

Minutes of Saturna Island Parks and Recreation Commission
Thursday, April 13, 2023 4:30 Pm
Saturna Recreation Centre, Saturna Island, B.C.

Present: Commissioners: David Osborne (Chair), Paul Brent, Robyn Quaintance (Vice Chair) Kyra Haworth, Keith Preston, Al DeJoseph

Staff: Denise Kuzyk, Administrator

Regrets: Sienna Casper (Treasurer), Rosemary Henry, Larry Field

The meeting was called to order at 4:30pm

1. Territorial Acknowledgement, Quorum and Welcome - Commissioner Osborne provided the Territorial Acknowledgement, noted Quorum as achieved and welcomed the Commissioners.
2. Approval of Agenda - The Agenda was amended to move discussion of the commonality meeting from Business Arising to New Business a) added to New Business 8.2 Movie Night at the Ballpark. Recommendation that the Agenda be adopted by consent as amended.
3. Adoption of Minutes - Minutes of March 9, 2023 recommended and adopted by consent.
4. Chairs Remarks - The Chair's written report was circulated in advance by email and referred to in the meeting.
5. Treasurer's Report
 - 5.1 Commissioner Brent noted that the \$3000.00 donation appears to have been taken into the park general revenue and that the recreation budget was less than expected with the additional funds requested not showing.
 - 5.2 D. Kuzyk reported that the financial/revenue reports for March had not yet been received.
 - 5.3 General discussion about the amount of recreation funding available and Fiscal vs Calendar year occurred. ACTION: Commissioner Brent to request information on donation funds and increase to recreation funding from the Crd ASAP. UPDATE: Recreation and Parks Budgets are confirmed as Calendar year.
6. Administrator Report
 - 6.1 A card was purchased and circulated for the donation received. ACTION: D. Kuzyk will complete and mail.
 - 6.2 Update on website: To be carried forward for more Committee discussion and decision. ACTION: D. Kuzyk and Commissioner DeJoseph will research the possibility of a one page website with direct links to resources and local information. Carried Forward.
 - 6.3 All imprest accounts receivable have been processed by CRD (to the end of February) and all received Cheque requisitions and the Imprest report have been sent to the CRD (to the end of March).
7. Commission Business
 - 7.1 Funding Requests - None current.
 - 7.2 A discussion occurred on defining recreation funding criteria policy.
 - 7.3 Follow up on the recent donation of \$3000.00 and available funding budget for recreation funding in 2023. ACTION: Commissioner Osborne and D. Kuzyk to prepare a worksheet tool which will be distributed to help in evaluating the current applications, prior to the May 4th meeting. Criteria rankings were defined from the guidelines.

7.4 Follow up on donation and available funding in budget. ACTION: Commissioner Brent will contact CRD Finance for information.

8. Business Arising from Minutes

8.1 Commercial use of Saturna Parks - Carried Forward

8.2 Enhanced relationship with SITA - Carried Forward

8.3 Westridge Trails work - Commissioner Hayworth reported the trail is clear and in good condition.

8.4 Website and social media (Administrators Report)

8.5 Thank you card for donation (Administrators Report 6.1) NOTE business to be carried forward from March 2023

- Social Media Volunteer
- Shell Beach. Commissioner Hayworth reports that a stone has been located but not yet been installed.
- Memorial Bench Work Group
- Ball Park maintenance

9. New Business

9.1. Commonality Meeting, Commissioner Osborne reminded Commissioners of the upcoming Commonality Meeting on Galiano Island. He will send out more information and asks that June 20, 2023 be added to calendars. ACTION: Commissioner Osborne will send out more information to the Commissions and the RSVP when he receives it.

9.2 Movie night at Ballpark. Commissioner Hayworth received a request from Devon Bullock to use the Ballpark every second Saturday to show a family movie. No funding is required. A discussion followed and it was agreed that the Saturna Athletic Association should be contacted regarding any potential use of electricity or impact (garbage/conflicts on usage). MOTION by Commissioner Osborne: To permit an outside movie night for every second Saturday. Seconded by Commissioner Brent Approved. ACTION: Commissioner Hayworth to liaise with The Saturna Athletic Association and D. Bullock and report back to the Commission.

10. Recommendation to Close the Meeting at 5:40 pm and recommended and adopted by consent

Rise and Report - There was no rise and report.

Adjournment recommended and adjourned at 5:40pm

Next Meeting regular Meeting May 11, 2023, on Thursday May 11, 2023, at the Lounge at Saturna Recreation Centre.

Review of Recreation applications meeting is scheduled for May 4, 2023, at the Saturna Recreation Centre.

David Osborne

Chair

Denise Kuzyk

Committee Clerk