - 5.2.7. Fallow/feral deer update – Michael
 - 5.2.8. Volunteer BBQ
 - 5.3. Committees
 - 5.3.1. Technology – Michael (attached)
 - 5.3.2. Fitness Track – Michael (attached)
 - 5.3.3. Land Acquisition – update and next steps
 - 5.3.4. Sanitation
 - a) Chamber of Commerce update
 - b) Recycling bins
 - 5.4. Parks
 - 5.4.1. Miners Bay – Adrian
 - 5.4.2. Dinner Bay – Kestutis
 - 5.4.3. Japanese Memorial Garden – Michael (attached)
 - 5.4.4. Village Bay - Jane
 - 5.4.5. Trail Network Development/Henderson – Peter

Mayne Island Parks and Recreation Commission
Agenda for August 11, 2022

6. Correspondence/Meetings

- 6.1. Email from Ag Society regarding information table at Fall Fair on August 20, 2022.
- 6.2. Correspondence regarding CRD Board and senior staff tour of Mayne Island August 11, 2022.
- 6.3. Email regarding signs at Japanese Memorial Garden.
- 6.4. Email correspondence with Mayne Island Reading Centre Society and related parties regarding heat pump.
- 6.5. Emails regarding commercial usage of the Village Bay boat ramp for construction of the Regional Trail.
- 6.6. Email correspondence with CRD regarding income tax receipts for gifts in kind.

7. New Business

- 7.1. Fall fair information table August 20, 2022 – Jane
- 7.2. Commercial use of the Village Bay boat ramp for construction of the Regional Trail.

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.

- 8.1. Recreational Funding

9. Rise and Report

- 9.1. Recreational Funding

10. Meeting Adjournment



Minutes for a meeting of the Mayne Island Parks and Recreation Commission at the Library, 411 Naylor Road, Mayne Island on July 14, 2022 at 3 pm.

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

ABSENT: Paul Brent, A/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 territory of the Coast Salish People.

2. Approval of Agenda

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

CARRIED

3. Adoption of Minutes of June 9, 2022

MOVED by Commissioner Wright and **SECONDED** by Commissioner Askin,
that the minutes of June 9, 2022 be approved as presented.

CARRIED

4. Chair's Remarks

Chair Bell thanked Commissioner Schneider and her mother for their participation and organizing the Canada Day event on behalf of the Mayne Island Parks and Recreation Commission.

5. Reports

5.1. Treasurer's Report

5.1.1. Treasurer's Report for the period June 1 - 30, 2022 (agenda attachment)

MOVED by Commissioner Bell and **SECONDED** by Commissioner Kilpatrick,
that the Treasurer's report for the period June 1 to 30, 2022 be approved as presented.

CARRIED

Mayne Island Parks and Recreation Commission
Minutes for July 14, 2022

5.2. Administration

5.2.1. Follow up Action Report (not covered elsewhere – agenda attachment)

- A mobile eyewash station will be purchased for Dinner Bay.
- A sign to keep the door open while refuelling the tractor will be put up on the tractor shed door at Dinner Bay.
- Commissioner Wright will follow up with Bill Warning about updating the emergency contact lists at Miners Bay and Dinner Bay.
- The fitness track accessibility guidelines has been completed.
- Bandstand painting needs to go onto the work schedule.
- The monthly playground assessment forms require completion.
- The shared calendar application can be tested with the Dangerous Trees Report. The application sends emails to notify of items due and yearly events. This will provide a historic record.
- Commissioner Euper has worked on the policy statement and the guidelines regarding danger/fallen trees and Chair Bell asked that any other materials be added so that the Guidelines can be finalized at the next meeting.

5.2.2. Health and Safety concerns

- Due to the fact that traffic control measures had been circumvented by the public, Commissioners Banelis and Wright volunteered to keep people away while trees are being felled.
- Commissioner Schneider, who has a traffic control ticket, may be available to monitor traffic during future road closures.

5.2.3. Review and Approve Supplement to the Commissioner's Handbook (agenda attachment)

MOVED by Commissioner Bell and **SECONDED** by Commissioner Schneider, that Mayne Island Parks and Recreation Commission approve the Supplement to the Commissioners Handbook which is subject to updating from time to time.

