



## Minutes for a meeting of the Mayne Island Parks and Recreation Commission at the Library, 411 Naylor Road, Mayne Island on August 10, 2023 at 3 pm.

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**Present:** Debra Bell, (Chair) Michael Kilpatrick, (Vice-Chair / Recorder)  
Jacquie Burrows, (Treasurer) Peter Askin  
Veronica Euper Adrian Wright  
Kestutis Banelis

**Absent:** Jane Schneider  
Paul Brent, Director, CRD, Southern Gulf Islands

### Call to Order at 3:03

#### 1. Territorial Acknowledgement

Commissioner Burrows gave the acknowledgement.

#### 2. Approval of Agenda

**Add:** 6.11 - email from CRD regarding a meeting on August 29th or 30th with WSÁNEĆ Leadership Council on Pender Island.  
6.12 - email from CRD regarding the lease with the Mayne Island Reading Center Society.

**MOVED** by Commissioner Askin and **SECONDED** by Commissioner Euper,  
that the agenda be approved as amended.

**CARRIED**

#### 3. Adoption of Minutes of July 13, 2023

**MOVED** by Commissioner Bell and **SECONDED** by Commissioner Wright,  
that the minutes of July 13, 2023 be adopted as presented.

**CARRIED**

#### 4. Chair's Remarks

Chair Bell thanked everyone for participating in the organization of the volunteer appreciation dinner. It was a wonderful dinner and was well received by those who attended.

## 5. Reports

### 5.1. Treasurer's Report

#### 5.1.1. Treasurer's Report for the period July 1 – 31, 2023

A report was received with the agenda.

**MOVED** by Commissioner Burrows and **SECONDED** by Commissioner Euper, that the Treasurer's report for the period July 1 – 31, 2023 be approved as presented.

**CARRIED**

#### 5.1.2. Capital Budget 2024 input

- a) Received request from Japanese Memorial Garden for funding for lighting.
- b) Discussed adding putting green upgrades into the budget.
- c) Finance committee will meet before the next Commission meeting to discuss budget options.

#### 5.1.3. New Purchase Orders

Commissioner Bell presented the new purchase order forms and explained their use.

### 5.2. Administration

#### 5.2.1. Follow up Action Report (not covered elsewhere)

- a) Health and Safety concerns: Commissioner Burrows contacted Emcon Services regarding the installation of a "children playing" sign for the corner of Williams Road and Dinner Bay Road. Emcon denied the request. Local Emcon staff will investigate further.
- b) Commissioner Askin questioned if it would be possible to obtain a licence of occupation (LOO) for all of Williams Road from Dinner Bay Rd. to the water front. He will investigate.

#### 5.2.2. Events

A report was received with the agenda.

- a) Volunteer Dinner – review  
Most commissioners felt the dinner was extremely well done.
- b) Fall Fair – August 19  
Commissioners Askin, Bell and Wright agreed to staff the table.

#### 5.2.3. Monitoring local information affecting MIPRC.

Commissioner Burrows will continue to monitor the Islands Trust and Community Center meetings.

5.3. Committees

5.3.1. Fitness Track

A report was received with the agenda.

5.3.2. Technology

A report was received with the agenda.

5.3.3. Land Acquisition report – input – Review of Distributed notes.

- a) Commissioner Askin discussed sale of pocket parks through referendum.
- b) Commissioner Askin will talk to Rob Underhill about doing an assessment for ecological value of pocket parks particularly for Sandy Hook, Wilkes Rd and Charter Rd
- c) The Supplement to the Commissioner’s Handbook will be updated with the notes related to priorities.

5.4. Parks

5.4.1. Miners Bay

- a) Holiday lights: Commissioner Wright will head up the task of investigating an alternate group to install the new Holiday lights.
- b) Notice Board: Kudos to Gareth Gwilliam for building and installing the board. It is an attractive addition.

5.4.2. Dinner Bay

- a) Tractor – May be ready by the week of Aug 10.
- b) Putting Green/Horseshoe Pit – To review with an eye to new plans using no grass.

5.4.3. Cotton Park

A report was received with the agenda.

5.4.4. Japanese Memorial Garden

A report was received with the agenda.

Discussion was held regarding possible funding opportunities from the Japanese-Canadian Legacy Fund.

**MOVED** by Commissioner Kilpatrick and **SECONDED** by Commissioner Bell, that the Mayne Island Parks and Recreation Commission approve in principle the exploration of funding opportunities that are available through the Japanese-Canadian Legacy Fund.

