

SATURNA ISLAND PARKS AND RECREATION COMMISSION (SIPRC)
Regular Meeting Minutes
Thursday December 8, 2022.Saturna Recreation Centre

Present: David Osborne (Chair), Robyn Quaintance (Vice Chair), Paul Brent (Treasurer), Kyra Haworth, Rosemary Henry, Denise Kuzyk (Administrator) Regrets: Sienna Casper, Keith Preston

1. CALL TO ORDER – 4:30 pm David

Quorum noted as achieved. David made the acknowledgment of our presence on the traditional territory of the Coast Salish Tsawout and Tseyum people, with thanks for their long stewardship and care of this beautiful island. David extended a welcome and thank you to those attending.

2. ADOPTION OF AGENDA –

The agenda was amended to include a request for funding from Maureen Welton for the December 17 Bird Count event. The Agenda as amended was adopted by consent.

3. APPROVAL OF MINUTES –

The spelling of Robyn's name is to be corrected by Denise and the minutes of November 10, 2022 were adopted by consent.

4. TREASURER'S REPORT - Paul Brent

a) Paul delivered an oral report and circulated spreadsheets on spending and budget for Parks and Recreation. The budget for Recreation in 2023 is projected to increase by 33%, with a 1500 rollover to surplus from to 2022. Paul also recommended an increase in the Parks budget to 3,000 to cover expected increases in maintenance costs. Capital Funds in reserve are \$78,000.00 and it was recommended that these funds be used, when possible, instead of repair and maintenance in 2023. The Treasurer's report was accepted by the Commission.

5. CHAIR'S REPORT - David Osborne

Denise was introduced and welcomed as the new administrator. Davids written report was adopted and accepted by the Commission.

6. FUNDING REQUESTS

- A) Pottery Workshop - Trish DeJoseph- The request was approved and will be funded in in 2023. ACTION: David will contact Trish DeJoseph and this funding request will be tabled for funding in 2023.
- B) December Bird Count December 17, 2022 for \$500.00 - Maureen Welton - The funding request is to cover transportation, fuel and refreshments. A brief discussion was held on the history of the annual event and past support. MOVED by David to approve funding

request SECONDED by Paul. MOTION APPROVED. ACTION: David will advise Maureen Welton. Denise will coordinate Emprest payment.

7. NEW BUSINESS

- A) Implementation of new recreation funding guidelines and funding requests. David presented his updates on the request form to include; purpose for funding, funding guidelines, provision for proof of expenses, acknowledgment to comply with guidelines and the application deadline. It was discussed and noted that information was published in the Scribbler and the new application form would soon be available. The recommendation to hire a paid coordinator was deferred to January 2023. ACTION: David will make the form updates, advise prior annual applicants regarding the new application deadline in 2023. The paid coordinator position will be brought forward for discussion in January 2023.
- B) Shell Beach trail condition - Kyra advised that a new stone would need to be sourced and installed to repair the trail. The small overhanging tree was removed. ACTION: Kyra to source a stone with the local contractors.
- C) Thompson Park Outhouse - Rosemary has contacted 3 companies but only received a response from one and an estimate quote of 1,800, plus transportation and dumping costs. A discussion was held regarding the need for extra water and the requirement for a firm confirmation from the company regarding conditions and feasibility of pumping. It was acknowledged this may only be a temporary solution and would be revisited in 2023. ACTION: Rosemary will contact the septic company again to confirm all the conditions and report back to in January 2023.
- D) Memorial Plaques guidelines - Sienna submitted a short email report which David presented. It was agreed that a small subcommittee would do an audit of the current inventory and determine what had already been memorialized. Guidelines would be also researched and would be prepared for review. ACTION: David will join with Sienna to research and draft guidelines and create a list of current inventory.
- E) Ball Park Issues, Flag replacement, stairs and maintenance. David reported that the flag at the ball park requires replacement every 4 months due to weather damage. The recommendation is that the flag be replaced in the spring. Discussion occurred on whether the stairs should be replaced or repaired and what the implications were for both scenarios. Kyra reported that no island contractor was available to replace the stairs, but possibly to repair. ACTION: David will contact Gary Dale regarding repairs. Paul will talk to Shuana Huculak at CRD regarding soil displacement.
- F) West Ridge Trail - Rosemary reports that she has been in touch with Joyce Kelly and Gordon Shoults and the preparation of the signage will proceed. The anchoring had been planned in a large stump which she is sourcing. It was discussed that using a wooden ground stake may be possible. ACTION: Rosemary to source a stump. Paul to determine if a wooden stake is a possibility, considering there would be minimum soil disturbance.

8) Al DeJoseph's application for appointment as a SIPRC Commissioner. After discussion the Commission recommended the application be forwarded to the Crd Director. ACTION: Paul to forward application to CRD as soon as possible.

9) Maintenance Contract Renewal. Patrick Dahl's contract renewal was discussed. It was agreed by consent to renew for an additional year. ACTION: Paul to ask Justine Stark (CRD) to prepare the renewal contact.

10) NEXT MEETING – January 12, 2023 Saturna Recreation and Cultural Center.

ADJOURNMENT – 6:10pm