CARRIED

5.2.4. Danger Tree guidelines and list of completed assessments

- A verbal report was given during all inspections 2022 to date and Commissioner Banelis will provide this information to Commissioner Kilpatrick in an email.
- It was discussed and agreed that Commissioner Askin will look into having guidelines to bring forward for the next meeting.

5.2.5. Events (agenda attachment)

The Events Report was received for information.

5.2.6. Sponsored activities

- No sponsored activities reported.
- The volleyball net is getting used by a group of friends regularly.
- Clarification was provided that sponsored events have coverage through MIPRC while paid for events require insurance.

Mayne Island Parks and Recreation Commission
Minutes for July 14, 2022

- Discussed promoting sponsored events.

5.2.7. Commissioner Retreat

Specifics of the Commissioners Retreat and meeting with Paul Brent, CRD, scheduled for July 15th on Saturna Island was discussed and it was agreed that a donation of \$150 would be offered for the community bus tour provided by a Saturna Lions volunteer.

5.2.8. Recreational Funding update

- About 50% of the applications have been received and Commissioner Euper will follow up on those that have not been submitted.
- The due date is July 22nd and Commissioner Bell will check the mailbox after July 23rd.
- It was agreed that a separate meeting will be scheduled to review the applications and reasons for decisions will be recorded.

5.2.9. Zoom meeting on fallow deer

- Commissioner Kilpatrick reported on the meeting and stated that there was a decision to schedule another meeting which Adam Olsen will attend when he visits the island.
- Commissioner Kilpatrick reported that the meeting was attended by the CRD, Parks Canada, Islands Trust, the MI Conservancy and some other individuals and land holders and the discussion was on strategies going forward to address the problem of the fallow deer population.

5.2.10. Memorial plaques – location and Notice Board

It was discussed and agreed that the notice board will be placed on the exterior of the library wall facing the parking area and that the memorial plaques will be on the board situated inside the park entrance at Village Bay and Fernhill Roads.

5.2.11. Volunteer BBQ – allocation of duties

- Invitation options were discussed and it was agreed that commissioners will send a list of volunteers past and present and Chair Bell will email the invitations.
- The event is scheduled for August 18th and it was agreed that the event will run from 4:30 to 7:30 pm with dinner at 5:30 pm.
- Commissioner Schneider will order the food and coordinate with the Lions and Commissioner Euper will order the cake.
- A special event licence has been obtained.
- It was agreed that a wireless megaphone speaker will be purchased.
- A flower bouquet will be purchased and it will be given away in a prize draw.
- Commissioners will arrive early to set up.

5.3. Committees

5.3.1. Technology (agenda attachment)

A report was received for information.

Mayne Island Parks and Recreation Commission
Minutes for July 14, 2022

5.3.2. Fitness Track (agenda attachment)

- A report was received for information.
- Additional information will be provided at the next meeting.
- Discussed the need to have the location of the septic line known.

5.3.3. Land Acquisition – update and next steps

- There was nothing new to report.
- Discussed messaging and Chair Bell recommended the committee synthesize all the information and decision making regarding priorities and bring forward a recommendation.
- This item will be discussed with Paul Brent, CRD.

5.3.4. Sanitation

a) Chamber of Commerce update

A letter will be prepared in advance of the Chamber's next meeting

5.4. Parks

5.4.1. Miners Bay

It was reported that mowing has been done as well as some minor repairs.

5.4.2. Dinner Bay

It was reported that:

- The pumphouse exterior siding occasionally requires reattachment.
- An investment should be made to upgrade water equipment.
- Some maples needed to be cleaned out.
- Wood chips were spread on Ed Williams trail.
- Brake installed on the zip line
- Four windows have seals that have failed, but are not an issue.
- Freezer needs to be cleared out before the next event.
- A wet spot on a trail needs a boardwalk.
- Placing bark mulch on the trails helps the trees by keeping people on the trails.
- A drop site for unscheduled bark mulch donation will be discussed and agreed upon

5.4.3. Japanese Memorial Garden (agenda attachment)

5.4.4. Fred & Bette Cotton (agenda attachment)

Report received for information

5.4.5. Emma and Felix Jack (agenda attachment)

- Report received for information.
- The sign is in place but it does not identify MIPRC.

