

**SATURNA ISLAND PARKS & RECREATION COMMISSION (SIPRC)**

**Regular Meeting Minutes**

11 April 2019 @ 4:30 pm Parks & Rec Office

**Present:** Paul Brent —Chair; Priscilla Zimmerman – Vice-Chair (by phone); Ian Gaines; Fiona MacRaid; Rick Jones; Monica Morten

**Regrets:** John Simpson; Tom Koochin

**Members of Public:** Priscilla Ewbank

1. CALL TO ORDER – 16:41

2. ADOPTION OF AGENDA- Addition of Tour des Iles funding request, adopted as amended.

3. APPROVAL OF MINUTES – 14 March 2019 – approved as submitted

4. TREASURER’S REPORT –

- Review of fiscal 2018 results. Did not spend as much money as planned. BBQ proceeds went into revenue rather than capital.

**Motion to accept Treasurer’s report**

**Moved by Fiona**

**Seconded by Ian**

**Carried**

5. PROJECT REPORTS –

➤ LYALL CREEK PROJECT –

- Daffodils have sprung.
- Paul has sourced concrete bench molds, expensive for single use but with the availability of Ian’s concrete could be a good investment for continual use. Paul also looking into contracting on-island labour to build a long-lasting structure from local materials. Fiona suggests posting an RFP if this is the direction to take, commission agrees.

➤ SALMON ENHANCEMENT –

- Rick – Perfect year due to no flooding, fish are getting ready to swim. Need to address the beaver damn situation.

➤ THOMSON PARK LEGACY PROJECT –

- Fiona – No new updates, status quo.

➤ SIPRC SURVEY + MASTER PLAN NEXT STEPS–

- John will provide update at the next meeting.

- TRAIL AND OTHER MAINTENANCE UPDATE –
  - All 6 piles burned at Thomson Park
  - Trail maintenance continues. Trail from Quarry Rd to Taylor Point has woodchips that were purchased 5 years ago spread, one more load needed to complete.

6. OLD BUSINESS –

- Commonality meeting June 12<sup>th</sup>, 2019. Priscilla, Monica and John to attend. Looking for suggestions of agenda items.

7. FUNDING REQUESTS –

- Exercise program funding (\$1,500)

**Motion #231** – Be it resolved that SIPRC fund the Active Living Fitness program with \$1,500 in funding.

**Moved by Fiona                      Seconded by Monica                      Carried**

- BBQ Competition for Strong Start programs (\$450)

**Motion #232** – Be it resolved that SIPRC fund the BBQ competition fundraiser for \$450.

**Moved by Rick                      Seconded by Priscilla                      Carried**

- Tour des Iles (\$490)

**Motion #233** – Be it resolved that SIPRC fund the Tour des Iles for \$490.

**Moved by Ian                      Seconded by Monica                      Carried**

8. NEW BUSINESS – n/a

9. CORRESPONDENCE – Thank you card from Saturna Singers

10. ADJOURNMENT – 17:05

**Next Regular Meeting – Thursday 9 May 2019 @ 4:30 pm**

Contracted Recorded Secretary—Chaya Katrensky

**--Treasurer's Report detail on next pages--**

## Saturna Island Parks & Recreation Summary Income Statement

<u>Revenue</u>	<u>Budget</u>	<u>Actual</u>
Taxes	\$ 32,480.00	\$ 32,509.35
Other	\$ 3,150.00	\$ 7,060.89
<b>Total</b>	<b>\$ 35,630.00</b>	<b>\$ 39,570.24</b>
<u>Expenses</u>	<u>Budget</u>	<u>Actual</u>
Local Minutes & Bookkeeping	\$ 2,460.00	\$ 2,359.70
Parks Maintenance	\$ 5,100.00	\$ 6,801.84
Recreation Programs	\$ 7,450.00	\$ 6,502.08
CRD Corporate Allocations	\$ 4,570.00	\$ 4,569.84
Meeting & Events Expense	\$ 1,510.00	\$ 3,012.85
Contingency	\$ 2,120.00	-
Insurances	\$ 350.00	\$ 350.00
All other expenses	\$ 5,910.00	\$ 3,673.95
<b>Total</b>	<b>\$ 29,470.00</b>	<b>\$ 27,270.26</b>
<b>Surplus/(Deficit)</b>	<b>\$ 6,160.00</b>	<b>\$ 12,299.98</b>

