



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

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

**Date/Time: March 13, 2025 3:00 pm**

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

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

**Guests:** Trisha Glatthaar  
Jack and Harriet Ryder – Skatepark proposal

The meeting was called to order at 3:00 pm

### **1. Territorial Acknowledgement**

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

### **2. Approval of Agenda**

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

**CARRIED**

### **3. Adoption of Minutes of February 13, 2025**

**MOVED** by Commissioner Bell and **SECONDED** by Commissioner Euper,  
that the minutes of February 13, 2025 be approved as presented.

**CARRIED**

### **4. Chair's Remarks**

Chair Bell welcomed the presenters.

### **5. Presentations**

#### **5.1. Trisha Glatthaar presentation regarding Cotton Park**

- A package of emails and native plant information was distributed to commissioners for their information.

- Trisha Glatthaar stated that she maintains native plant species and removes invasive plants in Cotton Park and she reported on the progress made since 2017.
- She continues to work with First Nations communities.
- She requested that the Orca trail not be raked by park volunteers as it causes damage.
- She recommended the continued use of bark mulch for trail cover.

Discussion occurred which included that:

- A visit is anticipated this year by both the CRD archaeologist and the First Nations cultural monitor who have previously discussed trail maintenance with MIPRC to help keep the site undisturbed.
- It was reported that further mapping of the site is being considered.
- It was stated that there are varying opinions on which trail coverage material should be used.

## **5.2. Jack and Harriet Ryder – Skatepark proposal**

- An information package was provided to commissioners.
- Jack Ryder provided some history on his background working with park departments and as a semi-professional skateboarder and youth teacher in the sport.
- He commented on a range of life skills and benefits the sport provides to youth.
- Harriet Ryder provided some history of project management and carpentry.
- The Ryders provided information of their current program which takes place on Sundays at the school's shared basketball court.
- They reported that the school's vice-principal supports their efforts.
- They commented on the children's age statistics for Mayne Island, the challenge for childhood recreational activities and the benefits of their program for children and the community of families.

Discussion occurred including that:

- Portable ramps could be used as a starting point.
- The Ryders stated they will connect with a well-established Langley company who has a fundraising department and have built skateparks worldwide.
- End of life disposal, maintenance costs and volume of use will be considerations.
- It was commented that participation in the current program is high and has overwhelming support.
- Presenters would like MIPRC to support the ideas presented through partnership and funding.
- An application for recreational grant funding will be submitted.

All presentations were completed by 3:41

## **6. Reports**

### **6.1. Treasurer's Reports**

**Mayne Island Parks and Recreation Commission**  
**Minutes for: March 13, 2025**

6.1.1. Treasurer's Report for the period February 1 - 28, 2025

A report was received with the agenda.

**MOVED** by Commissioner Burrows and **SECONDED** by Commissioner Legge that the Treasurer's report for the period February 1, 2025 to February 28, 2025 be approved as presented.

**CARRIED**

6.1.2. Finance/Local Matters Update

Nothing to report.

6.1.3. Motion re: Capital Budget amendment

**MOVED** by Commissioner Burrows and **SECONDED** by Commissioner Bell that Mayne Island Parks and Recreation Commission approve the capital budget amendment as presented by the Capital Regional District to include the Capital Works Fund grant.

**CARRIED**

6.2. Administration

6.2.1. Follow up Action Report (not covered elsewhere)

- a) Calendar: Lower staircase on Kippen Rd. in April; and, review and update hiking and walking trail brochure in March.
- b) Commissioner Orientation: Commissioner Legge attended and made a short report.
- c) Crush fill: Matt Taylor will be contacted.
- d) Investigating cost of digger and grading attachments: Commissioners Kilpatrick and Wright will discuss this further and report back.
- e) New Horizons for Seniors Funding: The report was submitted for an extension and awaiting reply.
- f) Garbage bin with lock: Waiting for a response.
- g) UV and fan in Miners Bay: In working order.
- h) Design for Henderson park kiosk: The design is required before the wording finalized.
- i) Mesh for boardwalks: Received
- j) Signage at Vulture Ridge Peak: A draft signage framework will be prepared for the next meeting.
- k) Trees at Charter Rd. pocket park: An arborist assessment will be scheduled in the fall after this season's growth.
- l) ICBC Claim: An email was sent to ICBC to withdraw the claim.