Mayne Island Parks and Recreation Commission
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5.4.6. Village Bay

- Commissioner Schneider reported that she will check that some large items that were left by the boat launch are removed.
- Commissioner Schneider will talk to David Maude regarding removal of large trash.
- Commissioner Askin has offered to help finish the weed whacking.

5.4.7. Trail Network Development/Henderson (agenda attachment)

Report received for information.

Updates to the report are:

- The metal fabricator has to be sent a follow-up email.
- The dangerous tree in Plumper Pass panhandle was discussed.
- Free chips on Ed Williams trail and thanks mentioned to Commissioner Banelis, Richard Jarco and Norm for their help.
- Commissioner Banelis and Wright were thanked for mowing at Village Bay.
- The sign was installed pointing out the location of the bridge.
- The dangerous tree committee met on the 11th at Dinner Bay. Thanks was offered to Commissioner Banelis for organizing and Brian Henneberg for doing an incredible job.
- The trail guardians at Conconi Reef spread chips on the beach trail.
- There is a work party scheduled on Sunday.

It was **MOVED** and **SECONDED**,

that Mayne Island Parks and Recreation Commission approve the estimate by Brian Henneberg of island arborist, Estimate #132, dated June 18, 2022 for the removal of the dangerous cedar tree on the Plumper Pass Park panhandle Trail in the amount of \$822.31 (including GST). The work should commence as soon as possible.

CARRIED

Discussion occurred regarding obtaining estimates and assigning arborist work.

5.4.8. Village Bay and David Cove boat ramps

a) Input from commercial user and customers

- It was reported that the fee proposed for the use of the boat ramp was not agreeable to the commercial user.
- Commissioner Bell will discuss this issue with Paul Brent, CRD,

6. Correspondence/Meetings

- 6.1. Telephone conference with commercial user of boat ramp and customer feedback.
- 6.2. Meeting with the Chamber of Commerce re: support request.
- 6.3. Zoom meeting with a variety of participants regarding the fallow deer problem.
- 6.4. Email correspondence with Mayne Island Reading Centre Society and related parties regarding grant application for heat pump.
- 6.5. Correspondence with Regional Parks regarding Mayne Island Early Childhood Society request for a tent in Mary Jeffery Nature Appreciation Park during heat dome.

Mayne Island Parks and Recreation Commission
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- 6.6. Correspondence and incident report regarding trees falling near the Ed Williams trail and condition of the trail.
- 6.7. Correspondence with CRD, Risk and Insurance regarding letter agreement for indemnification by frequent event holder.
- 6.8. Emails and correspondence regarding a variety of special event park bookings.

7. New Business

- 7.1. Funding issues by Mayne Island Reading Centre Society for new heat pump
 - It was reported that the Society approached MIPRC for grant support for the installation of a heat pump.
 - It was reported that the current grant application cannot proceed with the Society as the applicant and there was discussion on planned MIPRC grant funded projects.
 - Commissioner Kilpatrick will discuss this issue with Marilyn Winterbottom and suggest that she contact the local Emergency Program Coordinator if the Society had, in fact, proposed making the building available for use as a cooling centre.

Commissioner Euper left the meeting at 5:10 pm.

- 7.2. Assessment of progress on 5 Year Master Plan
Deferred

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 Askin and **SECONDED** by Commissioner Banelis,
That the Mayne Island Parks and Recreation Commission meeting be adjourned.
CARRIED

