



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

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

Date/Time: July 10, 2025 3:00 pm

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

Absent: Paul Brent, Director, CRD, Southern Gulf Islands

The meeting was called to order at 3:00 pm.

1. Territorial Acknowledgement

We are honoured to meet on the traditional lands of the Coast Salish First Nations and we value their longstanding relationship with these lands and waters.

2. Approval of Agenda

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

CARRIED

3. Adoption of Minutes of June 12, 2025

MOVED by Commissioner Bell and **SECONDED** by Commissioner Kilpatrick,
that the minutes of June 12, 2025 be approved as presented.

CARRIED

4. Chair's Remarks

The Canada Day event was a fun success and included a fly over by a Search and Rescue helicopter. Commissioners who participated were thanked for their hard work.

5. Reports

5.1. Treasurer's Reports

5.1.1. Treasurer's Report for the period June 1 - 30, 2025

A report was received with the agenda.

ADOPTED

MOVED by Commissioner Burrows and **SECONDED** by Commissioner Wright that the Treasurer's report for the period June 1, 2025 to June 30, 2025 be approved as presented.

CARRIED

5.1.2. Finance/Local Matters

A report was received with the agenda.

- a) Budget Planning Committee: Commissioner Legge agreed to participate in committee work. Commissioners were asked to submit capital project suggestions. Budget planning should be in order for September.
- b) The Community Work Fund Grant was received.

- a) Motion on Dave Bentham award

MOVED by Commissioner Burrows and **SECONDED** by Commissioner Legge that the Mayne Island Parks and Recreation Commission approve the granting of the 2025 Dave Bentham honorarium in the amount of \$300 to this year's recipient of Mayne Island School.

CARRIED

5.2. Administration

5.2.1. Follow up Action Report (not covered elsewhere)

- a) Calendar items: Volunteer appreciation barbecue, capital plan budget and recreational funding.
- b) Civic addresses for parks: Blue address signs will be ordered and installed at main park entrances.
- c) New Horizons for Seniors Program (NHSP): The seniors fitness program is going well and new posters will reference NHSP support and logos.
- d) Holiday tree lights: To meet the requirements for SGI Electrical Services to install GFI breakers in the library basement, Commissioners Kilpatrick and Banelis will design and build a waterproof box to replace the box currently on the tree and chain will be used to secure the box in place.
- e) Lions request for use of Miners Bay Park: This item to be removed from the Follow-up Report.
- f) Felix Jack Park: Discussed grass mowing for accessibility to some areas and for fire prevention purposes as well as keeping grass longer in some areas for aesthetics and moisture retention at the base. Recommend the park be fully mowed in the fall to manage invasive weed seeds.
- g) Trail development between Laura Pt and Neill Rd: Commissioner Kilpatrick will discuss this project with Irene Barrett, Mayne Island Pathways and Trails Association.

5.2.2. Health and Safety Concerns

- A playground rocker is coming out of the gravel and will be checked over for safety.
- Discussion occurred regarding the use of playground equipment by adults which risks injury and causes maintenance issues.
- Signage was discussed.

5.2.3. Events

A report was received with the agenda.

- a) Aqua Chautauqua is scheduled for August 5th and 6th and some events will be held at Miners Bay Park.
- b) ParticipACTION: Park use entries during the last two weeks of June showed Kim Road Park received the most entries and Cotton Park was second. There were a few entries at Henderson Hill and Dinner Bay Park and there were over 500 entries recorded.
- c) Volunteer BBQ: Commissioners were asked to send their volunteer invitation list to Commissioner Bell. General information will be published in the MayneLiner. Refreshments and flowers were confirmed. The Bistro is calculating their price for 80 people and tables and chairs will be arranged with the Lions Club.

5.2.4. Master Plan update

- Commissioner Legge will work on the language and Commissioner Banelis will provide long-term tree management information.
- It was discussed and decided that a public meeting will not be scheduled at this time.

5.2.5. Hiking and Walking Trail brochure

- Graphics and text work is in progress.

5.3. Committees

5.3.1. Fitness Circuit and Putting Green

- There was a meeting with the putting green contractor and a quote is pending.
- The fitness circuit looks great after having the grass removed.

5.3.2. Sanitation

- a) Miners Bay: A faucet leak in the ladies washroom was repaired.
- b) Motion on monitor recognition

MOVED by Commissioner Burrows and **SECONDED** by Commissioner Bell that the Mayne Island Parks and Recreation Commission award the two Miners Bay washroom monitors \$200 each in recognition of their volunteer services every six months in 2025 with the first payment in June 2025 and the second payment in December 2025.

CARRIED

It was discussed and agreed that the washroom closure times won't be changed for the summer.

MOVED by Commissioner Kilpatrick and **SECONDED** by Commissioner Burrows that the Capital Regional District be requested to replace the underused bylaw SUV with a CRD pickup truck made accessible to Mayne Island Parks and Recreation Commission for occasional use of moving materials.

CARRIED

5.3.3. Recreational Funding

Three applications have been received to date. The committee will schedule a meeting to review the applications.

5.3.4. Trails

A report was received with the agenda.

An arbutus tree on the Doreen McCloud Trail is leaning low over the trail and impedes hikers. The tree will be assessed for removal.

5.3.5. All Wheels Skatepark – committee of the whole

MOVED by Commissioner Bell and **SECONDED** by Commissioner Kilpatrick that Mayne Island Parks and Recreation Commission form an All-Wheels Skatepark Committee of the Whole.

CARRIED

The first meeting to follow the general meeting on July 10, 2025.

5.4. Parks

5.4.1. Miners Bay

5.4.2. Dinner Bay

- a) Disc walker: The replaced wheels were installed.
- b) BC Hydro ReGreening project: The plantings are being sourced.

Mayne Island Parks and Recreation Commission

Minutes for: July 10, 2025

5.4.3. Cotton Park

A report was received with the agenda.

5.4.4. Village Bay

Commissioner Burrows was recognized for the excellent work she and some family members did to clean the pit toilet building, including the roof and walls, and replacing dispensers, etc.

5.4.5. Henderson Park

A report was received with the agenda.

5.4.6. Japanese Memorial Garden

A report was received with the agenda.

6. Correspondence/Meetings

6.1. Email from Mayne Island Skateboard Society.

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

6.3. Email regarding participation in Opportunity Fair on June 14, 2025 organized by the Mayne Island Collective.

6.4. Several emails from individuals and organizations regarding ParticipACTION.

6.5. Email to Chamber of Commerce regarding binocular installations.

6.6. Emails to/from organizers of Canada Day celebration.

6.7. Email from CRD advising of numbered addresses for community parks. Kindly assisted by the Mayne Island Fire Department.

6.8. Email from Island Wildlife regarding release of four squirrels in Henderson Park.

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

The meeting adjourned at 4:51 p.m.

Original signed by

August 13, 2025

Debra Bell, Chair

DATE

Original signed by

Lauren Edwards, Recorder