



Minutes for a meeting of the Mayne Island Parks and Recreation Commission at the Community Centre on January 13, 2022 at 3 pm.

PRESENT: Debra Bell (Chair/Treasurer) Michael Kilpatrick (Vice-Chair)
Peter Askin Veronica Euper (Telephone)
Adrian Wright Kestutis Banelis
Jane Schneider Lauren Edwards (Recorder)

ABSENT: David Howe, Director, CRD, Southern Gulf Islands

The meeting was called to order at 3:02 pm.

1. Territorial Acknowledgement

Appreciation was expressed for the opportunity to conduct the Commission's meeting on the Coast Salish First Nations traditional territory.

2. Approval of Agenda

MOVED by Commissioner Askin and **SECONDED** by Commissioner Wright,
that the agenda be approved as presented.
CARRIED

3. Election of Officers

- Debra Bell accepted the nomination for Chair and was elected by acclamation.
- Michael Kilpatrick accepted the nomination for Vice Chair and was elected by acclamation.
- Debra Bell accepted the nomination for Treasurer and was elected by acclamation.

MOVED by Commissioner Bell and **SECONDED** by Commissioner Euper,
that Commissioner Askin hold the title Honourary Vice Chair for 2022.
CARRIED

4. Adoption of Minutes of December 9, 2021

MOVED by Commissioner Wright and **SECONDED** by Commissioner Askin,
that the minutes of December 9, 2021 be approved as presented.
CARRIED

5. Chair's Remarks

Jane Schneider and Michael Kilpatrick were welcomed as new commissioners and will be mentored by Commissioners Euper and Bell. Commissioner Bell commented on Commissioners having a positive and enjoyable year going forward.

6. Reports

6.1. Treasurer's Report

MOVED by Commissioner Bell and **SECONDED** by Commissioner Banelis, that the Treasurer's report for the period December 1 to December 31, 2021 be accepted as presented.

CARRIED

6.2. Administration

6.2.1. Follow up Action Report (not covered elsewhere)

- a) Commissioners Facebook photo
Commissioner Schneider will take photo.
- b) Online Repository for Documents
Discussed centralized electronic document storage as well as a generic phone number and email for MIPRC. This issue could be discussed with CRD.

MOVED by Commissioner Kilpatrick and **SECONDED** by Commissioner Schneider, that an Information and Technology Committee be formed and look into email access, phone access and general document handling.

CARRIED

Commissioners Kilpatrick, Banelis and Schneider will be committee members.

- c) Outstanding Issues
 - Commissioner Banelis indicated that he will search out occupational health and safety information; discuss with Lance Shook the memorial plaque notice board for Miners Bay Park; and, investigate and locate Dinner Bay septic system .
 - The Sanitation Committee will discuss the garbage and recycling system for Dinner Bay Park.
 - Commissioners Banelis and Kilpatrick will investigate repairs necessary for the use of the water tank behind the Dinner Bay washrooms.
 - It was reported that CRD are handling the well licenses issue.

6.2.2. Update Supplement to the Commissioner's Handbook

- a) Commissioner responsibilities:
 - Commissioner Askin: Trail Network Development Committee Chair, trail construction and maintenance, and liaison with CRD and the Ministry of Transportation.

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- Commissioner Euper – Commercial/Non-Commercial Activities Committee, Sanitation Committee, Recreational Funding Committee, Land Acquisition Committee, t-shirt distribution, and business and risk issues.
- Commissioner Bell - Commission Chair and Treasurer, Cotton Park and its volunteers and trails.
- Commissioner Wright – Miners Bay Park, Fallow Deer Committee and Trail Development Committee.
- Commissioner Banelis - Anson Road site, Dinner Bay Park and pocket parks.
- Commissioner Schneider – Park bookings, marketing, Recreational Funding Committee, Information Technology Committee and Village Bay Park.
- Commissioner Kilpatrick – Vice -Chair, Information Technology Committee Chair, Japanese Garden, Commercial/Non-Commercial Activities Committee and irrigation assistance.

b) Calendar of Events

Commissioner Euper will do the update and add fire extinguishers for yearly check.

6.2.3. Washroom floor repainting

Discussed an offer of free labour for all four washrooms with MIPRC purchase of the paint required. Commissioners Wright and Banelis will coordinate.

6.2.4. Transportation Advisory Committee

An overview was provided of the CRD Transportation Advisory Committee and the activities towards the Integrated Transportation System project. It was reported that a referendum is expected in October.

6.2.5. Land Altering Activities

Commissioners were advised that plans for digging or land disturbance should first be discussed with Commissioner Bell.

6.2.6. Trail and parking lot tree assessments

- MIPRC was reminded that assessments should be made yearly for dangerous trees near trails or parking lots.
- Advice had been received from the arborist to perform assessments in the spring.
- Commissioners Askin and Banelis will coordinate assessments with the contracted arborists.
- With regards to a discussion of a two-day course for dangerous tree identification, Commissioner Bell will write to Ross Cameron to obtain liability information and copy Commissioner Banelis.

6.2.7. Recreational/park activity suggestions

- Volleyball net will stay up through the spring, summer and early fall.
- Community input will be sought to provide Sunday afternoon group activities utilizing current equipment.
- A monthly group photo walk is being considered.
- Activities will be advertised on Facebook pages and posters.