The meeting adjourned at 5:15 pm

Debra Bell, Chair

DATE

Lauren Edwards, Recorder

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

(A) Operating Funds	Dinner Bay	Miners Bay	Cotton	Village	Henderson	Trails Other Parks	Janitorial Plumbing	CRD charges	Contingency Other	Cost recovery	
Opening Budget 2022	11000	6000	5000	2000	3000	7000	26000	10000	20403	2500	92903
Opening balance July 1	6391	3122	2441	770	2128	272	15983	6304	18464	2787	58662
Expenses											
Hydro		-121									
Hardware/UV sleeve	32		64			210	102				
Janitorial supplies/freight							732				
Gas/Diesel (\$44+ \$236)	280										
Plumbing work							1938				
Garbage	125										
Irrigation			136								
Janitorial July 1 - 15, mileage							911				
Janitorial WCB, est.							14				
Janitorial July 16 - 31 , mileage							900				
Janitorial WCB, est.							14				
Water monitoring	170	135									
Recording secretary for June									187		
Recording secretary WCB est.									5		
CRD labour (\$69+\$103.5+\$138)								311			
Recovery for skylight(\$728-\$300)	-428										
CRD O/H + interest charges June								412			
CRD insurance/fire/accident/								2380			
CRD Vehicle charges								469			
Arborist (4)	410		102			1033					
Total Expenses	589	14	302	0	0	1243	4611	3572	192	0	10523
Remaining Budget July 31	5802	3108	2139	770	2128	-971	11372	2732	18272	2787	48139

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

(B) Donated Funds

Japanese Garden

Opening Balance July 1, 2022	16990
Plus: Interest income - June	33
Less: CRD overhead allocation	85
Courier	21
Hydro	121
Hardware (\$16 + \$30)	46
Closing Balance July 31, 2022	16750

Putting Green/Disc Golf/

Opening /Closing balance July, 2022	734
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Adachi Rental

(C) Recreation Funds

Opening Balance July 1, 2022	46797
Plus: Interest income - June	21
Less: Meeting expenses - Saturna (\$150 + \$150 + \$120)	420
CRD overhead allocation	177
Closing Balance July 31, 2022	46221

(D) Capital Funds (Unallocated)

Opening balance July 1, 2022	110746
Plus: Interest income - June	201
Closing balance July 31, 2022	110947

(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 Water System Upgrade	1503
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	21846
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1.475 Mayne Island Community Parks & Rec						19,219												Prescribed Inflation Rate (except electricity, Salary & Wages)		2023 => 3% 2024-2027 => 2%	
CC	Name	GL	GL Name	Actuals	Actuals	Actuals	Budget	Actuals	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Notes			
				2020	2021	April (Report date@May09)	2022	Est	2023 Preliminary Budget	2023 Commission Adjustments	Ongoing	One-Time	Total	2024	2025	2026	2027				
100707 SGI May Cpk Rev																					
			420600 Donations	(500)	(500)	-	-														
			422300 Recovery Cost	(820)	(258)	(287)	(2,500)	(1,500)	(2,580)					(2,580)	(2,630)	(2,680)	(2,730)	(2,780)			
			429000 Interest Income	(288)	(233)	-	(200)	(200)	(210)					(210)	(210)	(210)	(210)	(210)			
			430000 Grant In Lieu- Fed	(62)	(69)	(68)	(70)	(70)	(70)					(70)	(70)	(70)	(70)	(70)			
			486000 Req Mun EA Other	(81,263)	(83,215)	-	(90,403)	(90,403)	(93,012)					(93,012)	(95,067)	(96,684)	(98,332)	(100,011)			
100707			Subtotal	(82,933)	(84,275)	(355)	(93,173)	(92,173)	(95,872)	-	-	-	(95,872)	(97,977)	(99,644)	(101,342)	(103,071)				
													2.9%		2.2%	1.7%	1.7%	1.7%		*Requisition % increase over prior year	
100708 SGI May Cpk Exp																					
			501000 Travel Expenses CRD	-	75	-	530	-	550					550	560	570	580	590			
			501040 CRD Vehicles -ORDERS	192	1,001	97	500	1,000	520	500				1,020	1,040	1,060	1,080	1,100			
			506010 Insurance-PublicLiab	120	120	-	120	120	130					130	140	150	160	170			
			506030 Insurance- Fire	1,240	1,280	-	1,750	1,750	2,030					2,030	2,130	2,240	2,350	2,470			
			506050 Insurance-GroupAccid	410	400	-	440	440	480					480	500	530	560	590			
			506090 Insurance- SrvcContr	90	1,690	-	1,690	1,690	1,740					1,740	1,770	1,810	1,850	1,890			
			514740 Park Improvement	9,837	3,398	70	11,010	4,000	11,340	(3,000)				8,340	8,510	8,680	8,850	9,030			
			514880 Meeting Expenses	2,472	1,811	640	2,000	2,000	2,060					2,060	2,100	2,140	2,180	2,220			
			515150 Printing	2,252	1,530	225	3,570	3,570	3,680					3,680	3,750	3,830	3,910	3,990			
			530010 Alloc - Standard OH	2,877	3,504	1,274	3,823	3,823	3,752					3,752	3,827	3,904	3,982	4,061			
			530050 Alloc - RealEstate Srv	1,395	5,538	1,277	2,040	2,040	2,100					2,100	2,140	2,180	2,220	2,260			
			535000 Gas & Lubricants	713	511	-	1,050	600	1,080	(400)				680	690	700	710	720			
			535090 Electricity	1,433	1,112	1,163	1,800	2,500	1,840	700				2,540	2,590	2,640	2,690	2,740		CRD guideline recommends 2% increase	
			535100 Garbage Disposal	44	276	-	570	570	590					590	600	610	620	630			
			536000 ParksMaintnceExpenses	34,178	32,239	12,592	36,290	40,000	37,380	3,000				40,380	41,190	42,010	42,850	43,710			
			538000 Supplies - Office	32	11	-	220	220	230					230	230	230	230	230			
			538070 Supplies-Janitorial	1,674	2,161	834	2,540	2,500	2,620					2,620	2,670	2,720	2,770	2,830			
			599200 Contingency	-	-	1,368	5,000	5,000	5,150					5,150	5,250	5,360	5,470	5,580		First Nations Cultural Monitor Contingency	
			570010 Interest - Internal	200	200	34	100	100	100					100	100	100	100	100			
100708			Subtotal	59,159	56,857	19,574	75,043	71,923	77,372	800	-	-	78,172	79,787	81,464	83,162	84,911				
101608 SGI May Cpk Trf Fd																					
			547040 TrsftrsToCapResFund	23,774	27,418	-	18,130	20,250	18,500	(800)				17,700	18,190	18,180	18,180	18,160		Using inflation% is not recommended ; to have a round amount	
101608			Subtotal	23,774	27,418	-	18,130	20,250	18,500	(800)	-	-	17,700	18,190	18,180	18,180	18,180	18,160			
1.475 Mayne Island Community Pa																					
			Grand Total	-	-	19,219	-	-	-	-	-	-	-	-	-	-	-	-			