NB: A surplus of \$6160 was budgeted to go into the Capital Reserve

**Sale of barbecue on BC Auction (\$3,816) was the large “other” increase in revenues in 2018. We again contributed substantially to our reserve fund notwithstanding our reduced tax levy, though partially due to the sale of unused capital assets (bbq).**

## Saturna Island Parks 2018 Income Statement

<u>Revenue</u>	<u>Budget</u>	<u>Actual</u>
Taxes & Grant In Lieu	\$ 24,520.00	\$ 24,553.00
Interest	\$ 50.00	\$ 125.46
Sale of BBQ	\$ -	\$ 3,816.12
<b>Total</b>	<b>\$ 24,570.00</b>	<b>\$ 28,494.58</b>
<u>Expenses</u>	<u>Budget</u>	<u>Actual</u>
Telecommunication	-	\$ 6.96
Contract for Services	\$ 1,660.00	\$ 2,057.83
Insurance - Public Liability	\$ 50.00	\$ 50.00
Insurance - Fire	\$ 170.00	\$ 170.00
Insurance - Service Contract	\$ 10.00	\$ 10.00
R&M Buildings	\$ 1,660.00	\$ 611.22
Signs	\$ 200.00	\$ 40.00
Memberships	-	\$ 1.50
Property Taxes	\$ 1,660.00	-
Meeting Expenses	\$ 510.00	\$ 1,490.64
Water	\$ 520.00	\$ 572.65
Photocopying	-	\$ 31.96
Alloc.- Finance & Corporate Services	\$ 1,120.00	\$ 1,119.96
Alloc. Regional Parks Services	\$ 2,200.00	\$ 2,199.96
Electricity	\$ 180.00	\$ 458.28
Parks Maintenance Expense	\$ 5,100.00	\$ 6,801.84
Supplies - Office	-	\$ 1,080.79
Supplies - Operating	\$ 1,220.00	\$ 730.26
Interest - Internal	\$ 30.00	\$ 52.22
Contingency	\$ 2,120.00	-
Labour Consumption	-	\$ 75.00
<b>Total</b>	<b>\$ 18,410.00</b>	<b>\$ 17,561.07</b>
<b>Surplus/(Deficit)</b>	<b>\$ 6,160.00</b>	<b>\$ 10,933.51</b>

## **Saturna Island Recreation 2018 Income Statement**

<b><u>Revenue</u></b>		
Taxes & Grant In Lieu	\$ 7,960.00	\$ 7,956.35
Interest	\$ 20.00	\$ 39.31
Surplus from 2017	\$ 3,080.00	\$ 3,080.00
<b>Total</b>	<b>\$ 11,060.00</b>	<b>\$ 11,075.66</b>
<b><u>Expenses</u></b>		
	<b><u>Budget</u></b>	<b><u>Actual</u></b>
Contract for Services	\$ 800.00	\$ 301.87
Insurance - Public Liability	\$ 20.00	\$ 20.00
Insurance - Group Accident	\$ 90.00	\$ 90.00
Insurance - Service Contract	\$ 10.00	\$ 10.00
Recreation Programs	\$ 7,450.00	\$ 6,502.08
Special Events expense	\$ 1,000.00	\$ 1,522.21
Alloc.- Finance & Corporate Services	\$ 880.00	\$ 879.96
Alloc. Regional Parks Services	\$ 370.00	\$ 369.96
Supplies - Operating	\$ 440.00	-
Interest - Internal	-	\$ 13.11
<b>Total</b>	<b>\$ 11,060.00</b>	<b>\$ 9,709.19</b>
<b>Surplus/(Deficit)</b>	<b>\$ -</b>	<b>\$ 1,366.47</b>

Our recreation program funding was lower than anticipated. We have more budgeted for 2019 as this was highlighted as very important in our community surveys. Our special events expense was higher than anticipated, as we had record attendance, which we believe is very positive for the islander (and islanders)..