

Minutes of Saturna Island Parks and Recreation Commission
Thursday, October 5, 2023, 4:30
Saturna Recreation Centre, Saturna Island, BC

Present: Commissioners: David Osborne (Chair), Robyn Quaintance (Vice Chair) Larry Page, Rosemary Henry, Sienna Casper (Treasurer) Keith Preston, Paul Brent

Staff: Denise Kuzyk, Administrator

Regrets: Kyra Haworth

The meeting was called to order at 4.35pm

1. Territorial Acknowledgement, Quorum and Welcome - Commissioner Osborne provided the Territorial Acknowledgement, noted Quorum as achieved and welcomed the Commissioners.
2. Approval of Agenda - Adopted by consent.
3. Treasurer's Report – Commissioner Casper presented with a brief summary of the preliminary budget, current financial position, allowance increase, and restrictions. Discussion of the Recreation Budget occurred.

3.1 Discussion of the Recreation budget occurred. MOTION: by Commissioner Casper “To accept Preliminary Recreation funding budget for 2024” seconded by Commissioner Osborne CARRIED.

Discussion and review of the current financial position of the Parks Preliminary budget and the Parks projects were reviewed and adjusted for the 24/25 budget as follows:

West Ridge Trail total 16,000: 2024 - 4,000. 2025 4,000.

Outhouse 30,000: 2024 - 20,000 2025 - 10,000

Lyll Creek Park enhancement 9,000: 2024 - 5,000. 2025 - 4,000

Benches/Picnic Table replacement 10,000: 2024 - 5,000 2025 - 5,000

It was noted that bridge replacement at Lyall creek and extra trail work would not be cost effective given the short trail and the added cost of an archeological study. No additional funds were added to that project.

MOTION; Sienna Casper “To move 2000.00 from Contingency to Parks Repair and Maintenance” seconded by Commissioner Brent. CARRIED.

MOTION: by Commissioner Casper “To approve 5 year financial plan for 24/25” Seconded by Commissioner Henry. CARRIED.

- 4 Chairs Report – refer to Chair’s written report was circulated in advance by email and referred to in the meeting.

4.1 Administrator Report – few of the Salmon BBQ invoices have yet to arrive. Likely they will all be submitted in October.

5. Budget related matters:

5.1 Discussion and timing of RAF deadlines for 2024. There was discussion by the Commissioners regarding changing the application deadline from April 31 to January 31 and the review and approval deadline from May 31 to February 28. The change of dates was approved by consent. **ACTION:** Commissioner Osborne will advise by email all prior applicants, post the deadlines online and have the guidelines and application forms updated.

- 5.2 Report and discussion re memorials: Commissioner's discussed two potential policy drafts. No decision was reached on a policy. ACTION: Commissioner Quintance will update her draft. CARRIED FORWARD.
6. Debrief for Salmon BBQ on September 10, 2023: The Commissioners discussed and agreed by consent that an honorarium be given to both chefs at the Salmon BBQ event in the amount of 100.00 each. ACTION: Commissioner Osborne to arrange.
7. Commissioners for 2024/25 discussion. Commissioners not renewing for an additional term: Kyra Hayward, and Robyn Quintance. Al DeJosphe has resigned. Notice of Commissioner vacancies has been sent out by Commissioner Osborne and interest has been expressed by three individuals. ACTION: CARRIED FORWARD.
8. Adjournment recommended and meeting adjourned at 6:45 pm.

Next Meeting regular Thursday 4:30 October 12, 2023, at the Lounge at Saturna Recreation Centre.

David Osborne

Chair

Denise Kuzyk

Committee Clerk