



**Agenda for a meeting of the Mayne Island Parks and Recreation
Commission Location: Mayne Island Library, 411 Naylor Road, Mayne
Island, BC
Date/Time: July 9, 2026 3:00 pm**

Call to order

1. Territorial Acknowledgement – Commissioner Legge

2. Approval of Agenda

3. Adoption of Minutes of June 11, 2026

4. Chair's Remarks

5. Presentations

6. Reports

6.1. Treasurer's Reports

6.1.1. Treasurer's Report - for the period ending June 30, 2026 (report attached)

6.1.2. Finance/Information (report attached)

6.2. Administration

6.2.1. Health and Safety Concerns

6.2.2. Events (report attached)

6.2.3. Follow Up Items (not covered elsewhere)

6.2.4. Dave Bentham Award – acknowledgements

6.2.5. MIPRC - Volunteer Dinner – confirm date

6.2.6. Chris Paul Sculpture – Motion to proceed

- a) ... move that MIPRC approve the recommended site in Cotton Park for the Chris Paul sculpture pending receipt of all required approvals by authorities having jurisdiction.

6.3. Committees

6.3.1. All-Wheels Skatepark

- a) With CRD contracts

6.3.2. Fitness Circuit and Putting Green (report attached)

6.3.3. Master Plan Update

6.3.4. Sanitation (no report submitted)

6.3.5. Trails (report attached)

6.4. Parks

- 6.4.1. Cotton Park (report attached)
- 6.4.2. Dinner Bay (report attached)
- 6.4.3. Henderson Park (report attached)
- 6.4.4. Japanese Memorial Garden (report attached)
- 6.4.5. Miners Bay (report attached)
 - a) Canada Day – thanks to our volunteers
- 6.4.6. Sandy Hook Community Park (report attached)
- 6.4.7. Village Bay Park (report attached)

7. Correspondence/Meetings

- 7.1. Email – regarding invasive water plants in pond at the JMG – followed up with MI Conservancy.
- 7.2. Email – regarding pruning of trees at 539 Dalton Dr. – followed up with a site visit with owner. Issue is resolved.

8. New Business

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

10. Rise and Report

11. Meeting Adjournment



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

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

Date/Time: June 11, 2026 3:00 pm

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

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

Guests: Tina Farmilo and Jennifer Iredale

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 Kilpatrick and **SECONDED** by Commissioner Euper that the agenda of June 11, 2026 be approved as presented.
CARRIED

3. Adoption of Minutes of May 14, 2026

MOVED by Commissioner Kilpatrick and **SECONDED** by Commissioner Wright that the Minutes of May 14, 2026 be approved as amended.
CARRIED

Correction 5.2.6
Change text from 7 am and 7 pm to 7 pm and 7 am.

4. Chair's Remarks

5. Presentations

5.1. Chris Paul Sculpture Presentation – Tina Farmilo and Jennifer Iredale

The presentation included that:

- There is interest in bringing the sculpture to Mayne Island with MIPRC partnership.
- Funding needs to be in place before installation can occur.
- Similar sculptures by the artist are situated in front of the aquarium in Sidney and in Oak Bay near the marina.
- The sculpture would benefit being placed near the shore.
- The flat metal sculpture is 10 ft. tall x 4 ft. wide and is intended to weather. There is no maintenance, but occasional cleaning may be desired.
- The artist viewed Miners Bay Park and Cotton Park which had historical indigenous village sites located on them.
- Other sites along Active Pass were discussed.

6. Reports

6.1. Treasurer's Reports

6.1.1. Treasurer's Report - for the period ending May 31, 2026

A report was received with the agenda.

MOVED by Commissioner Burrows and **SECONDED** by Commissioner Bell that Mayne Island Parks and Recreation Commission approve the Financial Statements May 1 - 31, 2026 as presented.

CARRIED

A report detailing costs and cause for repairs made to the tractor will be requested from CRD. The information will help correct operating procedures and avoid damage.

6.1.2. Finance/Information

A report was received with the agenda.

MOVED by Commissioner Burrows and **SECONDED** by Commissioner Wright that 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 2026 with the first payment in June 2026 and the second payment in December 2026.