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- Commissioner Bell will investigate any liability concerns associated with hosting group activities.

6.2.8. Commissioner Retreat

It was agreed to hold the event in June.

6.3. Committees

6.3.1. Land Acquisition

Commission members agreed to meet at 2:00 pm on the date of the next scheduled MIPRC meeting to discuss prioritization of various land categories.

6.4. Parks

6.4.1. Miners Bay

- Draining the water system for prolonged freeze was discussed with Lance Shook.
- UV light replacement will be discussed with Lance Shook.
- Window replacement is still to be received.
- Commissioner Bell will enquire with CRD whether tractor mower maintenance can be done by commissioners.
- Adachi Pavilion key was not working.

6.4.2. Dinner Bay

It was reported that:

- There is an increase in garbage in the park;
- The frozen pump is operational; and
- The men's bathroom is closed and the women's is open for unisex use.

a) Formation of Fitness Track Committee

MOVED by Commissioner Bell and **SECONDED** by Commissioner Askin, that a Fitness Track Committee be formed and plan the fitness track at Dinner Bay Park.

CARRIED

Members are Commissioners Kilpatrick (Chair), Banelis and Schneider.

b) Lions building licence

Commissioner Bell is waiting to hear about insurance.

c) Adachi oven

This is on Commissioner Banelis' list.

6.4.3. Japanese Memorial Garden

- A special commemoration will occur for the 20th anniversary.
- The garden volunteers would like to do some events this year.

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- The Quilt show may be on Saturday, July 23rd.
- A show of art specific to the Japanese Garden may be scheduled for Sunday, July 24th.
- Bridges will be resurfaced starting in June.
- All gas powered equipment will be replaced with electric equipment.
- Holiday donations were \$2911 with total of \$3679 for month of December.

6.4.4. Cotton Park

A fallen tree was removed from the parking lot.

6.4.5. Emma and Felix Jack Park

Request for zoning change by a resident was discussed.

It was **MOVED** and **SECONDED**,

that the letter presented January 13, 2022 will be sent via email this coming week to the Local Trust Committee in relation to a rezoning request for Emma and Felix Jack Park.

CARRIED

It was agreed that as many commissioners as possible will attend an informal meeting with Johnny Aitken to discuss and gather information on the zoning change request.

6.4.6. Anson Road/Pocket parks

a) Advice re: removing embedded signs

- The signs have been trimmed back and are now less noticeable.
- It was reported that Rob Underhill had advised that leaving the signs as is won't affect tree health.

b) Remediation work at Anson Road

No site work has been completed.

c) Charter Road and Club Crescent assessments

- The quote for tree removal will be decided at the next meeting.
- Creating awareness and engaging the public in the naming of three pocket parks was discussed. It was suggested they be referred to as neighbourhood parks.

6.4.7. Beechwood Drive

Commissioner Kilpatrick commented that his understanding is that this park is not of interest to the pickleball group.

6.4.8. Trail Network Development – Report received for information.

a) Conconi Reef - slope failure/agreements with Mount Parke Improvement District and BC Hydro/ trail closure

- It was reported that a tri-party agreement would be necessary for the proposed trail on the panhandle going from Navy Channel Road to Marine Drive.

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- The trail closure still stands until there is a geotechnical assessment of the Viewpoint Trail.
- b) Refined estimate for access road repair at Henderson Park and Motion
This item was tabled for the next meeting.

7. Correspondence/Meetings

- 7.1. Email correspondence with CRD regarding extending contract with Lauren Edwards, recording secretary for one year.
- 7.2. Email correspondence with CRD regarding reporting on upcoming Land Altering Works.
- 7.3. Email correspondence with Islands Trust and telephone conference on January 7, 2022 regarding LUB/OCP minor amendments project.
- 7.4. Email correspondence and update on CRD integrated transportation function.
- 7.5. Email correspondence with CRD and VIHA concerning MIPRC public meeting eligibility and requirements for January 13, 2022.
- 7.6. Draft submission from CRD for DFO review of boat ramp tenure renewal and request for comments. Email correspondence with AMIB regarding maintenance activities.

8. New Business - None

9. 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

10. Rise and Report (If any) - None

11. Meeting Adjournment

MOVED by Commissioner Banelis and **SECONDED** by Commissioner Askin,
That the Mayne Island Parks and Recreation Commission meeting be adjourned.
CARRIED

The meeting adjourned at 5:18 pm

Original signed by

February 10, 2022

Debra Bell, Chair

DATE

Original signed by

Lauren Edwards, Recorder

Trail Network Development Committee Report

Hi all,

This is my abbreviated report for January, 2022:

The work plan for 2022:

- (1) Complete the split rail fence on the Flag Hill Trail.
- (2) Review all the material on a proposed trail link between the Viewpoint Trail in PPCP and Lot #7 in Mt. Parke Park with a view towards completion.
- (3) Continue to explore the feasibility of extending the viewpoint trail in Conconi Reef Park to make it a loop & continue to look at working with the MPID to have a trail on the panhandle from Navy Channel Road to Marine Drive.

Best wishes, Peter TNDC