

MINUTES OF THE REGULAR MEETING OF THE
THE PENINSULA RECREATION COMMISSION, January 26, 2012 AT
7:00 PM BOARDROOM, PANORAMA RECREATION CENTRE

ATTENDANCE: Larry Cross, Gay Helmsing, Tim Chad, Alastair Bryson, Ted Daly

Administrator	Ian Hennigar
Manager of Program Services	Kerry Broome
Manager of Facilities and Operations	Ron Rieberger
Manager of Finance and Admin	Heather Johns
Administrative Secretary	Bev Crooks

GUESTS:

Erin Cardone, Editor of Peninsula News Review

NOMINATIONS

ELECTION OF VICE-CHAIR (1 YEAR TERM)

The Chair is out of town and sends his regrets. The Central Saanich and North Saanich residential appointments will be presented to the Capital Regional District Board for ratification on February 8, 2012.

The Senior Manager called three times for the position of Vice-Chair for a one year period ending December 31, 2012. Commissioners Daly and Cross nominated Commissioner Tim Chad as Vice-Chair who accepted the nomination.

CALL TO ORDER

The Vice Chair called the Meeting to order at 7:00pm.

ADOPTION OF AGENDA

12.01.01 **Motion**
Commissioners Cross and Bryson that the January 26, 2012 Agenda be approved as circulated with the addition of an email sent from Dennis Paquette that was circulated at the meeting.

CARRIED

ADOPTION OF MINUTES

12.01.02 **Motion**
Commissioners Helmsing and Cross that the Minutes of November 24, 2012 be approved.

CARRIED

BUSINESS ARISING FROM THE MINUTES

1. Peninsula Recreation Commission 2012 Meeting Dates

12.01.03

Motion

Commissioners Helmsing and Daly to receive the 2012 Meeting Dates.

CARRIED

2. Board Orientation and Tour – February Commission Meeting

The Senior Manager was prepared to have staff to do the Board Orientation at the January Commission meeting. The tour will take place at the February meeting when all the Commission members are in attendance. The Manager of Facilities and Operations will do a 20 minute tour of the facility.

3. Collective Agreement Costs Update Memo Sr. Mgr.

The Senior Manager presented an update on collective agreements costs. Non budgeted salary, wages and benefit costs are forecast to be approximately \$71,000 and will be absorbed within the 2011 budget without any increase to the requisition. The contract is for three years expiring in 2013.

12.01.04

Motion

Commissioners Cross and Daly to receive the collective agreement cost update memo.

CARRIED

4. Reception Re-design Update Memo Sr. Mgr.

The tenders for the project closed on January 28, 2012 and will be opened on January 30, 2012 at the CRD. Some of the requirements will be phased in.

12.01.05

Motion

Commissioners Helmsing and Bryson to receive the reception re-design update memo.

CARRIED

5. Fire Suppression for Link Building Update Memo Sr. Mgr.

The Commission approved the incorporation of the costs to 2014 Capital budget to install fire suppression water sprinklers in the link building and administration offices. A \$60,000 line item has been added to the 2014 Capital budget. The commitment was required in order for North Saanich

to approve a building permit for the reception re-design work. There is no fire suppression system in the arenas or tennis buildings.

12.01.06

Motion

Commissioners Cross and Daly to receive the Fire Suppression for Link Building Update Memo.

CARRIED

CORRESPONDENCE

1. The Corporation of the District of the District of Central Saanich request for support re Community Living BC Funding (CLBC) Cut to Victoria Integration Society

Commissioner Bryson indicated that there has been some recent success in renegotiating an arrangement with CLBC and it may soon be resolved.

12.01.07

Motion

Commissioners Helmsing and Bryson to direct the Senior Manager to write a letter to CLBC and Recreation Integration Victoria supporting the renewal of the contract between CLBC and the Victoria Integration Society.