CARRIED

MOVED by Commissioner Burrows and **SECONDED** by Commissioner Banelis that Mayne Island Parks and Recreation Commission approve the granting of the Dave Bentham honorarium in the amount of \$300 to this year's recipient at Mayne Island School on June 25, 2026.

CARRIED

6.2. Administration

6.2.1. Health and Safety Concerns

Sign board backings will be replaced in various parks to keep thumb tacks off the ground.

6.2.2. Events

A report was received with the agenda.

- 20 people have regularly been attending Tim Begley's fitness program.
- The quilt show is scheduled at the Ag Hall not Dinner Bay Park.

6.2.3. Summer Sports Camp

A report was received with the agenda.

6.2.4. Follow Up Items (not covered elsewhere)

Calendar items listed for next month are the preparation of the Capital Plan budget and the volunteer barbecue.

6.2.5. Brochure – update

Brochures were received.

6.2.6. Dave Bentham Award – status

Certificate and cheque required and recipient is known.

6.2.7. MIPRC - Volunteer Dinner

The Arbutus Grill and the Black Cardamom will be contacted about catering for the volunteer dinner.

6.2.8. Retirement of Matt Bolla of D.R. Daylight as MIPRC arborist.

MIPRC is investigating alternatives for tree cutting services.

6.2.9. ParticipAction activities

Placard and posters are up and a journal to record activities will be placed at Dinner Bay Park.

6.2.10. Washroom supplies

No concerns were noted.

6.3. Committees

6.3.1. All-Wheels Skatepark

The CRD is working towards an agreement that will outline responsibilities for the funding arrangement, construction methodologies and ongoing maintenance for the proposed pilot project ramp.

6.3.2. Fitness Circuit and Putting Green

Installation of the putting green fence is scheduled for June 24th.

6.3.3. Master Plan Update – no issues to report

6.3.4. Sanitation – no issues to report

6.3.5. Trails

A report was submitted with the agenda.

6.4. Parks

6.4.1. Cotton Park

A report was submitted with the agenda.

The tractor is tentatively scheduled for June 23rd to remove the grass on the circle driveway.

6.4.2. Dinner Bay

A report was submitted with the agenda.

- a) Plantings: Some shrubs to be replaced in the Fall.
- b) Picnic tables: Two tables were broken. Plans underway for their replacement.
- c) Water pressure tank installation: Two different systems are being investigated. A plumber will be hired for installation.
- d) Adachi Pavilion: An ultrasonic system will be purchased to address ongoing rodent issues.
- e) Potable water and water testing: Rob Noyes, Justine Starke and Commissioner Kilpatrick met to discuss this issue.

6.4.3. Henderson Park

Henderson Park signage funding reallocation will be revisited.

6.4.3. Japanese Memorial Garden

A report was submitted with the agenda.

The Torii Gates were reinstalled.

6.4.4. Miners Bay

A report was submitted with the agenda.

- a) Update on water testing: Discussed in item 6.4.2.
- b) Ladies Washroom: Toilet is not leaking.
- c) Library basement: Resolving the standing water issue will be a joint effort by commissioners.
- d) Canada Day: The Parks booth will serve ice cream floats. Parks information will be made available at the booth in response to feedback from last year.

6.4.5. Sandy Hook Community Park

A report was submitted with the agenda.

Discussion occurred regarding ways to identify the park boundary. Parks is planning for future planting of plants and shrubs. Follow up continues.

6.4.6. Village Bay Park

A report was submitted with the agenda.

a) No parking signs: The signs belong to CRD not the Ministry of Transportation. Alea Printing will be asked to make stickers to cover over the fading text.

b) Neighbouring trees: In response to CRD's message, Commissioners will identify the trees with the property owner and keep Justine Starke informed.

7. Correspondence/Meetings

8. New Business

- a) Street number signs: Commissioners will work on adding street names to park address number signs where helpful for emergency responder calls.
- b) Acknowledgment of Debra Bell's chairmanship was read aloud:

Debra assumed the mantle of Chair AND Treasurer on January 9, 2020 after a number of years as a commissioner. By all accounts, Debra sprang into action, organized the commission, established transparency, took on the challenges of the Master Planning process, took on the rezoning of Cotton Park as well as being the Park's gardener in chief. She took on Emma and Felix Jack Park, pickleball, the putting green, the fitness pad, the pilot skatepark project and the many other challenges that have arisen over the years. And she did so with diplomacy and tact.