6.2.2. Health and Safety Concerns

- Neighbours made reports of nighttime hunting at St. John Point. This item is being managed by CRD and the RCMP.

6.2.3. Events

A report was received with the agenda.

- 6.2.4. Master Plan update: The committee met this morning. It was reported that a written summary of discussion with CRD regarding community and First Nations engagement will be distributed.

6.3. Committees

6.3.1. Fitness Circuit/ Beautification Phase II

No discussion occurred.

6.3.2. Technology

A report was received with the agenda.

6.4. Parks

6.4.1. Miners Bay

- The installation of exterior lighting on the library building was discussed and will be brought forward with more information for discussion.
- Fire extinguishers in all the parks were renewed and Commissioner Kilpatrick will discuss the building fire extinguisher with library staff.
- Gravel has been put down in the parking lot and the water pooling has improved.

6.4.2. Dinner Bay

- The disc golf club has planned a branch cleanup on Saturday and another cleanup will be scheduled closer to the tournament date. Materials will be put on burn piles situated in the park.
- The concrete in the Adachi Pavilion will be sealed in dry weather to repair winter damage and power washing will be scheduled for the pavilion.

6.4.3. Cotton Park

No discussion occurred.

6.4.4. Henderson Park

No discussion occurred.

6.4.5. Japanese Memorial Garden

A report was received with the agenda

6.4.6. Trail Committee

Site visit with Mayne Island Pathways and Trails Association (MIPATA)

It was reported that:

- The connector between Neil Road and Laura Point may be a viable proposition.
- MIPRC has to obtain the appropriate approvals.
- A survey should be done and the road allowance identified.
- A plan will be created for an easy path without the need to build bridges.

6.4.7. Pocket Parks

No discussion occurred.

6.4.8. Emma and Felix Jack Park

Maintenance

- Johnny Aitken emailed that he is no longer going to mow the grass, but will continue to volunteer to look after the trees.
- Discussion occurred regarding methods of maintenance to ensure accessibility and safety.
- Commissioner Bell will respond to the email.

**7. Correspondence/Meetings**

- 7.1. Email exchanges with Mayne Island Lions Club to co-ordinate Easter festivities.
- 7.2. Email and proposal regarding permanent skatepark facility.
- 7.3. Emails from Mayne Island Chamber of Commerce regarding installation of binoculars at select park benches.
- 7.4. Email regarding maintenance of Emma and Felix Jack Park.
- 7.5. Confirmation email Glyn Legge appointed commissioner of Mayne Island Parks and Recreation Commission by CRD Board.
- 7.6. Telephone call and emails regarding a hunter on MIPRC trail.
- 7.7. Email request and formal report filed for extension of NHSP program to fall 2025.
- 7.8. Email correspondence from Rob Underhill, Mayne Island Conservancy and volunteers regarding restoration plan for Sandy Hook Community Park.

**8. New Business**

- 8.1. Mayne Island Chamber of Commerce – binoculars at park benches
- It was agreed that the installation of binoculars in the parks should be investigated.
  - Commissioner Bell will communicate further with the Chamber on this matter.
  - Commissioner Legge will investigate costs and report.

**Mayne Island Parks and Recreation Commission**

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**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 Burroughs that the Mayne Island Parks and Recreation Commission meeting be adjourned.

**CARRIED.**

The meeting adjourned at 4:55 pm

Original signed by

April 10, 2025

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**Debra Bell, Chair**

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**DATE**

Original signed by

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**Lauren Edwards, Recorder**