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**Minutes of Saturna Island Parks and Recreation Commission
Wednesday, November 11, 2024, 4:30 PM. Saturna Library, Saturna Island, BC**

Present: Keith Preston (Acting Chair), Heather Michaud, Sienna Caspar, Jamie Ritchie, Larry Field, Lisa Mitchell, Paul Brent

Regrets: David Osborne (Chair), Denise Kuzyk (Administrator), Rosemary Henry

1. Chair called meeting to order at 4:31pm welcome, territorial acknowledgement, quorum at 4:31pm
2. Agenda passed by consent
3. Minutes from October 21, 2024 passed by consent as amended.
- 4 Treasurer's report – nothing significant to report. 2025 budget being submitted with slight amendment reducing contingency by \$600 and increasing contract for services by \$600.
5. Chair's report - none
 - 5.1 Discussion of proposal for new administrator and bookkeeper positions and supported recommendation by Commissioner Michaud for simplification of roles and advertising of positions. (Heather).
- 6 Funding requests:

Revised request from Saturna Dance Collective for funding of \$355 approved. Motion by Commissioner Mitchell, Second by Commissioner Preston.
7. Business arising from Minutes.
 - 7.1 Update on Thomson Park 'hole', outhouse condition and bridge. Commissioner Mitchell to contact a local contractor to deal with sinkhole. Outhouse seat was replaced in mid-October by Commissioner Brent.
 - 7.2 New RFA application forms still in progress, some clarity on fee for service versus honorarium.
 - 7.3 The Shore Access Guardian initiative will be launched this spring.
 - 7.4 Update on Lyall Valley outhouse. Commissioner Casper looking at two outhouse options, informed by the scope of archeological assessment costs to be provided by CRD staff.
 - 7.5 Revisions of signage for Thomson Park. Looking for guidance as to inclusion of First Nations history concurrent with the removal of the current signage scheduled for rehabilitation. Commissioner Brent to contact Jacques Campbell to advise of sign removal and CRD staff for guidance on additional verbiage.

8. New Business: Delegations: If you wish to appear before the commission, please contact the chair at SIPRCChair@crd.bc.ca at least two days before the meeting.

9. Adjournment at 6:20. Next Meeting December 9th, 2024.