Debra, your friends and colleagues on the commission have been slow to recognize your achievements, but today we would like to correct this with the following:

MOVED by Commissioner Kilpatrick and **SECONDED** by Commissioner Euper that Mayne Island Parks and Recreation Commission recognize Commissioner Debra Bell's contribution for the years that she chaired the Commission by bestowing upon her the title of Honorary Past Chair.

CARRIED

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

10. Rise and Report

11. Meeting Adjournment

MOVED by Commissioner Banelis and **SECONDED** by Commissioner Burrows
that the meeting be adjourned.

CARRIED

The meeting adjourned at 5:25 pm

Michael Kilpatrick, Chair

DATE

Lauren Edwards, Recorder

MAYNE ISLAND PARKS AND RECREATION COMMISSION
TREASURER'S REPORT JUNE 30, 2026

(A) Operating Funds

	Dinner Bay	Miners Bay	Cotton	Village	Henderson	Trails, Other Parks	Washrooms, Plumbing	CRD Overhead	Contingency Other	
Opening budget	11,000	6,000	5,000	2,000	3,000	7,000	30,000	10,000	27,885	101,885
Grant-in-lieu									69	69
Interest income										-
	11,000	6,000	5,000	2,000	3,000	7,000	30,000	10,000	27,954	101,954
Expenses										
Janitorial, June plus mileage							1,878			
Janitorial, WCB							35			
Janitorial, supplies							73			
Water monitoring, June							458			
Washroom honorariums							400			
Recording secretary, May									188	
Recording secretary, WCB									5	
Supplies, soil	226		79							
Hydro, May	50		9							
CRD Overhead allocation								340		
CRD Tractor maintenance	1,648									
	1,924	0	88	0	0	0	2,844	340	193	5,389
January to May expenses	3,334	68	253	405	3,093	406	9,834	2,102	4,716	24,211
Total expenses to date	5,258	68	341	405	3,093	406	12,678	2,442	4,909	29,600
Net	5,742	5,932	4,659	1,595	-93	6,594	17,322	7,558	23,045	72,354

MAYNE ISLAND PARKS AND RECREATION COMMISSION
TREASURER'S REPORT JUNE 30, 2026

(B) Donated Funds

Japanese Memorial Garden

Opening balance June 1, 2026	30,660
Add: CRD Interest income	-
Donations	1,232
Less: CRD Overhead allocation	-146
Supplies, hoses, padlocks, scaffolding	-1,008
Hydro, May	-137
Closing balance June 30, 2026	<u>30,601</u>

Adachi Rental

Opening balance June 1, 2026	2,652
Add: CRD Interest income	-
Closing balance June 30, 2026	<u>2,652</u>

Total Donated Funds June 30, 2026	<u>33,253</u>
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(C) Recreation Funds

Opening balance June 1, 2026	42,076
Add: CRD Interest income	-
Correction to May award amount	100
Return of unused grant monies	266
Less: CRD Overhead allocation	-192
Closing balance June 30, 2026	<u>42,250</u>

Recreation Funds - Canadian Tire Grant

Opening balance June 1, 2026	1,434
Less: Equipment purchases	-212
Closing balance June 30, 2026	<u>1,222</u>

(D) Capital Funds (Unallocated)

Opening balance June 1, 2026	187,671
Add: CRD Interest income	-
Closing balance June 30, 2026	<u>187,671</u>

(E) Capital Funds (Allocated) - Projects

CX.109.2016.66 Fitness Circuit and Putting Green	40,984
CX.109.2024.88 Dinner Bay Water Facilities Upgrade	3,000
CX.109.2025.88 Vulture Ridge Summit Improvement	2,000
CX.109.2026.83 Henderson Hill Signage	5,000
CX.109.2027.67 Sandy Hook Park Restoration	4,041
CX.109.2028.65 Dinner Bay Pumphouse Upgrade	5,000
CX.109.2029.67 Miners Bay Bike Rack	2,000
CX.109.2030.83 Adachi Pavilion Replace Appliances	4,000
CX.1092031.63 Replace Two Picnic Tables	5,000
Total Allocated Projects June 30, 2026	<u>71,025</u>



FINANCE/INFORMATION REPORT

July 3, 2026

1. Recreation grants
 - 4 Recreation grant applications have been received to date
 - One recipient from the prior year returned their grant monies in the amount of \$266 after costs as they did not have enough interest.
2. Local Matters affecting MIPRC- None noted.



