



Minutes for a meeting of the Mayne Island Parks and Recreation Commission

Location: Mayne Island Library, 411 Naylor Road, Mayne Island, BC

Date/Time: May 8, 2025 3:00 pm

Present: Debra Bell (Chair) Jacquie Burrows, (Treasurer) Veronica Euper
 Adrian Wright Kestutis Banelis
 Lauren Edwards (Recorder)

Absent: Michael Kilpatrick, (Vice Chair)
 Glyn Legge
 Paul Brent, Director, CRD, Southern Gulf Islands

The meeting was called to order at 3:00 pm

1. Territorial Acknowledgement

We are honoured to be meeting on the traditional lands of the Coast Salish First Nations. We respect and value the longstanding relationship they have with the land and seawaters that continues to this day.

2. Approval of Agenda

MOVED by Commissioner Bell and **SECONDED** by Commissioner Burrows that the agenda be approved as presented.
CARRIED

3. Adoption of Minutes of April 10, 2025

MOVED by Commissioner Bell and **SECONDED** by Commissioner Euper, that the minutes of April 10, 2025 be approved as presented.
CARRIED

4. Chair's Remarks

Commissioners Kilpatrick and Bell and volunteer Lauren Edwards were acknowledged for their help with the Easter festivities at Dinner Bay Park. Commissioner Banelis was thanked for the hard work done on the Adachi pavilion and Commissioner Wright was thanked for his work maintaining the septic systems.

5. Reports

5.1. Treasurer's Reports

5.1.1. Treasurer's Report for the period April 1 – April 30, 2025

The report was received with the agenda.

MOVED by Commissioner Burrows and **SECONDED** by Commissioner Banelis that the Treasurer's report for the period April 1, 2025 to April 31, 2025 be approved as presented.

CARRIED

5.1.2. Finance/Local Matters Update – no report

5.2. Administration

5.2.1. Follow up Action Report (not covered elsewhere)

a) Calendar items:

- May: Review and update the asset list.
- June: Advertise for recreational grant applications and present the Dave Bentham Award.
- July and August: Canada Day celebration, capital budget preparation and volunteer appreciation barbecue.

b) CRD website review: To be discussed at the next meeting.

c) Track surface: The work on the track surface will begin in September.

d) Rear blade grader for tractor: The use, storage and timing for obtaining the grader was discussed. Further information and discussion will occur.

e) New exterior lighting on the library: Installation completed.

f) Develop a list of improvement projects at Dinner Bay: It was discussed and agreed to remove this item from the follow-up list.

g) Comment regarding Park Zoning for Felix Jack Park: It was reported that the Mayne Island Cooperative has completed a survey of the park and published an article in the MayneLiner of their proposed changes.

5.2.2. Health and Safety Concerns

It was reported that work was completed on the baseball field to repair damage caused by a vehicle.

5.2.3. Events

A report was received with the agenda.

a) May Day Event: Discussed the preparation of Miners Bay Park for the event.

b) ParticipACTION: Discussion occurred regarding Parks involvement in this event. More information is required.

c) Community Roundtable April 15, 2025: No report

- d) Volunteer BBQ: Commissioners agreed to hold the event on Wednesday, August 6th subject to availability of the Adachi Pavilion.

5.2.4. Master Plan update

- It was reported that the committee discussed First Nations engagement and that commissioners will have an opportunity to review CRD outreach in advance.
- Discussed having a table at the Farmer's Market at the Ag Hall grounds.
- Commissioner Kilpatrick resigned from the committee.

5.2.5. Supplement to the Commissioner's Handbook

It was **MOVED by Commissioner Bell** and **SECONDED** by Commissioner Euper that Mayne Island Parks and Recreation Commission approve the updated Supplement to the Commissioner's Handbook (2025) as distributed.

CARRIED

5.2.6. Recreational Funding

- July 31st is the deadline for receiving applications.
- An ad will be put in the June MayneLiner.
- Commissioner Burrows will review the form for any changes and the online form will be updated as necessary.

5.3. Committees

5.3.1. Fitness Circuit and Putting Green

It was reported that:

- The contractor would like to do a site visit.
- A second estimate was received for the base of the putting green as well as drainage for the baseball field area.
- The artificial turf has a 20 - 25 year life span.

5.3.2. Sanitation

- It was reported that CRD had been consulted and GFL Environmental provided an estimate for the removal of garbage bags in the pit toilet at Village Bay Park. It was discussed and agreed that the work can be deferred and the issue will be monitored periodically.
- Commissioner Wright reported that he attended the MIWSS water workshop.

5.4. Parks

5.4.1. Miners Bay

- The grass will be mowed before the May Day celebration.
- The split rail fence had to be reassembled again.

- The boulder placement project will be discussed next month.

5.4.2. Dinner Bay

- The Adachi Pavilion roof cleaning: This task took several hours and should be scheduled for cleaning every year. The skylights will be scheduled for cleaning.
- Disc walker: Replacement wheels were found that may be suitable if they can be welded.
- Disc Golf: The tournament had a good turnout.
- Hydro expense: The bill was expensive due to the heat inadvertently being turned on. The temperature control will be taped over to avoid this in future.
- The Adachi Pavilion kitchen: Cleaning will be done in the spring and fall.

5.4.3. Cotton Park

- An estimate for a new sign below the park name sign is expected.
- A tree is hung up on three arbutus trees near the Orca trail. It will be further investigated.

5.4.4. Henderson Park

The kiosk sign is in progress.

5.4.5. Japanese Memorial Garden

A report was received with the agenda.

Discussed ways to make the donation box more secure from theft.

5.4.6. Trail Committee – no report.

6. Correspondence/Meetings

6.1. Emails with Mayne Island Lions Club regarding Easter festivities.

6.2. Email and information update from Mayne Island Skateboard Society.

- It was reported there have been letters of support for this program.

6.3. Telephone call from representative of Miners Bay Farmers Market Society.

- The Miners Bay Farmers Market Society has been formed and would like to use Miners Bay Park as the site for their activities.

6.4. Emails to/from contractor regarding Dinner Bay putting green.

6.5. Emails to/from Mayne Island Collective regarding Emma and Felix Jack Park.

Mayne Island Parks and Recreation Commission

Minutes for: May 8, 2025

- 6.6. Emails to/from Mayne Island Conservancy Society regarding new sign at Henderson Park.
- 6.7. Emails to/from environmental waste disposal companies regarding Village Bay.
- 6.8. Email from individual regarding playground equipment at Dinner Bay Park.
- 6.9. Letter of support for Mayne Island Skateboard Society from Mayne Island Agricultural Society.
- 6.10. Letter of support for Mayne Island Skateboard Society from island resident.

7. New Business

8. Motion to Close the Meeting in accordance with Community Charter Part 4, Division 3, Section 90

9. Rise and Report

10. Meeting Adjournment

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

The meeting adjourned at 4:50 pm

Original signed by

June 12, 2025

Debra Bell, Chair

DATE

Original signed by

Lauren Edwards, Recorder