



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

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

Date/Time: January 8, 2026 3:00 pm

Present: Michael Kilpatrick, Chair
Jacquie Burrows (Treasurer)
Veronica Euper (by telephone)
Lauren Edwards (Recorder)

Glyn Legge (Vice Chair)
Debra Bell
Adrian Wright

Absent: Kestutis Banelis
Paul Brent, Director, CRD, Southern Gulf Islands

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.

2. Approval of Agenda

MOVED by Commissioner Bell and **SECONDED** by Commissioner Burrows
that the agenda of January 8, 2026 be approved as presented.

CARRIED

3. Election of Officers

Michael Kilpatrick accepted the nomination for chair and was elected by acclamation.
Glyn Legge accepted the nomination for vice chair and was elected by acclamation.
Jacquie Burrows accepted the nomination for treasurer and was elected by acclamation.

4. Adoption of Minutes of December 11, 2025

MOVED by Commissioner Kilpatrick and **SECONDED** by Commissioner Legge
that the Minutes of December 11, 2025 be approved as presented.

CARRIED

5. Chair's Remarks

Commissioner Bell was thanked for all her work over the six years that she chaired the Commission. Newly elected officers were congratulated.

6. Reports

6.1. Treasurer's Reports

6.1.1. Treasurer's Report for the period December 1 - 31, 2025

A report was received with the agenda.

MOVED by Commissioner Burrows and **SECONDED** by Commissioner Wright that Mayne Island Parks and Recreation Commission approve the Treasurer's Report for December 1 - 31, 2025 as presented.

CARRIED

6.1.2. Finance/Information

- A report was received with the agenda.
- Discussion occurred regarding new reporting requirements to Island Health for water districts and possibly private well operators.

6.2. Administration

6.2.1. Health and Safety Concerns

- Commissioner Wright reported that a fallen alder tree, which damaged a neighbouring fence, was removed and the fence repaired. Two other trees were removed to avoid further property damage. Commissioner Euper reported that she provided a written report about the damage to CRD Insurance. CRD Insurance responded in writing about responsibility for damage from a fallen tree, and Commissioner Euper will share that correspondence with all commissioners. It was discussed that MIPRC may want to review its approach in light of the correspondence from CRD.
- Discussion occurred to add street names for 911 use to park address signs where the street sign is not visible from the park entrance.

6.2.2. Events

A report was received with the agenda.

a) Wassailing – Motion

MOVED by Commissioner Kilpatrick and **SECONDED** by Commissioner Bell that Mayne Island Parks and Recreation Commission approve the Wassailing Afternoon at Miners Bay Park at 1pm on Saturday January 17th.

CARRIED

- b) Notes from the Park Bench
 - It was discussed and agreed that the monthly Park Bench article in the MayneLiner will be prepared on a rotating basis among the commissioners. Commissioner Legge will prepare the article for the February 20th submission deadline.
 - Alea has been informed about the discontinuation of the tide table print page and discussion occurred regarding additional print work in the MayneLiner. It was discussed and agreed that information may be submitted for print in June and November if print space is available.
- c) Tree burning update
This item to be removed from the Follow-up List.

6.2.3. Hiking and Walking Trail brochure update

The artwork is pending with Alea. A count will be made of the current brochures to determine if a reprint is required.

6.2.4. Follow Up Action Report (not covered elsewhere)

- Draft Bylaws: Justine Starke, CRD, will not present the draft bylaw document to MIPRC until after the legal review.
- Calendar: Items pending are updating the Supplement to the Commissioners Handbook, renewal of the domain name for February, and the Hiking and Walking Trail brochure.
- Monitor and repair picnic tables: Some of the picnic tables at Dinner Bay Park have been repaired and more will be assessed in warmer weather. A picnic table at Henderson Hill was damaged by a tree branch and was replaced. The Don Herbert Park picnic table has deteriorated, and will not be replaced
- Update Supplement to the Commissioners Handbook: The document will be updated by Commissioner Euper and reviewed by Commissioner Bell.

6.2.5. Contracts – Motion re: water systems operator

MOVED by Commissioner Bell and **SECONDED** by Commissioner Kilpatrick that Mayne Island Parks and Recreation Commission approve the extension of the contract with CMG Services for water testing services.

CARRIED

6.3. Committees

6.3.1. All-Wheels Skatepark

- A letter was sent to the Skatepark organizers regarding the proposed pilot project site at Dinner Bay Park. A reply had not been received by meeting date.
- Discussion occurred regarding the potential of another site being investigated by the organizers.

6.3.2. Fitness Circuit and Putting Green

NHSP and BC Hydro filing deadlines

- The final report for the New Horizon Seniors Program is due in March. More information is required for completion.
- BC Hydro ReGreening Grant application is due by the end of January.
- An update on a meeting with Tim Begley was reported, including that:
 - Suggestions were made that the fitness pad be extended, parallel bars be installed for mobility classes, and backless benches be placed around the pad for rest and balance exercises.
 - There was discussion about possibly installing posts with rings for resistance band exercises at the fitness pad.

6.3.3. Master Plan Update

Commissioner Bell reported that:

- The latest draft was reviewed.
- Map 3 Proposed Trail Network was sent to Mayne Island Parks and Trails Association (MIPATA) for their comments by January 31st.
- Appendix 5 with survey results and action plan is to be completed in January.

6.3.4. Trails

- The recent rock fall does not affect the trail from Vulture Ridge to Beechwood, but it should be monitored. This is an issue for the Ministry of Transportation and Transit and the local road works staff will be contacted.
- The flooding of the Lowland Nature Trail has dried up with no apparent erosion.

6.4. Short Break

6.5. Parks

6.5.1. Cotton Park

A report was received with the agenda.

6.5.2. Dinner Bay

Verbal reports were received that the fitness pad is being well used.

6.5.3. Henderson Park

Former Commissioner Peter Askin was touched and honoured with his brief biography that is being included on the new kiosk sign at Henderson Park.

6.5.4. Japanese Memorial Garden

- A report was received with the agenda.
- There was a good turnout for the holiday light display.

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6.5.5. Miners Bay

- The water system has had no problems for three weeks now.
- The bonfire site cleanup was adequate.
- Pressure tank training for restarting the system was done except for two commissioners.

6.5.6. Village Bay Park

- A report was received with the agenda.
- Commissioner Bell will follow-up with the Mayne Island Conservancy regarding the proposed reclamation work.

7. Correspondence/Meetings

7.1. Emails to/from Mayne Island Skateboard Club.

7.2. Email from resident regarding park tree and damage to fence in Sandy Hook Park.

7.3. Report to BC Hydro regarding tree on power line.

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

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

The meeting adjourned at 4:32 pm

Original signed by

February 12, 2026

Michael Kilpatrick, Chair

DATE

Original signed by

Lauren Edwards, Recorder

ADOPTED