

**Minutes of a Meeting of the Galiano Island Parks & Recreation Commission**  
**Held on May 7, 2020 in the Skatepark, Lions' Field, Burrill Road**

**Present:** Stephen Rybak (Chair), Charlene Dishaw, Jim Henshall, Gerry Longson, Andrew Simon, David Goar, Barry New, Lorne Byzyna, Michael Carrothers (Maintenance Contractor), Jennifer Margison (Recording Secretary)

**Absent:** Dave Howe (Regional Director)

The meeting was called to order at 8:30 am.

**1. Territorial Acknowledgement**

Chair Rybak provided a territorial acknowledgement.

**2. Approval of Agenda**

**MOVED** by Commissioner Rybak, **SECONDED** by Commissioner New, that the agenda be approved as amended.

**CARRIED**

**3. Adoption of the Minutes**

**Moved** by Commissioner Goar and seconded by Commissioner Dishaw that the minutes of March 5, 2020 be adopted.

**CARRIED**

**Note:** no meeting was held in April due to Covid-19.

**Two resolutions were electronically circulated and approved by the Commission in April. Chair Rybak noted that the two motions still needed to be formally approved in a public meeting.**

**Moved** by Commissioner Byzyna and seconded by Commissioner Rybak

**To affirm the approval of a payment to Contractor Michael Carrothers for \$4,163 f or monthly park maintenance be approved.**

**CARRIED**

**Moved** by Commissioner Dishaw and seconded by Commissioner Rybak to affirm the recreation funding direction given to the Galiano Play Group that they be permitted to change the parameters of their submission as long as it fits within the allowable criteria for their 2019 funding application and extend the use of the 2019 funds to the end of May 2020.

**CARRIED**

**4. Chair's Remarks**

None.

**5. Correspondence**

None.

**6. Presentations/Delegations**

None.

**7. Administration Reports**

### **7.1 Maintenance Contractor's Report**

Discussion of underuse of Bell Trail. Chair Rybak asked for volunteers to meet and discuss ways to promote the use of the trail. Commissioner Goar and Commissioner Byzyna are on Trails Society and will work with Contractor Carrothers to promote it.

A rotten arbutus was reported at #38 Spotlight Cove shore access.

### **7.2 Toilets**

Agreed to reopen the toilets with exception of the two porta-potties at #69 Gulfside and #50 Dewinetz. Discussion of signage on reopened toilets.

**Commissioner Simon moved and Commissioner Dishaw seconded posting the following notice: "Due to /Covid-19 please use with caution. Facilities are cleaned once a week."  
CARRIED**

### **7.3 DL 79 Update**

Contractor Carrothers reported on his work on trail 5 in the picnic area. The contract for DL 79 was late being finalized and it is a challenge for him to fit this considerable work in now with other work. He reported that the picnic table maker on Pender is too busy to build tables for this park at this time. He will contact the supplier and order tables for future delivery. Commissioner Longson will talk to Galiano Excavating to confirm quote and timeframe for parking lot and toilet preparation. Need a work party to install the kiosk.

**7.4 Recreation Funding for 2020**

Discussion of grant applications. Program implementation will be determined depending on Covid-19 regulations. \$33,870 is available for recreation grants this year. \$39,440 is the total request this year. \$33,870 approved.

**Commissioner Goar moved and Commissioner Simon seconded to fund the recreation grant applications as follows for a total of \$33,870.**

**CARRIED**

Galiano Golf Club	\$2940
Coro Galiano	\$3500
North Galiano Community Assoc.	\$1,275
Galiano Health Care Society	\$1,575
Galiano Club/ Gleaning	\$500
Galiano Club/Galiano Players	\$1050
Galiano Club/Ping Pong	\$1200
Sturdies Baybs	\$500
Galiano Activity Centre	\$18500
Galiano Needle Guild	\$980
Galiano PAC	\$1500
Galiano Scottish Country Dancers	\$350

Commissioner Dishaw suggested reviewing the policy and process in the fall. The application form needs revision. Chair Rybak has been communicating with the CRD regarding implementation protocol and a plan will be coming.

**8. Treasurer’s Report – May 7, 2020**

Treasurer Byzyna presented the treasurer’s report.

**8.1 Status of Accounts**

ACTIVITY	SPENT FEB	SPENT YTD	BALANCE
Parks Improvement	1230.35	\$1589.14	\$5300.86
Parks Maintenance	2733.18	\$14789.52	\$45920.48
Meeting Expense Allowance			\$2880
Recreation			\$33870
Recreation meeting Expense			\$330

Imprest Account			\$649.89
Capital Reserve			\$80482
General Capital Fund	720.00	720.00	\$5867.00
Transfer to Cap Reserve			\$12000
Donations		\$300	\$300

**8.2 Invoices to be Approved**

**MOVED by Commissioner Byzyna and SECONDED by Commissioner Dishaw that a payment to Contractor Carrothers of \$2850.75 for monthly park maintenance and \$1228.50 for parks improvements at #15 Matthews and DL 79 be approved.**

**CARRIED**

**8.3 Payment of Invoices**

Galiano Trading	Materials – Parks Improve.	\$63.17
Galiano Trading	Materials – Parks Maint..	\$19.03
M. Carrothers	DL 79 Capital Work	\$756

**8.4 Projected Operating Expenses for 2020**

	SPENT APR	SPENT YTD	BALANCE
Garbage Removal - Nadia			\$250
Garbage Removal /19-late		\$229	
Design, Print Brochures			\$2000
Park Maintenance Contract	\$3885	\$13410	\$40290
Park Meeting Expenses			\$2880
Maint. Materials Allowance	\$78.53	\$1539.66	\$6460.34
Outside Maint. Services Allowance		\$1200	\$200
Pump Toilets			\$1600
Apple Pie			\$850
Stewards' Lunch			\$600
Post Box			\$180

CRD Labour/Legal			
Total Projected Spending	\$3963.53	\$16378.66	\$47060.34
Contingency Available			\$7270
Total Operating Budget			\$70480

**MOVED by Commissioner Henshall and seconded by Commissioner New that the April Treasurer's Report be approved.**

**CARRIED**

**MOVED by Commissioner Goar and seconded by Commissioner Simon that the March Treasurer's Report be approved.**

**CARRIED**

**9. New Business**

**9.1 Skatepark Lease Extension**

**Commissioner Goar moved and Commissioner Longson seconded to approve a 3 year lease with Lions Club for the Skatepark.**

**CARRIED**

**10. Other Business**

Commissioner Longson requested comments on the proposed RFP and list of consultants who could provide input on accessibility access of shore accesses, trails and parks. The project is in the 2021 capital plan. Commissioner Byzyna will followup with the CRD to move the project funding into the 2020 capital year.

**11. Adjournment**

**Moved by Chair Dishaw and seconded by Commissioner Henshall that the meeting be adjourned at 9:55 am.**

**CARRIED**

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Stephen Rybak, Chair, Galiano Parks and Recreation Commission