

Approved Minutes
Galiano Parks and Recreation Commission
Thursday, October 7, 2021, 8:30 AM
Galiano Library

Present: Stephen Rybak (Chair), Charlene Dishaw (Vice-Chair), Lorne Byzyna (Treasurer), Evelyn Dewinetz, Jim Henshall, Gerald Longson, Barry New, Andrew Simon, Michael Carrothers (Maintenance Contractor), Susan DeBeck (Recording Secretary)

1. Territorial Acknowledgement

2. Approval of Agenda for October 7, 2021

MOVED Commissioner Longson, SECONDED Commissioner Byzyna that the agenda be adopted as amended. CARRIED

3. Adoption of Minutes September 2, 2021

MOVED Commissioner Dishaw, SECONDED Commissioner New that the minutes be adopted as amended. CARRIED

4. Chair's Remarks

4.1 Chance Find/Archeological Awareness Zoom Meeting- outlined general guidelines to the discovery of a known archeological site or the chance discovery of a previously unidentified site. Steps for reporting: stop work, submit the designated form to the CRD, await direction which may include the need for a registered archeologist's report.

5. Correspondences

5.1 Golf Club- a letter was received from the Galiano Golf Club thanking the GIPRC for the Recreation Grant that provided funding for their youth and seniors programs. Sadly, the note also acknowledged the passing of Diana Fraser whose contributions to the Golf Club included administrating this program.

6. Presentations/Delegations None

7. Administration Reports

7.1 Maintenance Contractor's Report

7.1.1 Worked on the Archaeology spreadsheet, documenting assets requiring regular maintenance that are within 100 metres of a registered Archaeology site or located in an Area of Interest.

7.1.2 Booked the CRD approved Arborist to deal with remaining danger trees as well as to assess the danger trees on the property neighbouring the skate park. The work will continue to within the \$3100 budget.

7.2 Shore Access Report

7.2.1 Zuker- The shore restoration project received a \$6500 TD Friends of the Environment Foundation grant. UVic Restoration of Natural Systems program students Brittany Claeys and Brittany Boyd have mapped the project and listed native plant species suitable for each section. UVic Ecological Restoration Club volunteered to remove invasive species October 9 with planting planned for October 26.

7.2.2 Zayer- In response to a request from CRD for information to be sent to the Archeological Branch, Commissioner Longson drafted a proposal for the development of the Zayer Shore Access. Referencing the Ground Penetrating Radar Profile conducted by Dr. Colin Grier of Washington State University Anthropology Department, the first 20 meters of the existing trail contain no indications of a shell midden, while the last 9

meters to the bank do. GIPRC has budgeted \$2,000 in 2023 for any engineering studies required for the development of the project and in 2024 \$8,000 for the construction of the shore access.

7.3 Trails Report

7.3.1 Signage Directional signs and others are under construction. Maintenance contractor will draft a list of signs needing replacement or development. If cost of installation is less than 2 hours, hours will be included in maintenance costs other wise will be charged to project costs.

7.3.2 Welcome to Galiano Island" maps Six laminated GIPRC maps will be put up on bulletin boards: Sturdies Bay Information kiosk, Georgia View, South Community Hall, Montague Public Wharf

7.4 Parks Report

7.4.1 Silú - Shipment of vault toilet is still being negotiated. Once installed, signage, parking lot and official opening will be arranged.

7.5 Recreation Report -Yellow House now has insurance certificate so recreation grant money has been released to them

7.6 Volunteer Report- the CRD has approved the position description that will now be adopted for volunteer positions. Adoption of the description will take place at the October meeting. Volunteers are to check trail once a month. Commissioner Henshall will provide volunteer feedback to maintenance.

8. Treasurer's Report

8.1 Status of Account

Account Category	Current Budget	Past Month	YTD Total	Balance Remaining
Operations Spending	71,680.00	6,570.62	49,747.73	21,932.27
Recreation Program Spending	39,244.00	1,250.00	35,806.00	3,438.00
Forecast YE Operating Surplus/Deficit				1,420.00
Capital Spending (GCF)	39,534.00	489.93	12,187.44	27,346.56
Capital Reserve Fund (CRF)				42,701.00
TD Grant	6,500.00			6,500.00

8.2 Invoices to be Approved

MOTION to preapprove \$3100 invoice for tree falling. MOVED Commissioner Byzyna SECONDED Commissioner Simon MOTION RESCINDED

8.3 Payment of Invoices

MOTION Commission rescind its requirement that invoices over \$1000 be approved at a meeting if the commitment for expense has been previously approved and if the invoice is within that amount. MOVED Chair Rybak, SECONDED Commission Simon CARRIED

8.4 Forecast Operating Expenses

We are still forecasting a year end surplus of 1,420.00. It was noted that our internal budget of 1,000.00 for cleaning supplies has now been exceeded by 80.00. We will need an estimate of remaining spending here to year end from Commissioner Henshall.

8.5 2021 Capital Program

1.1 We incurred 468.93 of capital spending during the month. We have transferred 5,000.00 from Capital Reserve Fund to General Capital Fund for our Asset Renewal Project to begin replacing worn assets. We now have 4 active, funded projects for 2021. TD grant of 6,500 secured for Zuker project. Disposition of the grant yet to be clarified but will probably go directly to GCF to fund the project.

1.2 2022 Proposed Operating Budget

CRD has recommended a 2% increase in all categories. Spread sheet shared and examined. It is proposed by Commissioner Byzyna that we budget 5,000.00 for Archeological Studies for 2022 and reduce our year end Transfer of Capital to 10,000.00 from 15,000.00 to compensate.

MOTION; That we accept the proposed 2022 operating budget. MOVED Commissioner Byzyna, SECONDED Commissioner Dishaw CARRIED

1.3 Proposed 2022-2026 Capital Program.

All projects on the program spreadsheet were reviewed in detail and some adjustments made. Approval was requested pending some additional information yet to come and an acceptable result of subsequent cash flow analysis. Further changes could be required.

MOTION: That we accept the proposed 2022-2026 capital Program as reviewed and modified, subject to the above listed caveats. MOVED Commissioner Byzyna, SECONDED Commissioner Dishaw CARRIED.

2. New Business

2.1 CRD Active Transportation Initiative - Chair Rybak asked if GIPRC wanted to advocate for a particular project such as completing Sturdies Bay Trail to Burrill Road. Agreed that this be decided after the fall community consultation to see what recommendations came of that and whether or not funds are made available for projects.

2.2 Activity Centre /School vault toilet- the school board has agreed that the GIPRC could use space behind library to install a vault toilet as it would service recreational activities in the area. The CRD believes the License for the Studies Bay Trail could be amended to include the toilet site.

3. Other Business

3.1 Future Meetings -Chair Rybak will pursue holding meetings in library as the trust office is too small for a meeting.

4. Unaddressed Thoughts & Concerns (input from the public) None

5. Adjournment 11:15 Motion to Adjourn
MOVED by Commissioner Dishaw. CARRIED