Events Report

03 July, 2026

1. Upcoming booked events

- i.
- b. July 4th – Tim Begley Fitness – Miners Bay
 - i. Ongoing – every Saturday until Oct 3rd
- c. July 8th – Dell Maxwell soft Tai Chi – Dinner Bay
 - i. Ongoing – every Monday morning at 9am until September 7th
- d. July 7th – Tim Begley Fitness – Dinner Bay
 - i. Ongoing – Tuesday and Thursday at 9am until September 1st
- e. July 8th – Donna Williams Yoga @ Cotton Park
 - i. Ongoing – every Wednesday at 5:30 until August 12th
- f. July 15th – Softball – Dinner Bay Park
- g. July 19th – Open Mic @ Miners Bay Park
- h. July 20th July 24th – Sparks and Trek Sports Camp at Dinner Bay Park
- i. July 29th – Softball – Dinner Bay Park
- j. August 1st – Book sale at Miners Bay Park
- k. August 1st – Jones Reunion @ Adachi
- l. August 2nd – Terry Fox Movie Night @ Miners Bay Park
- m. August 7th – Evans Wedding – Adachi
- n. August 8th – Evans Wedding – Cotton Park
- o. August 10th – August 14th – Sparks and Trek Sports Camp at Dinner Bay Park



Putting Green Report

03 July, 2026

1. Putting green was powerwashed to remove debris and pine needles.
2. All of the posts, both metal and wood, have been installed for the new fencing.
3. Fencing is to be installed the week of July 13th and 20th.
4. Landscaping and planting to take place in September/October.
5. Deadline for completion and final report is November 30, 2026.



Mayne Island Parks and Recreation Commission

Trail Committee Report – July 2026

- 1.) No major trail issues reported.
- 2.) Small tree removed from Plumper Pass.
- 3.) Vulture Ridge sign at Henderson Park which had become dislodged has been re-installed.
- 4.) Nettles cut back on Kadonaga Bay trail



Fred and Bette Cotton Park Report

03 July, 2026

- ParticipAction results for Cotton Park June 2026:
 - Walking Orca and Seal Point trails: 120
 - Gardening: 11
- Other ParticipAction results
 - Henderson Park Hiking: 50
 - Dinner Bay putting green post pounding and landscaping: 10
- Orca and Seal Point trails in good shape
- Grounds tidied, parking lot and driveway cleared of leaves in preparation for wedding June 27, 2026.
- Removal of grass in circular driveway with tractor needed to be postponed. New date to be scheduled.
- Salmon coloured rose bush in full bloom and stunning.



MIPRC Dinner Bay Report

July 3, 2026

June 29 broken electrical cover plate at Adachi Pavillion.



Mayne Island Parks and Recreation Commission

Henderson Park Report July 2026

- Trails are generally in good condition thank you to trail guardians.
- The Vulture Ridge sign could benefit from a paint touch up...the Vulture looks pretty shabby.



Japanese Memorial Garden

03 July, 2026

- 1.) The torii gate installation is complete. Final structural inspection is booked for July 8th.
- 2.) Planning for the redesigned primula bed is underway. The Garden volunteers are aiming for a hardscaping install in September.
- 3.) Work continues on the restoration of the north fence.



Miners Bay Park

03 July, 2026

1. No issues with Miners Bay.
2. The washrooms survived the most recent power outages.



Sandy Hook Community Park Report

03 July, 2026

1. The east side neighbours have returned and will be planting the arbutus tree which has been losing leaves despite weekly watering.
2. Fencing material for location #3 to be ordered and installed in the next couple of weeks.
3. New area resident has volunteered to help with the restoration.
4. Request update on vehicle parked on park property.



VILLAGE BAY PARK REPORT

July 3, 2026

1. Two MIPRC commissioners met with the owner of the property next to the park who had requested some trees be trimmed. It appears one tree is on the road allowance so they are going to contact Encom to advise. The other tree in question is on park property but had already been trimmed in the spring, although the top could not be trimmed which was their concern.
2. The park commissioner is in touch with the printers to obtain decals to cover over the faded signage but there will be a delay as they are closed until July 15.
