



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

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

Date/Time: September 11, 2025 3:00 pm

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

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

The meeting was called to order at 3:00 pm

1. Territorial Acknowledgement

We take this opportunity to thank the Coast Salish people for their historic custodianship of these lands on which the Mayne Island Parks and Recreation Commission meet.

2. Approval of Agenda

Add: 5.4.6 Village Bay Park

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

CARRIED

3. Adoption of Minutes of August 14, 2025

Amend: 7.1 Mayne Island Skate Park to read Mayne Island Skateboard Club

MOVED by Commissioner Bell and **SECONDED** by Commissioner Euper
that the minutes of August 14, 2025 be approved as amended.

CARRIED

4. Chair's Remarks

5. Reports

5.1. Treasurer's Reports

5.1.1. Treasurer's Report for the period August 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 August 1 1, 2025 to August 31, 2025 be approved as presented.

CARRIED

- 5.1.2. Finance/Information
A report was received with the agenda.

5.2. Administration

- 5.2.1. Follow up Action Report (not covered elsewhere)
- a) SGI Draft Bylaws for Commissions: Justine Starke, CRD, to attend the November meeting to discuss this topic.
 - b) Calendar: Current items are to raise the stairway at Kippen Road beach access and the Commissioners Christmas dinner planning.
 - c) Seniors Fitness Program: Communication was sent to Tim Begley to proceed with videos.
 - d) Fitness Track: Gravel crush should be received next week.
 - e) Capital Budget: Suggestions for capital projects to be received by September 30th for consideration. Survey results will be used for capital planning. A meeting will be scheduled for the Finance Committee.
 - f) The New Horizons Seniors Grant: The application is near completion.
 - g) Dinner Bay Garbage Bin: This item to be deleted from the follow up list.
 - h) Combination Locks: The locks were purchased for Miners Bay basement and Dinner Bay Janitor's room.
 - i) Miners Bay: Washroom hours signage was installed.
 - j) Emma and Felix Jack Park: It was reported that invasive plants are being managed and the planter will be removed next week and that emails were received regarding maintenance in the park. It was discussed and agreed that, as an experiment in moisture retention, grass will not be cut for one year and then to be reviewed. The accessibility path will be cut in the spring.
 - k) Trail Signage: Each park will be individually assessed and signs will be consistent in design and include the Parks logo.
 - l) Laura Point/Neil Road Trail Development: Neighbouring properties will be contacted to help locate property boundary pins. A survey may be required.
- 5.2.2. Health and Safety Concerns
A call was received regarding a cut received from a picnic table bolt at Dinner Bay Park. The incident will be reported and picnic tables will be checked.
- 5.2.3. Events
A report was received with the agenda.
- The September 15th event was cancelled and the September 30th event will be held at Miners Bay Park.
 - Adachi kitchen rental:

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MOVED by Commissioner Kilpatrick and **SECONDED** by Commissioner Burrows that Mayne Island Parks and Recreation Commission increase the rental charge for the Adachi kitchen to \$300 effective January 1, 2026.
CARRIED

5.2.4. Master Plan update – Lions BBQ, survey results
The survey results are available for review and the Master Plan Committee will schedule a meeting.

5.2.5. Hiking and Walking Trail brochure
Alea Printing will have a proof ready soon.

5.3. Committees

5.3.1. Fitness Circuit and Putting Green

- The putting green will be finished on September 12th.
- The New Horizons Seniors Program application was discussed with regards to extending the circuit around the baseball diamond and adding one or two more pieces of fitness equipment.

5.3.2. Sanitation
A cubicle was closed for one week and the problem is being addressed.

5.3.3. Trails
A report was received with the agenda
There were very few trail reports received in August.

5.4. Parks

5.4.1. Miners Bay

- A work party will be organized to cut back blackberry bushes.
- The holiday tree lights are not expected to be removed at this point in time.

5.4.2. Dinner Bay

5.4.3. Cotton Park
A report was received with the agenda

5.4.4. Henderson Park
A report was received with the agenda

- A few wooden steps to Vulture Ridge have been fixed and upkeep of the structure is an ongoing task.
- Aluminum alternatives will be investigated where ongoing maintenance is required.
- Cost projections for infrastructure improvement on trails will be included in capital funding structure.

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- The revised map was received from Rob Underhill with changes requested for the sign.

5.4.5. Japanese Memorial Garden
A report was received with the agenda.

5.4.6. Village Bay Park
Pruning of oak trees near the wishing well will be investigated.

6. Correspondence/Meetings

- 6.1. Emails to/from Mayne Island Skateboard Society.
- 6.2. Emails to/from contractor regarding Dinner Bay putting green.
- 6.3. Email from BC Hydro ReGreening regarding deadline for reporting.
- 6.4. Thank you card delivered to Miners Bay volunteer.
- 6.5. Recreation funding cheques mailed to recipients.

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

The meeting adjourned at 4:36 p.m.

Original signed by

October 9, 2025

Debra Bell, Chair

DATE

Original signed by

Lauren Edwards, Recorder

ADOPTED