CAPITAL REGIONAL DISTRICT CAP

FIVE YEAR FINANCIAL				
Proj. No.	Capital Project Title	Capital Project Description	Total Proj Budget	Fundin g Source
22-01	Miners Bay washrooms	Upgrade washroom facilities; sinks; pressure assist toilet	\$4,000	Res
22-02	Fitness Circuit	Complete walking track at Dinner Bay - Phase 1	\$10,000	Res
22-03	Miners Bay Christmas Lights	Replace Christmas tree lights with energy efficient lights	\$5,000	Res
22-04	Recycling Centre	Build recycling centre at Dinner Bay	\$2,000	Res
23-01	Dinner Bay water; pumphouse upgrade	Upgrade water system; insulate and redo pumphouse	\$10,000	Res
23-02	Dinner Bay washrooms	Upgrade washroom facilities; flush valves	\$3,000	Res
23-03	Adachi Pavilion Pergola	Rebuild pergola at Adachi Pavilion due to rot	\$7,000	Res
23-04	Fitness Circuit equipment	Instal fitness equipment at Dinner Bay - Phase 2	\$30,000	Grant
23-05	Japanese Memorial Garden Torii Gate	Replace foundation and reinstal Torii Gate at JMG	\$5,000	Res
23-06	Vulture Ridge Summit	Safety and landscaping improvement at Vulture Ridge Summit	\$2,000	Res
24-01	Village Bay Boat Ramp	Upgrade boat ramp for safety of users and environment	\$10,000	Res
24-02	Miners Bay parking wall	Instal a retaining wall in front of the street parking	\$2,000	Res
25-01	Dinner Bay well pumps	Replace two well pumps	\$5,000	Res
25-02	Kippen Road staircase	Replace heavy wooden staircase with lighter metal staircase	\$15,000	Res
26-01	Adachi Pavilion kitchen	Replace fridges and stove	\$4,000	Res

Grand Total			\$ 114,000	

ITAL PLAN

Service #:

