

SATURNA ISLAND PARKS & RECREATION COMMISSION (SIPRC)

Regular Meeting Minutes
Saturna Island Parks & Recreation Office
14 October 2011 @ 9:30 am

Present

Michel Bourassa – Chair; David Cheslow – Vice-Chair (arvd. 0956); Sheila Wallace -- Treasurer; Allen Olsen; Jim Bavis (dprt. 1005); Graeme Bregani; Ingrid Gaines

Meeting called to order at 0927

Approval of Agenda – Approved as amended.

Adoption of Previous Minutes – 12 August, 2011 (Sept. meeting cancelled)

Approved as submitted.

Action – Distribute to SIPRC; CRD Director; CRD website; Free Mail file box.

Funding Requests

a. Saturna Island Sailing Regatta – Nancy Angermeyer requested \$250 to partially support annual regatta expenses.

Motion # 42 – Be it resolved that SIPRC approve Saturna Regatta request for \$250.

Moved by Allen

Seconded by Jim

Carried

b. Saturna Parents Advisory Council – Ingrid presented request of \$1,046.60 for 10 swimming lessons & pool time for total of 13-14 Saturna Elementary students. Ingrid, declaring conflict, excused herself. Discussion followed.

Motion # 43 – Be it resolved that SIPRIC provide funding for 10 swim lessons for a maximum of 14 children from Saturna Island School to a maximum of \$1,046 based on provision of receipts.

Moved by Sheila

Seconded by Graeme

Carried

After vote taken, Ingrid returned to meeting.

c. Flamenco Dance Workshop – Sheila mentioned that since receipts have not been submitted, cost is not yet reflected in budgetary accounting.

d. GICEL (Gulf Islands Centre for Ecological Learning) – Ingrid mentioned that a revised request from August meeting will be resubmitted to reflect change in participation (from 4 to 7).

New Business (New Business cont. below)

a. Recreation – Jim proposed for discussion removing the Salmon BBQ and the Thomson Park Clean-Up from Commission schedule. He reasoned that even though there is now prior discussion re. annual events allowing for timely preparation, there has been poor attendance of, lack of team spirit and attention to action items by Commissioners. Jim then needed to leave meeting early. Discussion followed which led to a special in-camera meeting being scheduled to discuss core aspects of recreation and to assess Commission’s role in recreation.

Action – Everyone to consider and bring solutions to Special Meeting 25 Nov.

Correspondence for Commission’s Attention

a. Jodi & Darrin Gilmore – Request sent to Local Trust and forwarded to Michel for materials funding to rebuild staircase at the PA off Acorn Lane. Long discussion ensued as this is one of the PA’s not approved in 2006 inventory of MOT Licenses of Occupation. Allen provided history of visiting with CRD & MOT and selection of 25 of the 50 for approval of LoOs. Commission agreed that site could be reconsidered at some point in the future.

Action – Michel to explain situation to the Gilmores in writing.

Business Arising from 12 August Minutes

a. White House Electrical Closet –

Action – Ingrid to follow-up with volunteer to repair electrical cabinet.

b. Thomson Park Fire Buckets – Allen has purchased four buckets; they still need lettering.

Action – Allen to obtain lettering to identify buckets as SIPRC’s.

c. Tissue Dispensers – Extras have not yet been purchased,

Action – Graeme will continue to pursue with Jason Key.

Chair’s Report – For informational purpose only, Michel reported on a cable-operated 1910 ‘bucket’ being found when the Money’s did some required clean-up at their marina. Andrew Money and friends are interested in cleaning up this relic and wish to find a display location for it; perhaps at Winter Cove ballpark. He has been directed by Michel to submit a proposal for SIPRC to consider.

Treasurer’s Report – October 2011 – Adopted as presented by Sheila.

	Parks	Total Revenue	\$ 27,420
		Total Expenses	19,317
		Remaining Parks Operating Funds	8,103
		Parks Reserve Funds	15,804
	Recreation	Total Revenue	9,155
		Total Expenses	4,566
		Remaining Rec Funds	4,589

Sheila recommended moving \$5,000 from Capital Reserve Fund to Capital Project Fund.