**CARRIED**

5.4.5. Trail Network Development/Henderson

A report was received with the agenda.

a) Commissioner Askin will advise the CRD that the investigation regarding a new trail at Conconi Reef is finished and the project will not be pursued.

b) Bikes on trails

Motion to amend the “Bikes on Trails” motion of the July 13, 2023 meeting.

**MOVED** by Commissioner Askin and **SECONDED** by Commissioner Wright, that Mayne Island Parks and Recreation Commission modify the July 13, 2023 Motion at #5.4.5 to include the phrase “or where walking of bicycles is permitted in areas determined from time to time by MIPRC” after the words “non-motorized mobility aid”.

**CARRIED**

**6. Correspondence/Meetings**

- 6.1. Funding received from the Mayne Island Lions Club for the Dinner Bay Fitness Circuit and thank you certificate sent August 5, 2023.
- 6.2. Emails to/from CRD, Harbours Commission and resident regarding kayak access at Anson Road.
- 6.3. Email from Early Childhood Education Society and CRD reply regarding Campbell Bay beach access for swimming lessons.
- 6.4. Emails to/from Terry Fox Foundation regarding electrical connections at Miners Bay Park.
- 6.5. Email to Stephen Henderson, CRD Senior Manager, Real Estate and SGI regarding use of boat ramps by commercial users without notice and liability issues.
- 6.6. Numerous emails to/from CRD regarding e-transfer system for Japanese Memorial Garden.
- 6.7. Letter dated July 11, 2023 from CRD Director Paul Brent replying to letter dated June 21, 2023 from Tobi Elliott, Chair, Mayne Island Local Trust Committee regarding First Nations’ consideration in Park Planning and Management.
- 6.8. Email from Fall Fair organizers regarding booth on August 19, 2023 and confirmation by MIPRC.
- 6.9. Email dated August 1, 2023 from volunteer regarding Cotton Park. CRD advised they have been in direct communication with volunteer therefore no follow up required.
- 6.10. Email from MIALS inviting MIPRC to participate in a meeting on August 25, 2023 to discuss collaborative action towards an age-friendly Mayne Island.
- 6.11. Email from CRD regarding a meeting on August 29th or 30th with W̱SÁNEĆ Leadership Council on Pender Island.
- 6.12. Email from CRD regarding the lease with the Mayne Island Reading Center Society.
  - The Commission agreed that a reply will be drafted.

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**7. New Business**

7.1. Recreational Funding Applications for 2023/2024

**MOVED** by Commissioner Euper and **SECONDED** by Commissioner Burrows, that Mayne Island Parks and Recreation Commission adopt the recommendations of the Recreational Funding Committee, amended as to the Mayne Island Table Tennis Club and Mayne Island Walking Soccer, for 2023 funding allocations to the following recreational services except the Mayne Island Tennis Association:

**Name of Applicant**

Carol Meldrum	\$1,000.00
Gulf Islands Centre for Ecological Learning Society	2,000.00
Ladies Fitness	900.00
Mayne Island Assisted Living Society	1,750.00
Mayne Island Community Centre	1,000.00
Mayne Island Conservancy Society	2,000.00
Mayne Island Cribbage Club	1,000.00
Mayne Island Disc Golf Club	1,500.00
Mayne Island Early Childhood Society	1,750.00
Mayne Island Garden Club	600.00
Mayne Island Lions Club	1,200.00
Mayne Island Pickleball Club	1,000.00
Mayne Island Quilters Guild	1,000.00
Mayne Island Slow Pitch	1,000.00
Mayne Island Table Tennis Club	2,000.00
Mayne Island Volunteer Firefighters Association	2,000.00
Mayne Island Walking Soccer	1,000.00
Mayne School Association and PAC	2,500.00
Pender Island Otters Swim Club	500.00
Southern Gulf Islands Arts Council – Mayne Branch	1,500.00
Terry Fox Mayne Island Volunteers	<u>300.00</u>
	<u>\$27,500.00</u>

**CARRIED**

**MOVED** by Commissioner Euper and **SECONDED** by Commissioner Burrows, that Mayne Island Parks and Recreation Commission adopt the recommendation of the Recreational Funding Committee for a 2023 funding allocation for recreational services from the Mayne Island Tennis Association in the amount of \$1,500.00.

**CARRIED**

**OPPOSED:** Commissioners Kilpatrick and Wright

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- 8. Motion to Close the Meeting in accordance with Community Charter Part 4, Division 3, Section 90(1)(a) and that recorder and staff attend the meeting.**

None

- 9. Rise and Report**

None

**10. Meeting Adjournment**

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

**CARRIED**

The meeting adjourned at 5:53 pm.

Original signed by

September 14, 2023

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**Debra Bell, Chair**

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**DATE**

Original signed by

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**Michael Kilpatrick, Recorder**