1.475

Service Name:

Mayne Island Community Parks

PLAN							
C/F from 2022	2023	2024	2025	2026	2027	5 - Year Total	
4,000	-	-	-	-	-	\$ 4,000	Project has not been initiated. Should it be ca
10,000	-	-	-	-	-	\$ 10,000	Project has not been initiated. Should it be ca
5,000	-	-	-	-	-	\$ 5,000	Project has not been initiated. Should it be ca
2,000	-	-	-	-	-	\$ 2,000	Project has not been initiated. Should it be ca
-	10,000	-	-	-	-	\$ 10,000	
-	3,000	-	-	-	-	\$ 3,000	
	7,000					\$ 7,000	
-	30,000	-	-	-	-	\$ 30,000	
	5,000					\$ 5,000	
	2,000					\$ 2,000	
		10,000				\$ 10,000	
-		2,000	-	-	-	\$ 2,000	
-	-		5,000	-	-	\$ 5,000	
-	-	-	15,000	-	-	\$ 15,000	
				4,000		\$ 4,000	

						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
\$ 21,000	\$ 57,000	\$ 12,000	\$ 20,000	\$ 4,000	\$ -	\$ 114,000

arried forward to 2023? If it will be initiated in 2022, please remove from the list.

arried forward to 2023? If it will be initiated in 2022, please remove from the list.

arried forward to 2023? If it will be initiated in 2022, please remove from the list.

arried forward to 2023? If it will be initiated in 2022, please remove from the list.

1.476 Mayne Island Community Parks Donations

1.476 Mayne Island Community Parks Donations				(16,510)	(16,041)	(18,486)	-	(12,085)	25	(25)	-	-	-	-	-	-	-	-	-	-		
CC	Name	GL	GL Name	Actuals	Actuals	Actuals	Budget	Actuals	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget		
				2020	2021	April (Report date@May09)	2022	Est	2023	2023	Ongoing	One-Time	Total	2024	2025	2026	2027					
				Preliminary Budget Commission Adjustments																		
100710	SGI May CPk Japa Gar			(9,599)	(8,726)	(4,531)	(6,000)	(7,000)	(6,180)	(1,000)			(7,180)	(7,320)	(7,470)	(7,620)	(7,770)					
		420600	Donations																			
		426000	Misc Revenue																			
		429000	Interest Income																			
		490000	Surplus																			
100710	Subtotal			(28,473)	(25,668)	(20,622)	(22,141)	(23,141)	(18,365)	(1,000)	-	-	(19,365)	(7,420)	(7,570)	(7,720)	(7,870)					
100711	SGI May CPk Jap Exp																					
		514010	Postage & Freight																			
		514740	Park Improvement																			
		514880	Meeting Expenses																			
		515150	Printing																			
		530010	Alloc - Standard OH																			
		535000	Gas & Lubricants																			
		535090	Electricity																			
		536000	Parks/Maintce/Expenses																			
		538130	Supplies - Operating																			
100711	Subtotal			12,013	10,004	2,761	22,141	11,466	18,390	1,375	-	-	19,765	7,830	7,990	8,150	8,310					
101638	SGI DinrBPK Donation																					
		420600	Donations																			
		426000	Misc Revenue																			
		538130	Supplies - Operating																			
101638	Subtotal			(50)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
101926	SGI May CPk Dinner																					
		404000	Fees- Special Events																			
		429000	Interest Income																			
101926	Subtotal			-	(377)	(625)	(410)	(820)	(420)	(400)	-	-	(820)	(840)	(860)	(880)	(900)					
101927	SGI May CP DinnerExp																					
		514660	Cleaning Services																			
101927	Subtotal			-	-	-	410	410	420	-	-	-	420	430	440	450	460					
1.476	Mayne Island Community Parks Donal	Grand Total		(16,510)	(16,041)	(18,486)	-	(12,085)	25	(25)	-	-	-	-	-	-	-					

Prescribed Inflation Rate
(except electricity, Salary
& Wages)

2023 => 3%
2024-2027 => 2%

Surplus is forecasted as it is customarily in the service-fee free to update column K to reach a new surplus\$.

Budget is usually balanced on this line.

