



Making a difference...together

## **Minutes of the Saturna Island Parks and Recreation Commission meeting, held May 19th, 2025 at 16:30 pm, Saturna Rec Centre, Saturna, BC**

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Present:

Commissioners: (Chair) Sienna Caspar, (Vice-Chair) Lisa Mitchell, (Treasurer) Jamie Ritchie, Heather Michaud, Paul Brent, Keith Preston, Steve Ford

Staff: Carly Duquette

Regrets: Rosemary Henry, Larry Field

The meeting was called to order at 16.30 PM.

**1. Call to Order and Territorial Acknowledgement**

Territorial Acknowledgement given by Commissioner Caspar

**2. Approval of Agenda**

MOVED by Commissioner Ritchie, SECONDED by Commissioner Brent,  
That the agenda be approved.  
CARRIED

**3. Adoption of Minutes as amended**

MOVED by Commissioner Ritchie, SECONDED by Commissioner Michaud,  
That the minutes of the Monday April 10th meeting be adopted as amended.  
CARRIED

**4. Treasurer's Report**

Treasurer's Report given by Commissioner Ritchie.

Nothing new to Report

**5. Maintenance Report**

Commissioner Preston had asked Maintenance to log more of the tasks being done (i.e. repairs on equipment)

Commissioner Brent will purchase and pick up the fire extinguisher for Thomson park.

Maintenance typically asks for authorization and then put regularly occurring costs on the store account (i.e. toilet paper, wasp killer etc)

It is suggested that going forward maintenance lets the commissioners know what equipment and supplies are needed that cannot be purchased at the store, and the commissioners will try to pick things up as they go to town.

The commission will let maintenance know that they may use the SIPRC store acct for regularly occurring supplies.

Commissioner Mitchell has purchased two red fire buckets for Thomson Park and has labelled them appropriately.

## **6. Business arising from the minutes**

Items for Discussion/Action:

### **6.1 Budget Discussion**

In capital funds , SIPRC has ~60000. The currently approved projects are the Money Watershed Park improvements, Valley Public outhouse, Salmon Enhancement Program, Picnic Tables and benches and Thomson Park signage.

The previous 5 Year Capital funds plan will be updated, amended and extended.

Discussions on Capital Projects, where they currently stand and which projects will be extended.

Commissioner Ritchie will take into consideration the input of the commission and revise the budget which will be brought to the next meeting.

Discussion on whether there will be a commonality meeting of the various Gulf Island Park Commissions this year.

Discussion on whether the Parks maintenance contract will be retendered.

Discussion on expense categories and whether funds need to be shuffled.

### **6.2 Update on directives and checklists for maintenance report**

Commissioners Preston and Ford are updating the task list

### **6.3 Updating the Map/Brochure**

Commissioner Preston and Ford will be updating the access points on the Saturna Island Brochure map.

All trails, access points and park boundaries will be updated on the map before printing.

## **7. New Business**

### **7.1 Confirm Date and Time for upcoming SIPRC recurring meetings (Caspar)**

Discussion on which Monday of the month would work best for the commission to meet

Consensus is the 4th Monday of the month works best.

Discussion on whether location should change. Option include rec centre, community hall and library

## **7.2 Movies in the Park (Caspar)**

The Bullock family would like to do movies in the park again this year.

## **7.3 Correspondence from Jodi Gilmore:**

"I would like to propose that a beach access be made at the easement between IR7 and 601 Tumbo Channel road. Currently there is not one until Salal road. There are many seniors in the area that would like to be able to walk down a path to see the ocean. At one time there were stairs at the end of Acorn road, but they have rotted and washed away."

This is not the first time this request has been made and previously it has been the belief of the commission that it is the responsibility of the neighbourhood to create and maintain a beach access in the area they are requesting.

There are also middens in the area which create development issues.

The commission continues to hold this opinion.

## **7.4 New request for funding (Mitchell)**

Friends of Giambore have requested 400\$ in Recreational Funding by Nancy Angermeyer

MOVED Commissioner Mitchell to approve the Recreating funding request  
SECONDED by Commissioner Caspar  
CARRIED

## **7.5 Mountain Biking Trails and Skills Course**

A request has been put forth for use of forest near Money watershed park to create mountain biking trails and a skills course. They have consulted with the president of South Island Mountain Bike Society on steps needed to create a mountain biking area on CRD land.

Commissioner Mlchaud will forward the request to all commissioners and will consult with Katie Dentry about use of the area, as well as potential tenders for picnic tables and parking at the Money watershed park.

## **7.6 Tidbit from Commissioner Ford**

Commissioner Ford has taken on work with the CRD as an auxiliary bylaw officer.

**8. Brief Report/Update from Project Leads**

8.1.1 Communication-

No update

8.1.2 Commissioner Recruitment

No Update

8.1.3 CRD Website

Disc golf map will be taken down

8.1.4 Access Trail Maintenance

No Update

8.1.5 Asset Maintenance

No update

8.1.6 Park signage

No update

8.1.7 Lyall Valley Public Outhouse

See above, No further update

8.1.8 RFA Applications

See above, No further update

8.1.9 Salmon Restoration

No update

8.1.10 Invasive Species

Successful Broom Bash and Daphne Destruction events were held. Four invasive species specialists will be coming to the island to help with removal of daphne. Teams of volunteers are being assembled to continue removing Daphne and Broom.

8.1.11 Community Immunity Garden

A composter has been built and all the garden boxes are assigned and being used.

8.1.12 Taylor Point Row, Hike and Paddle

Hubertus Surm is running the event and Commissioner Field will be logging the organization process.  
An email will be sent to Hubertus regarding the volunteer sign up sheets.

8.1.13 Salmon BBQ – Henry

No Update

**9. Adjournment**

Next meeting to be held June 23, 2025

Meeting Adjourned at 18.03 PM.

Sienna Caspar

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Chair

Carly Duquette

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Committee Clerk