



Making a difference...together

**Minutes of Saturna Island Parks and Recreation Commission
Monday, September 9, 2024, 4:30 PM. Saturna Library, Saturna Island, BC**

Present: Present: Commissioners: David Osborne (Chair), Heather Michaud, Denise Kuzyk (Admin)
Sienna Caspar, Jamie Ritchie, Larry Field, Lisa Mitchell,

Regrets: Paul Brent, Keith Preston (Vice Chair), Rosemary Henry

1. The meeting called to order at 4:32. Commissioner Osborne provided the Territorial Acknowledgement, noted Quorum achieved and welcomed the Commissioners.
2. Approval of agenda: With addition of 8.4 Signage on Harris Road (Commissioner Mitchell) and 8.5 Outhouse Project (Commissioner Casper) Adopted by consent.
3. August 12 minutes: Accepted and passed by consent.
4. Treasurer's report. No report.
5. Chair's report: No report
- 5.1 Administrator's report
 1. Outstanding RFA's are #4, Christmas Bird Count \$600.00 #5- Saturnita \$375.00 and #15 Family with teens. \$800.00 Unallocated funds in the Recreation Funding budget are \$1,059.73
 2. The commission was advised that D. Kuzyk would not be renewing her current contract which expires on December 31.2024

6 Funding Requests

6.1 Update on RFA:

- a) Commissioner Michaud will address the proposed redirection of the Library Seed Funding with the Library Board of Directors and report back next meeting. Carried forward.
- b) Commissioner Osborne will contact the two applicants with outstanding RFA's who have not yet submitted payment for their approved funding applications.
- c) Commissioner Osborne will contact the applicant of the Saturna Pride about the late/incomplete application.

6.2 Balance of RFA funding available: It was decided by consensus to announce that the "Commission has determined that there are funds available for reallocation in 2024". An invitation for Recreation Funding Applications, using the new funding application forms will be organized by Commissioner Mitchell as soon as possible.

7. Business arising from Minutes

7.1 Thompson Park Hole: The whole has been marked with a stick fence by Commissioner Mitchell and will be marked with caution tape until it can be filled. The outhouse needs more regular maintenance attention and a new toilet seat. The bridge condition has received some remediation but also requires repair. Carried forward. Also see in camera.

7.2 New RFA Funding Application: Commissioners Michaud and Mitchel report that new Recreation Application form is almost complete will be tested in the upcoming call for applications.

7.3 Update on Shore Access Guardian Initiative: Commissioner Casper has completed the initiative guidelines and a volunteer guideline and will distribute them to

commissioners for review. The launch for this program will be in the spring of 2025.

Carried Forward.

7.4 Winter Cove Container: A letter has been delivered to the Saturna Athletic association and Commissioner Osborne is awaiting reply. Carried Forward.

7.5 Salmon BBQ: This event was successful with 80 to 100 attendees from the Community. The Chair thanked all the Commissioners who volunteered.

8.1 First Nation Signage: Carried forward.

8.2 Administrator Position: After general discussion it was decided to approach the CRD to explore the idea of a off island or centralized minute taker before advertising the position locally. Commissioner Osborne will follow up with the CRD.

8.3 Commissioner Terms. Commissioner Field's term expires on December 31, 2024. Commissioner Field indicated he will accept a second term. Commissioner Osborne will advise on the status of his own term at the October 2024th meeting.

8.4 Signage at Harris Road – Commissioner Mitchell will ask the Thompson Beach strata for a formal funding request to the CRD, in support for Ministry of Highways signage on Harris Road, given that this is the feeder road the the CRD Thompson park and is a high use access.

8.5 Project at School grounds: Commissioner Casper reports that in order for this project to be initiated the CRD will need to negotiate with the School District.

Commissioner Casper requests that this be a standing item at each meeting due to the complexity and scope of the project.

9. IN CAMERA SESSION

10. Next Meeting – October 21, 2024

11. Adjournment at 6.35pm