CRD guideline recommends 2% increase

1.478 Mayne Island Community Rec.																						<div>Prescribed Inflation Rate (except electricity, Salary & Wages)</div> <div>2023 => 3% 2024-2027 => 2%</div>			
		(8,174)	(13,734)	-	(7,500)	4,850	(4,850)	-	-	-	-	-	-	-	-	-	-								
		Actuals	Actuals	Actuals	Budget	Actuals	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget								
		April (Report date@May09)																							
CC	Name	GL	GL Name	2020	2021	2022	Estimated	2023	2023 Commission Adjustments	Ongoing	One-Time	Total	2024	2025	2026	2027	Notes								
100713 SGI Mayne CRec Rev																									
		429000 Interest Income		(105)	(174)	(34)	(30)	(30)				(30)	(30)	(30)	(30)	(30)									
		430000 Grant In Lieu- Fed		(26)	(28)	(28)	(30)	(28)				(30)	(30)	(30)	(30)	(30)									
		486000 Req Mun EA Other		(32,797)	(34,209)	(13,734)	(34,890)	(34,890)				(35,740)	(36,660)	(37,390)	(38,140)	(38,900)									
		490000 Surplus		(2,892)	(8,174)	(13,734)	(13,734)	(13,734)				(7,500)					Surplus CFW is forecasted as it is customarily in the service; Surplus used against an increase in Requisition-fee free to update column K to get a new surplus \$								
100713		Subtotal		(35,820)	(42,585)	(13,796)	(48,684)	(48,682)	(43,300)	-	-	-	2.4%	(36,720)	(37,450)	(38,200)	(38,960)								
																		*Requisition % increase over prior year							
100714 SGI Mayne CRec Exp																									
		506010 Insurance-PublicLiab		100	50	-	60	60	70			70	70	70	70	70									
		514230 VolunteerApprnDinner		557	1,514	-	1,700	800	1,750	50		1,800	1,840	1,880	1,920	1,960									
		514880 Meeting Expenses		103	300	-	300	1,000	310	700		1,010	1,030	1,050	1,070	1,090									
		515040 Recreation Programs		24,388	24,805	-	42,042	35,000	37,556	(5,600)		31,956	29,087	29,667	30,267	30,875	Budget is normally balanced on this line								
		515140 Blueprinting & Maps		368	167	-	200	200	210			210	210	210	210	210									
		515180 SpecialEventsExpense		716	388		376	2,760	5,820			5,820	2,000	2,040	2,080	2,120	2023 Commonality meeting. 2024 onwards ,Debra								
		530010 Alloc - Standard OH		1,414	1,627		707	2,122	2,434			2,434	2,483	2,533	2,583	2,635									
		570010 Interest - Internal		-	-		-	-	-			-	-	-	-	-									
100714		Subtotal		27,646	28,851	1,083	48,684	41,182	48,150	(4,850)	-	-	43,300	36,720	37,450	38,200	38,960								
1.478 Mayne Island Community Rec.		Grand Total		(8,174)	(13,734)	(12,713)	-	(7,500)	4,850	(4,850)	-	-	-	-	-	-	-								



FOLLOW-UP ACTION REPORT

July 2022

Date Raised	Activity	Responsibility	Date Due	Status
ADMINISTRATION				
Jan 2021	Retreat – July 15 th	Debra	August	Update
July 2021	Occupational Health and Safety Policy requirement			
Mar 2022	- Sign on tractor shed door re: refueling/ purchase of eye wash station	Kestutis	August	Report
	- Water emerg. response plan at MB/DB updated/unlabelled tank	Bill W	August	Report
	Asset Retirement Obligations follow up with CRD	Debra	ASAP	In progress
Dec 2021	Updated Supplement to Commissioner Handbook	Jane/Debra et al	July	Completed
2022	Email/telephone	Michael	Pending	In progress
Mar 2022	Sharepoint system for commission	Debra	Summer	With CRD
June 2022	Fallow aka Feral deer	Michael	August	Update report
July 2022	Volunteer BBQ August 18, 2022	All	August	Progress report
COMMITTEES				
Parks Master Plan:				
Jan 2021	Exclude Master Plan in OCP	Peter Debra Veronica Debra		w. Islands Trust
Land Acquisition:				
July 2021	Synthesize information to date and bring forward recommendation	Peter/Veronica/Michael	August	Report
Memorial Plaques:				
2021	New backing board for Miners Bay Notice Board	Gareth G	In progress	In progress
Sanitation				
Aug 2020	Dinner Bay - Locate septic system field	Debra//Veronica/Kestutis Kestutis/Michael	Summer	In progress

