



**Meeting Minutes: Mayne Island Parks and Recreation Commission**  
**Location: Mayne Island Library, 411 Naylor Road, Mayne Island, BC**  
**Date/Time: April 9, 2026 at 3:00 pm**

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

**Absent:** Paul Brent, Director, CRD, Southern Gulf Islands  
              Adrian Wright

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

**1. Territorial Acknowledgement**

Mayne Island Parks and Recreation Commission is grateful to the Coast Salish people for their historical custodianship of these territories on which we meet today.

**2. Approval of Agenda**

**MOVED** by Commissioner Kilpatrick and **SECONDED** by Commissioner Euper that the agenda of April 9, 2026 be approved as presented.  
**CARRIED**

**3. Adoption of Minutes of March 12, 2026**

**MOVED** by Commissioner Kilpatrick and **SECONDED** by Commissioner Euper that the Minutes of March 12, 2026 be approved as presented.  
**CARRIED**

**4. Chair's Remarks**

Commissioner Burrows was thanked for her efforts to resolve the contractor insurance issue. Participants were thanked for their help at the Easter event which was attended by over 200 people.

**5. Reports**

5.1. Treasurer's Reports

5.1.1. Treasurer's Report - for the period ending March 31, 2026  
A report was received with the agenda.

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**MOVED** by Commissioner Burrows and **SECONDED** by Commissioner Banelis that Mayne Island Parks and Recreation Commission approve the Treasurer's Report from March 1 to March 31, 2026 as presented.

**CARRIED**

5.1.2. Finance/Information

A report was received with the agenda.

**MOVED** by Commissioner Burrows and **SECONDED** by Commissioner Bell that Mayne Island Parks and Recreation Commission reimburse Kathie Warning the total amount of \$1,009.59 for Easter candy.

**CARRIED**

5.2. Administration

5.2.1. Health and Safety Concerns

None reported.

5.2.2. Events

A report was received with the agenda.

5.2.3. Summer Sports Camp

Discussion occurred including that:

- Proceed using a special event permit.
- The proponent for the summer sports camp will apply for the special events permit and obtain insurance as required.

5.2.4. Follow Up Items (not covered elsewhere)

- a) Upcoming calendar items include consideration of cleaning the Adachi Pavilion roof; review/update the asset list; and upcoming advertising for recreational purchases.
- b) A review of Pender and Galiano Island Parks pages was completed.
- c) The status of the binoculars project will be checked.
- d) The Update to the Supplement for CRD's Best Practice Guide was completed.
- e) The New Horizons for Seniors grant was not awarded to MIPRC and associated projects will be removed from follow-up items.
- f) The purchase of new picnic tables was discussed including how many tables are needed, suppliers, materials and construction options.

**MOVED** by Commissioner Bell and **SECONDED** by Commissioner Legge that Mayne Island Parks and Recreation Commission approve the purchase of picnic tables in an amount not to exceed \$5,000.

**CARRIED**

- g) Sandy Hook Park fencing is complete but mulching of areas is still in progress.

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- h) Village Bay Park restoration work was completed.
- i) Boat ramps paperwork was completed and circulated. Licenses and tenures are to be completed, and the Management Plan is to be reviewed.

5.3. Committees

5.3.1. All-Wheels Skatepark – ongoing discussions

5.3.2. Fitness Circuit and Putting Green

A report was received with the agenda.

The putting green was discussed including that:

- It will be power washed as recommended by the supplier.
- A temporary fence will be installed around the area until landscaping is completed.

5.3.3. Master Plan Update

Awaiting update from CRD.

5.3.4. Sanitation

A report was received with the agenda.

The issue of potable versus non-potable water was discussed for Miners Bay and Dinner Bay Parks. It was agreed that the current status remains unchanged and the issue be deferred for more information. CRD will be contacted.

5.3.5. Trails

A report was received with the agenda.

**MOVED** by Commissioner Legge and **SECONDED** by Commissioner Burrows that Mayne Island Parks and Recreation Commission approve a sum not to exceed \$1,000 for tree removal in Plumper Pass.

**CARRIED**

5.4. Parks

5.4.1. Cotton Park

A report was received with the agenda.

5.4.2. Dinner Bay

No report submitted.

Discussion occurred regarding cleaning the Adachi Pavilion roof.

**MOVED** by Commissioner Banelis and **SECONDED** by Commissioner Bell that Mayne Island Parks and Recreation Commission approve an expenditure of \$630 for the cleaning of the Adachi Pavilion by Southern Gulf Islands Painting.

**CARRIED**

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- Discussion occurred regarding purchase options to replace the rusting pressure tank and concern for increased levels of moisture in the janitor's room. This will be further investigated.
- A volunteer crew will be working on Saturday April 11th to do a spring clean-up of the disc golf course.

### 5.4.3. Henderson Park

A report was received with the agenda.

- The new sign is temporarily installed at the kiosk.
- A test area behind the kiosk was identified with the MI Conservancy for tree thinning. A formal proposal from the Conservancy will be received for the project to be completed using hand saws, making nursing logs and chipped branches left on site.

**MOVED** by Commissioner Kilpatrick and **SECONDED** by Commissioner Legge that Mayne Island Parks and Recreation Commission approve \$1200 for the Henderson Hill sign for the printing and transportation costs of the sign.

**CARRIED**

### 5.4.4. Japanese Memorial Garden

A report was received with the agenda.

### 5.4.5. Miners Bay

A report was received with the agenda.

One of the two 9/11 memorial apple trees were marked with flagging tape for pruning. The surrounding bramble will be cut back approximately five feet.

### 5.4.6. Sandy Hook Community Park

A report was received with the agenda.

The trees will be flagged for inspection and will be investigated for any concerns.

### 5.4.7. Village Bay Park

A report was received with the agenda.

It was reported that a neighbour enquired about marking parking areas since parking in the boat turnaround area is restricted. Discussion occurred and no action was identified.

## 6. Correspondence/Meetings

None received.

## 7. New Business

7.1. Power outage issues

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It was reported that after the last power outage park toilets required clearing and cleaning. Therefore, battery packs and solar panels will be investigated for Miners Bay and Dinner Bay Parks.

7.2. Easter Event

Discussion occurred regarding the increased expense for candy bags. It was agreed that future efforts will be made to limit the egg hunt candy expense to \$750 next year. The Lions organization will be contacted to supply the game prizes.

7.3. Discussion occurred regarding appliances in the Adachi pavilion becoming unusable due to rodents. This issue will be revisited.

7.4. A discussion occurred regarding the MI Lions request to install a commercial dishwasher in the Adachi Pavilion. This issue will be deferred for further discussion.

7.5. Discussion was held in response to a request to place an art sculpture in a community park. Follow-up action will be required.

**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 meeting be adjourned.

**CARRIED**

The meeting adjourned at 5:24 pm

Original signed by

May 14, 2026

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**Michael Kilpatrick, Chair**

\_\_\_\_\_  
**DATE**

Original signed by

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**Lauren Edwards, Recorder**