

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

**Regular Meeting Minutes**

13 August 2020 @ 4:30 pm Parks & Rec Office

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

**Members of Public:** Katie Dentry

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

1. CALL TO ORDER – 16:33

2. ADOPTION OF AGENDA- adopted as submitted

3. APPROVAL OF MINUTES – 13 July 2020 – approved as submitted with amendments.

4. TREASURER’S REPORT & 2021 OPERATING AND CAPITAL BUDGET–

- Spending is down due to recreation programs being halted with Covid-19. Also, capital spending is low due to Commissioner capacity and a lack of available contractors on island.
- Recommendations have been set forth for next year’s budget. Recreation activities to have an increase in budget to allow for meeting Covid-19 requirements. Also, recommending an increase for Parks Maintenance to address new and existing park’s trails. Commission will work closely with CRD to ensure budget requests reflect the actual budget for 2021.
- David asks about moving Parks overage back from Capital to operating. Paul shares that that is not an option with the CRD accounting policies. Capital expenditure planning for 2021 includes \$10,000 each for Thompson Park Project, Lyall Creek (SIRI & Salmon Enhancement) and New Park/Trail Development.
- Conversation around August being the deadline for Recreation activity funding. Reiterating that the policy was put in place so that the commission can effectively manage the yearly budget.
- See Appendix A for treasurers’ report.

**Move to accept treasurers report.**

**Moved by David**

**Seconded by Rick**

**Carried**

## 5. PROJECT REPORTS –

- LYALL CREEK PARK (Salmon Enhancement & Community Garden)–
  - Rick reports that the first step for the enhancement project is getting gravel in. January is when the eggs come in. Commission agrees that the next meeting will be held at the project site.
  - Paul reports that SIRI Community Garden is doing very well. Community members are using the food and the feedback at large is very positive. Kyra shares that she is working with Katie to apply for another grant to support project.
  
- NEW PARK (Initial trail signage & next steps) –
  - First trail has been identified and is workable. David suggests that we create a working group between the Commission and the Water Board to keep the lines of communication open. Paul and Mairead to take lead on this working group.
  - Paul has salmon cut-out signs available that he is willing to donate for the new trail. Signs would need to be engraved, fastened to posts and driven into the ground.
  
- THOMSON PARK (Disc Golf project)–
  - Kyra is taking on disc golf course planning. Commission agrees that consulting with an experienced planner who lives on Pender is the best way to approach the project. Kyra is to connect with planner and find out if there will be any consultation fees to get started.
  - Paul has emailed out some quotes on Disc golf baskets. Discussion around keeping the money in Province or at least in Canada. Katie has a provincial contact from preliminary work done on sourcing last year. She will provide that contact to Paul.

### **Motion to spend up to \$4000.00 on disc golf baskets.**

**Moved by Paul**

**Seconded by Rick**

**Carried**

- David is in conversation with Saanich First Nations Leadership council. David is willing to take on Indigenous signage for Thompson Park shelter project. Conversation surrounding honorariums and budget for this project.
  
- SUNSET BEACH (Picnic table rehabilitation)
  - Paul provided a can of cetol, local volunteers took on the work and they did a great job.
  
- CONTRACT MAINTENANCE UPDATE
  - Patrick Dahl is doing a great job. Paul would like to give him more work at his hourly rate of \$25/hr. Commission agrees.

- CONCRETE/CEDAR BENCH REPLACEMENT UPDATE
  - Paul has the first bench almost ready to assemble.

6. FUNDING REQUESTS –

- Mobility Plus+ fitness classes with Covid-19 protocols

**Move to fund the Mobility Plus fitness program at the Rec Centre up to \$1000.**

**Moved by Monica**

**Seconded by Kyra**

**Carried**

7. NEW BUSINESS –

- September Salmon BBQ ~ yes or no and plans to manage through Covid-19.

**Action Item:** Chaya to facilitate planning with Hubertus on how this event could continue with Covid-19 protocols. Details to be distributed by email.

8. CORRESPONDENCE –n/a

9. ADJOURNMENT – 17:44

**Next Regular Meeting – Thursday 10 September 2020 @ 4:30 pm**

**\*\*\*To be held at Lyall Creek\*\*\***

Contracted Recorded Secretary—Chaya Katrensky

## **Appendix A**

### **Saturna Island Parks and Recreation Commission Treasurer's Report – August 11, 2020**

#### Current Financial Position

Our total budget of \$31,144 is split 58% (\$18,615) to Parks and 42% (\$13,529) to Recreation. We currently stand at 48% of our overall budget with only 4 ½ months to go until year end. In Capital Programs we have only spent 13% of our budget. This is due to the decrease in all activities as a result of the global pandemic.

## SIPRC Proposed 2021 Budget

As Paul stated in his email: “Let’s all note that the Saturna 2020 SIPRC budget is 14% less than the 2011 budget. Let’s also note that in comparison, Galiano, Pender and Mayne P&R budgets are up 70%, 39% and 18% respectively for the same time period.”

We are proposing an increase in the SIPRC budget to accommodate more maintenance/enhancements for established parks and the additional creation of new trails and maintenance of such trails in New Park.

With that in mind, we are recommending the following increases:

	2020	2021	% Increase
Parks	18,615	22,140	19%
Recreation	13,529	14,899	10%
Total Budget	32,144	37,039	15%*

Further, we are recommending a Capital budget of \$10,000 for each project, namely, Lyall Creek, Thomson Park and New Park.

\*Funds that have not been spent from this fiscal year’s Parks account will be rolled into our Capital program. In addition, we are anticipating \$3,000 in unspent funds in Recreation that will be rolled over to 2021. This results in an overall increase of just 6% in terms of tax requisition.