



REGIONAL DISTRICT OF ALBERNI-CLAYOQUOT
BAMFIELD PARKS COMMISSION MEETING MINUTES
ELECTORAL AREA "A" – BAMFIELD

EXAMPLE TEMPLATE

Minutes of the **Bamfield** Parks Commission meeting held June **14th, 2024** at **10am** at the Eileen Scott Centennial Park Office.

IN ATTENDANCE:

Commission Members Present: Sheryl Mass, Jacquie Dennis, Andrea Butler, Daniel Zayonc

Staff: Jenny Brunn, Michael McGregor

Members of the public: *None*

1. The meeting was called to order at **10:05 AM**
2. Items discussed included:
 - Everyone present other than Director Beckett
 - Addition of dog park proposal item to be added as item 8 b
3. ***Motion: It was moved and Seconded that it be recommended that **Agenda be approved with addition*****
All in favour. Motion Carried
4. Items discussed included: Nomination and appointment of Chair
 - Discussion regarding co-chair/alternative options
 - Suggestion that Daniel serve as vice chair with the intention to work towards a transition to chair after 1 year term
5. ***Motion: It was moved and Seconded that it be recommended THAT Sheryl Mass serve as the commission chair for a period of one year***
All in favour. Motion Carried.
6. ***Motion: It was moved and Seconded that it be recommended THAT Daniel Zayonc serve as the vice commission chair for a period of one year***
All in favour. Motion Carried.
7. General conversation surrounding: ***Roles and Responsibilities***
 - Jenny Brunn provided overview
 - ACRD role as governing body
 - Parks commission and commissioners role

- Prioritization of establishing work plan and building budgets
8. General conversation surrounding: ***General parks commission update***
- Sheryl Mass provided overview
 - Roofing beginning Monday June 17
 - Expected to take 1 week to replace
 - Roof colour will match park sign
 - Overview of Canada works grant student work plan
 - Overview of parks logo and options for change
 - Overview of existing separation of budgeting for west side parks
 - Signage improvements needed throughout parks
 - Toilets not located within park property but is maintained by parks
 - **Mike to share map of Bamfield parks**
 - **Sheryl will share financials with group**
 - Chair would like help with technical items
9. Items discussed included: Eileen Scott Centennial Park Pavilion
- Louis advocating for pavilion project
 - Concerns regarding costs/potential overruns
 - Proposed work plan / project list to help identify and prioritize future park projects.
 - **Mike will work with Andrea to establish the first draft of the list and bring back to next meeting.**
10. ***Motion: It was moved and Seconded that it be recommended THAT the Parks Commission will develop a project list and consider the Park Pavillion during that process***
- All in favour. Motion Carried.*
11. Items discussed included: Potential for future fenced dog park/area
- Place for dogs to safely be off leash without concern of running away or encountering wildlife.
 - Would need to identify potential locations
 - Should be incorporated into the potential project list along with Park Pavillion and discussed further to identify priority.

Minutes taken by: *Michael McGregor*
Michael McGregor, Lands and Resources Coordinator