Date Raised	Activity	Responsibility	Date Due	Status
Aug 2020 Mar 2022	Dinner Bay – Garbage/recycling system rebuild Chamber of Commerce letter re: support	Kestutis Michael	Summer August	In progress Update
June 2022	Recreational Funding Assessment of applications and recommendations	Veronica/Peter/Jane	August	Re[prt
Jan 2022 Mar 2022	Information Technology Website; org. chart Imprest account for e- transfer query	Michael/Kestutis/Jane Michael Debra	Unknown	Pending With CRD
Jan 2022 Mar 2022	Fitness Track Plan and pricing	Michael/Kestutis/Jane Michael	August	Report
	PARKS Miners Bay			
2019	Bandstand repair/painting – - perimeter concrete work by Lance	Adrian/Debra Lance	Spring '22 Aug/Sept	Pending Report
July 2021	Water usage and well level	Bill W/Debra	Fall 2021	With Bill W.
Mar 2022	Brushing/bailing well	Debra	Pending	w Red Williams
Mar 2022	Library Heat pump system	Michael	August	Update report
	Dinner Bay			
Dec 2020 July 2021	Lions Building – Licensing agreement/letter agreement Monthly playground assessment	Debra Kestutis	ASAP July	With Lions Report
	Japanese Memorial Garden			
Nov 2021 Feb 2022	Initiatives re: social media and commercial activity Art Show details	Michael Michael	Unknown August	In progress Update report
May 2021	Emma and Felix Jack Park			

Date Raised	Activity	Responsibility	Date Due	Status
Mar 2021	Technical amendment to zoning requested by resident	Debra/Michael		w. Islands Trust
	Village Bay Park			
July 2022	Finish weed whacking	Peter	August	Report
July 2022	Removal of large trash/discussion with Mayne Garbage Services	Jane	August	Report
	Trail Network Development/Pocket Parks			
Feb 2021	Anson Road; signs and revegetation	Kestutis	Fall 2022	In progress
2021	Conconi Reef – tree on cable lines	Kestutis	???	With Shaw
July 2021	Hiking and Walking Trail brochure	Peter/Michael	August	Progress Report
Jan 2022	Plan for safety assessment for all trails/parking lots; etc.	Peter/Kestutis/Adrian		
April 2022	- Development of shared calendar system	Michael/Kestutis	August	Report
Mar 2022	- Further guidelines on Danger Trees (see. 5.2.1 and 5.2.4 of Minutes)	Peter (Kes/Adrian)	August	Report
	Boat Ramps			
Feb 2022	David Cove/Village Bay ramp repair and tenure renewals	Debra	pending	With CRD
	Commercial ramp usage	Debra	In progress	Working with CRD



Technology Committee

07 august, 2022

1. Nothing to report

End



Fitness track development

07 August, 2022

1. Nothing to report at this time

End



Japanese Memorial Garden

07 August, 2022

1. The Quilt show on July 23rd was a huge success.
 - a. The show organizers estimate that there were at least 580 visitors who viewed the displays.
 - b. The only organizational issue that was brought forward was that the hand towels ran out in the women's washroom at around 1:30 in the afternoon.
2. The Art Show on July 24th was a great success
 - a. There were approximately 300 people who attend the show.
 - b. A sculpture by Lance Shook remains in the garden. It will stay in place until October.
3. Work is starting on the replacement of the "shishi odoshi" – the deer scarer. The difficult to find bamboo has been acquired through donation. The shishi odoshi should be in place by the end of August.
4. A sign is being made for the entrance of the Garden. It is to hang on the backdrop fence behind the commemorative marker. Three horizontal cedar planks stacked vertically will bear the words Japanese Memorial Garden in approximately 6" high routed letters. Each plank will be finished with a clear preservative. The cedar has been donated and the work is being done by a volunteer.
