

SATURNA ISLAND PARKS AND RECREATION COMMISSION (SIPRC)

Regular Meeting Minutes

10 December 2020 @ 4:30 pm Zoom Meeting

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

Regrets: Rick Jones

1. CALL TO ORDER – 16:31

2. ADOPTION OF AGENDA – Adopted as submitted

3. APPROVAL OF MINUTES – 12 November 2020 – Approved as submitted

4. INTRODUCTION OF NEW COMMISSIONER AND ADMINISTRATOR

- Andre Green – New commissioner
- Rachel Harrison – New administrator

5. TREASURER’S REPORT –

- Monica reports on latest expenditure for the month of November
- Monica provides current budget update; \$2,526 remains in Parks operating and \$6,273 remains in Recreation. Rachel confirms the values.

Move to accept treasurers report for November.

Moved by Monica

Seconded by David

Carried

2021 Budget Approval

- Approve the following 2021 budget details:
 - ✓ Parks = \$23,000
 - ✓ Recreation = \$13,368
 - ✓ Capital = \$33,000
 - ✓ 2020 budget surplus from Parks to become 2021 capital reserve
 - ✓ 2020 budget surplus for Recreation to become recorded as 2021 revenue

Move to accept treasurer’s report for 2021 budget.

Moved by Monica

Seconded by David

Carried

6. PROJECT REPORTS –

LYALL CREEK PARK

- Currently waiting for equipment delivery from Cowichan. Salmon eggs still aside at Goldstream until the delivery of the equipment.

Action Item: Paul to follow up on delivery

THOMSON PARK (DISC GOLF PROJECT)

- Ian reviewed the park and believes it is too wet right now for heavy machinery to do any work. Work will either need to be postponed until Spring or done by hand.
- By hand work could potentially be done by the volunteer group interested in trail development that David is in contact with. (See Money Lake/New Park below for volunteer details).

Action Item: David to follow up with volunteer trail builders to discuss specifics, such as tools and supplies they may need.

MONEY LAKE/NEW PARK (TRAIL WORK)

- New proposed timeline for signage installation will be the second half of January.
- Paul advises that if the volunteer trail builders come to do the work, SIPRC will provide them with a catered meal that day.
- Recommended after discussion that a prioritized list of work needed be created and delivered to the volunteers before they come over, including work for Thomson Park.

Action Item: David to follow up with volunteer trail builders to discuss specifics, such as confirming a date for late January, tools and supplies they may need and the number of volunteers.

BEACH ACCESSES (CONDITION UPDATE)

- In good shape at the moment
- Benches in the works

7. FUNDING REQUESTS –

FAB UPDATE

- Budget for 2021 discussed:
 - ✓ Took into consideration that \$2,100 was authorized for 2020.
 - ✓ The next phase will be for merch and materials shelving for the entry room, as well as secure cabinets for understairs for items such as inventory.
 - ✓ Preliminary estimate provided by local carpenter was for approximately \$1,800.
 - ✓ David is planning an official funding request for the January meeting.

- ✓ Proposed that specs for the cabinets and shelves be put together and further quotes be obtained from other carpenters for variety.
 - ✓ After thorough discussion, it is recommended the 2021 budget to fund further renovations for the FAB up to \$2,500 from Parks operating
- Move to authorize \$2,500 from the 2021 parks operating budget to fund further renovations of the Fog Alarm Building.**
- Moved by Monica Seconded by Mairead Carried**

8. NEW BUSINESS –

CONTRACT FOR MAINTENANCE

- No contract currently in place
- Paul recommends extending Patrick Dahl's contract
 - ✓ Includes paying 80% of insurance costs

COVID 19 AND NEW PROVINCIAL HEALTH ORDER

- Encourage to do Zoom meetings
- No outside participants

9. CORRESPONDENCE – N/A

10. ADJOURNMENT – 17:08

Next Regular Meeting – Thursday 14 January 2021 @ 4:30 pm

Contracted Recorded Secretary—Rachel Harrison