Motion # 44 – Be it resolved that SIPRC approves moving \$5,000 from the Capital Reserve Fund to the Capital Project Fund.

Moved by Sheila

Seconded by David

Carried

Thomson Park

a. Salmon BBQ – It was reported that the event was well attended by 65-70 (11 kayakers) people from the entire spectrum of Saturna. The new shelter was well-received as were the picnic tables. Hubertus organized and cooked meal (fabulous); Stephane supplied cake (delicious). Jim gave address mentioning long process involved with shelter including that majority of work was provided by local contractors. Accolades given by P. Ewbank in her *Island Tides* article.

b. Picnic Tables Finishing – Jim & Graeme have done some planing since the BBQ; more is required. Sanding and staining is planned for next year after wood has dried out.

c. Concrete Floor Sealing – Continued discussion from earlier meetings: It was agreed to do this & approval was given to purchase necessary materials.

Action – Michel will purchase sealer and applicators. He will also organize work party.

d. Perimeter Drainage; Finish Grading; Clean-up; Seeding – Continued discussion from earlier meetings: Quote from Ian Gaines was approx. \$1,200 for perimeter dig and gravel fill. Pros & cons of gravel v. grass discussed. As well, whether all work should go to single contractor. “All” to be defined by specifications; Allen agreed to write. Fair tendering process & CRD requirements discussed.

Action – Allen to write specs for finishing work (clean up, fine grading, gravel, seeding) for Commissioners review and approval and to solicit bids from local contractors.

Public Accesses

a. Winter Cove – Work nearly completed; signs installed. Some gravel needed to complete trail.

MOT has not yet done any of the clean-up on the west side of site.

b. Russell Reef – Contractor anticipates pouring slabs soon. Logs which will define parking have been delivered and will be placed shortly.

c. Mill Road – Clearing of brush to be done by Jason Key.

d. Quarry Trail – Sheila & Allen plan to meet with Jacque Campbell to discuss the trail which has grown over in parts.

Action – Sheila will set up meeting for all three to discuss specifics of historic trail and to walk trail.

Lyllal Creek Cottage

a. Septic – Graeme reported no change in status; other options to be explored

b. Fencing – Work completed by tenant.

c. Graeme reported that the tenant is happy and not seeking any further improvements at this time.

New Business.

b. Commonality Report – Allen reported that he, Jim & Graeme attended 13 Oct. meeting on Galiano. There were 23 Commissioners plus guests. The Parks By-Law was again discussed; it was finally agreed that each island would resort to their own method as CRD's is too complex to pertain to smaller island parks. Regarding mowing in parks: Other islands have their own mower and use volunteers to perform the work. Purchasing a mower is something which might be considered in the future. Group also discussed value of Commonality meetings. It was decided to retain semi-annual format and to continue hosting on rotating basis. Ken noted that the next time a meeting is held in Victoria the CRD has plans for a field trip to one of their parks in the area. The 2012 spring meeting will be on Pender.

c. Expiring Commission Terms – Michel, Sheila & David's terms are expiring at end of year. Michel running again; Sheila undecided; David stepping down. Discussion centered on openings and recruitments. Michel hopes focus will be on finding applicants for specific responsibilities. i.e. recreation; treasurer; other active roles. He also brought up the points of order requirement of secret ballots. Most current CRD handbook now defines an abstention as an affirmative vote. Further discussion centered on option of hiring a bookkeeper, though commissions are still required to have a treasurer. No precedent has been set where small CRD commissions such as Saturna's have contracted bookkeeping/accounting.

Open Discussion

a. Michel plans to write *Scribbler* article and will again include that SIPRC has openings. Further discussion regarding larger recruitment postings on bulletin boards and posting on SIPOA website.

Action – Michel to submit *Scribbler* article by 21 October deadline

Action – Ingrid will post notices. (Allen will send Ingrid verbiage from earlier postings.)

-- Post on SIPOA's website and three bulletin boards.

Adjournment – 1130

Next Meeting *4 November @ 0930 -- Parks & Rec Office (*note change from 11 Nov.)

Special Meeting 25 November @ 0930 -- Parks & Rec Office

Recording secretary ilka Allers-Olsen