

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

**Regular Meeting Minutes**

23 April 2020 @ 4:30 pm Parks & Rec Office

**Present:** Paul Brent —Chair; Mairead Boland– Vice-Chair; Monica Morten – Treasurer; Ian Gaines; Kyra Haworth; David Osborne

**Regrets:** Rick Jones

*Additional Notes: Meeting held outdoors, in person; following recommended guidelines for social distancing.*

1. CALL TO ORDER – 16:34

2. ADOPTION OF AGENDA- adopted as amended with new business

3. APPROVAL OF MINUTES – 12 March 2020 – approved as submitted

4. FUNDING REQUESTS –

- SIRI (Saturna Island Resilience Initiative) Community Garden Space @ Lyall Creek asking for \$1,500.
- Representatives of the project spoke to the need for sustainable food sources on-island. They outlined the support and donations that have been brought forward to see the project to completion. Total initial project cost estimated around \$2,500.
- Ian and Paul have offered to donate soil, David spoke to a program from Gulf Island Food Co-op to help with building soil. Mairead suggested offering training programs as project gets started and ongoing monthly through process to educate residents on gardening processes.

**Moved to fund the SIRI Community Garden program for the requested amount of \$1,500 and permission to use the Lyall Creek park space.**

**Moved by David**

**Seconded Kyra**

**Carried**

4. TREASURER’S REPORT –

- Monica reviews current internal financials. Speaks to how our budget is split between Parks & Recreation.
- David speaks to wanting more information included in the minutes on financials, decided to include a treasurers’ report with meeting minutes.
- See Appendix A

- Monica to write Scribbler article.

**Move to accept treasurers report.**

**Moved by Ian**

**Seconded by David**

**Carried**

**5. PROJECT REPORTS –**

➤ **LYALL CREEK PROJECT & SALMON ENHANCEMENT –**

- Trees down in creek, Patrick Dahl is trimming away the branches and starting to cut out rounds to remove trees with least impact to the natural habitat.
- Salmon enhancement, not a great year for spawning due to rains earlier in season. Will continue to monitor through the season.

➤ **MANAGEMENT PLAN FOR MONEY LAKE “NEW PARK” –**

- Paul to write a Scribbler article to describe the new park and start a Covid-10 friendly Community engagement/consultation process. Topics to discuss include naming the park, mapping, signage and parking.
- Looking to schedule a walkabout with Commissioners, Mairead to organize through email.
- All planning will be in conjunction with Lyall Harbour – Boot Cove Water System Committee.
- Paul would like to see the project start with one trail.
- Mairead inquires about parking, Paul describes the limited parking currently available. Suggestion made to having temporary parking signage, Paul to work on setting that up.

➤ **THOMSON PARK–**

- Kyra working on replacing 1-9 signage for the Disc Golf, working with locals Katie and Ryan Dentry to plan another 9-hole addition. Working on designs to bring forward to the Commission.
- Paul suggests purchasing one or two Disc golf baskets as prototypes and look locally reproduce a structure.
- David suggest inquiring with Gord on Cliffside for signage.
- Paul suggest purchasing some inexpensive discs and Bocce ball sets to leave in park with friendly signage to keep in place, supported by Commissioners. Paul to procure and approve by email consent.

**Motion to buy one disc golf basket.**

**Moved by Ian**

**Seconded by David**

**Carried**

- Opportunity to buy a used ride in lawn mower. Asking price for John Deere lawn mower, \$1,000.

- Discussion on how the lawn mower would help keep the large grass area in Thomson Park in much better condition especially with plans for increasing recreational usage of the park.

**Motion to purchase used John Deere Lawn Mower for \$1,000 as well as up to \$500 for a storage shed and minor tune-up requirements.**

**Moved by Kyra**

**Seconded by David**

**Carried**

6. OLD BUSINESS –

- 2020 EVENT DATES – Due to the impact of Covid-19, changes are coming to Parks Canada Day and Taylor Point Row, details to come as Commission continues to follow health Canada guidelines.

8. NEW BUSINESS –

- Covid-19 and potential future impacts.
- Flags at Winter Cove park; David has a brand-new Canadian flag that is going to Ron for Ball Park. Priscilla Ewbank is looking to receive a BC flag from Adam Olsen.

**Motion to purchase Saturna Island flag for \$95**

**Moved by Paul**

**Seconded by Monica**

**Carried**

9. CORRESPONDENCE –n/a

10. ADJOURNMENT – 17:42

**Next Regular Meeting – Thursday 14 May 2020 @ 4:30 pm**

Contracted Recorded Secretary—Chaya Katrensky

## Appendix A

Our total budget of \$32,144 is split 58% to “Parks” and 42% to “Recreation”. Our financial position year-to-date is essentially on track, with 28% of funds expended in the first quarter (25%). The majority of these expenses are Recreation programs and Parks Maintenance.

Some of our expenses are front-loaded, such as our licence of occupation cost for Winter Cove ball field (\$800+), which explains the 3% difference in timing (28% vs 25%), so that difference will diminish as the year progresses.

We have progressively reduced taxes over the past three years by 12%, and are now sitting at 2014 taxation levels. Virtually all the reduction was in our “Parks” budget. We have maintained and increased our Rec budget to support recreation activities.

Our overall position in respect of the financial situation unfolding with Covid-19 is good. We anticipate repurposing some of the recreation funds this year that won't be spent on (group) activities inappropriate in today's pandemic, to support projects that assist in managing Covid-19.

Our Parks operating budget has exceeded annual requirements in the past, but that allowed our capital reserve to grow to over \$80,000 (a 100% increase from 2015). This substantial reserve will readily allow development of trails at our new park around Money Lake, funding salmon rearing, and other enhancements at Lyall Creek Park as well as improvements at Thomson Park - particularly with the disc golf course. We will strive to use as much local material and labour as possible in the both operating and capital expenditures.