



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

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

Date/Time: August 14, 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 - Jacquie

We acknowledge that we are meeting on the traditional and ancestral territory of the Coast Salish First Nations.

2. Approval of Agenda

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

3. Adoption of Minutes of July 10, 2025

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

4. Chair's Remarks

Commissioners were thanked for their help with the volunteer dinner which was a great success and was appreciated by the volunteers.

5. Reports

5.1. Treasurer's Reports

- 5.1.1. Treasurer's Report for the period July 1 - 31, 2025
A report was received with the agenda.

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

CARRIED

5.1.2. Finance/Information

A report was received with the agenda.

Donations were substantial this month. Sixty percent of the budget to date has been spent on washroom repairs and maintenance.

5.2. Administration

5.2.1. Follow up Action Report (not covered elsewhere)

- a) Bylaws: Justine Starke, CRD, to attend an upcoming meeting to address new bylaws.
- b) Calendar: Scheduled items are the Kippen Road staircase in October and land acquisition discussion at the end of the calendar year.
- c) Civic address signs: Six signs were ordered and will be picked up next week.
- d) Seniors fitness program: Posters were updated online and bulletin board signs will be replaced.
- e) Fitness track: Pathway gravel will wait until the putting green is done in September.
- f) BC Hydro ReGreening grant: Trees are not received yet. Planting to be done in the fall. Previously planted trees have received a good deal of water. The grant reporting deadline is September and December.
- g) Garbage bin: The bin will be picked up.
- h) Rock installation next to Village Bay Road: The work is completed.

MOVED by Commissioner Burrows and **SECONDED** by Commissioner Bell that Mayne Island Parks and Recreation Commission purchase a gift certificate in the amount of \$250 at the Trading Post as an honorarium to thank a volunteer.

CARRIED

- i) Adachi Pavilion: Sealing the concrete is deferred.
- j) Dinner Bay/Playground: The rocker was investigated and does not require repair. Faucets were adjusted and set to 15 seconds.
- k) Conconi Reef Boardwalk: Work on the boardwalk is not necessary. Some rocks were put in place for stepping stones.
- l) Park signage: Signage needs will be assessed for each park and work will be completed as necessary.
- m) Trail development: It was discussed and agreed that MIPATA will be contacted to further the Laura Point/Neill Road trail development project.

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5.2.2. Health and Safety Concerns - none

5.2.3. Events

A report was received with the agenda.

- The event scheduled for August 15th should read August 5th.
- Commissioner Banelis will check the cleaning of the Adachi Pavilion after each event scheduled on September 5th, 6th and 7th.

a) Motion re: catering for Volunteer Appreciation Dinner

MOVED by Commissioner Burrows and **SECONDED** by Commissioner Legge that Mayne Island Parks and Recreation Commission approve the invoice from the Bennett Bay Bistro for the volunteer appreciation dinner in the amount of \$1,890.

CARRIED

5.2.4. Master Plan update

- Updates will be deferred until after September 2nd when the survey period has ended.
- CRD requested 10-year planning with capacity funding for First Nations consultation during 2026 and CRD support for wording.

5.2.5. Hiking and Walking Trail brochure

The mock-up will be reviewed next week and will include only maps and information.

5.3. Committees

5.3.1. Fitness Circuit and Putting Green – Motion re: putting green

MOVED by Commissioner Bell and **SECONDED** by Commissioner Kilpatrick that Mayne Island Parks and Recreation Commission enter into a contract with Coast Diversified Services DBA Precision Greens for installation of the putting green at Dinner Bay Park.

CARRIED

5.3.2. Sanitation

- The hours of operation for Miners Bay washrooms were discussed which included the support of the volunteer monitors and the risk for vandalism.
- Extended Miners Bay washroom hours will be posted on the doors.

5.3.3. Trails

A report was received with the agenda.

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- Trees that fell recently at Plumper Pass, Doreen McCloud Trail and Japanese Garden have all been cleared.

5.3.4. All Wheels Skatepark – update

The Mayne Island Skateboard Society will provide an update in the near future.

5.4. Parks

5.4.1. Miners Bay

5.4.2. Dinner Bay

5.4.3. Cotton Park

A report was received with the agenda.

5.4.4. Henderson Park

Progress is being made with the Conservancy regarding the trail kiosk and the new trail map should be ready by the end of the month.

5.4.5. Japanese Memorial Garden

A report was received with the agenda.

Due to low water levels, biomass will be removed from the pond to help keep the waterfalls running.

6. Correspondence/Meetings

6.1. Emails from Mayne Island Skateboard Society.

6.2. Meeting with and emails to/from contractor regarding Dinner Bay putting green.

6.3. Emails and request regarding Miners Bay washroom hours.

6.4. Email from island resident concerning the zoning of Miners Bay Park.

6.5. Email from resident regarding condition of grass at Dinner Bay Park and a drag harrow.

- A response will be sent.

6.6. Email from resident regarding privately owned boat on park property.

6.7. Email from New Horizons for Seniors program inviting applications for 2026 funding.

- It was discussed and agreed that an application will be submitted for the September deadline.

6.8. Email from Mayne Island Agricultural Society regarding Fall Fair booth August 16, 2025.

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- Commissioners confirmed scheduled times to man the booth.

7. New Business

7.1. Recreational Funding Applications for 2025/2026 – Motion

Recreational Funding Applications for 2025/2026

MOVED by Commissioner Burrows and **SECONDED** by Commissioner Euper that Mayne Island Parks and Recreation Commission adopt the recommendations of the Recreational Funding Committee for 2025/2026 funding allocations to the following recreational services:

Name of Applicant	
Carol Meldrum (Yoga Bear)	\$ 800
Gulf Islands Centre for Ecological Learning Society	2,000
Mayne Island Assisted Living Society	2,000
Mayne Island Community Centre	2,500
Mayne Island Conservancy Society	2,000
Mayne Island Cribbage Club	1,000
Mayne Island Disc Golf Club	1,250
Mayne Island Early Childhood Society	1,750
Mayne Island Lions Club	1,200
Mayne Island Social Tennis Club	1,100
Mayne Island Pickleball Club	1,100
Mayne Island Quilters Guild	1,600
Mayne Island Softball Club	1,000
Mayne Island Table Tennis Club	270
Mayne Island Volunteer Firefighters Association	2,000
Mayne Island Skateboard Club	1,000
Mayne School PAC	2,800
Pender Island Otters Swim Club	1,750
Arts on Mayne	1,500
Terry Fox Mayne Island Volunteers	600
Dell Maxwell	300
Tim Begley	800
Jakob Derksen	<u>300</u>
	<u>\$30,620</u>

CARRIED

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 4:47 p.m.

Original signed by

September 11, 2025

Debra Bell, Chair

DATE

Original signed by

Lauren Edwards, Recorder