CARRIED

2. Community Recreation Program Grant – Proposed resurface 6 lane running track letter of support.

12.01.08

Motion

Commissioners Cross and Daly to receive the letter of support from the Peninsula Recreation Commission regarding the District of North Saanich pursuing grant funding for the resurfacing of the only 6 lane running track in North Saanich.

CARRIED

3. Town of Sidney Commission Appointments

12.01.09

Motion

Commissioners Daly and Cross to receive the Town of Sidney Appointments.

CARRIED

4. Town of Sidney Citizen Appointments

12.01.10

Motion

Commissioners Cross and Bryson to receive Correspondence Items 1-4.

CARRIED

**5. Corporation of District of Central Saanich Commission
Appointments Letter**

12.01.11

Motion

Commissioners Bryson and Cross to receive Central Saanich appointment letter.

CARRIED

6. Corporation of District of Central Saanich Member at Large letter

12.01.12

Motion

Commissioners Helmsing and Bryson to receive the Corporation of District of Central Saanich member at large letter.

CARRIED

7. District of North Saanich Commission Appointments

12.01.13

Motion

Commissioners Daly and Cross to receive the District of North Saanich Commission Appointments.

CARRIED

8. Saanich Free Pass Article

The Manager of Program Services will be following up on the stats from Saanich during the first week in January.

12.01.14

Motion

Commissioners Helmsing and Cross to receive the Saanich Free Pass Article.

CARRIED

Correspondence Items 9 to 17 Donation Thank you letters.

12.01.15

Motion

Commissioners Bryson and Helmsing to receive Correspondence Items 9 through 17.

CARRIED

18. Email from Dennis Paquette

North Saanich Council passed a motion allowing a park permit for the Panorama Recreation Centre to run programs in their parks starting next summer as well as programming at Brooke Park. The email thanked Claire Erdem, Youth Coordinator for her time and persistence and special thanks to Ian Hennigar the initiator and huge supporter of the Sidney Bike Park Society. Claire Erdem will contact Erin from the Peninsula News Review to see if there is any interest in writing a story.

12.01.16

Motion

Commissioners Bryson and Cross to receive the email from Dennis Paquette.

CARRIED

REPORTS

1. FACILITIES

Facilities Monthly Update

The tennis building signage has been installed and is coated in aluminum and powder coated to provide a much greater life span. The wall panels have been installed in the pool elevator. The work will be completed by next week. The costs to the pool elevator were approved in the 2011 budget.

January Monthly Update

The hot tub heater has been upgraded to a heavy duty heater that will stand up to salt water. The replacement costs will come out of this year's budget.

12.01.17

Motion

Commissioners Cross and Helmsing to receive the Facilities December and January monthly reports.

CARRIED

2. FINANCE – November 30, 2011 Financials

The 2011 year end financials will be presented at the February Commission meeting. The Senior Manager reported that over \$60,000 has to be absorbed for the increase in the labour costs. Additional costs of \$50,000 were absorbed for the costs of the heat recovery system. The Senior Manager is working with the CRD Engineering Department to determine the savings of natural gas and optimization challenges with the software and is expecting a resolution in a month.

12.01.18

Motion

Commissioners Cross and Bryson to receive the November Financial Report.

CARRIED

NEW BUSINESS

1. Appointments to PRC/MPS Task Force – 3 reps, Sr. Mgr.

12.01.19

Motion

Commissioners Bryson and Helmsing to discuss the PRC/MPS Task Force Commission representatives at the February Commission meeting.

CARRIED

2. Statement of Conflict of Interest – verbal report by Sr. Mgr.

The Senior Manager declared a real estate business relationship with Commissioner Helmsing.

3. Employee Recognition Program – Report

The Commission approved an employee recognition program in 2011. There are over 60 employees this year who will be receiving awards.

12.01.20

Motion

Commissioners Cross and Daly that the Commission proceed with recognizing small groups of employees who would be invited to attend one of the regular Commission meetings in 2012

CARRIED

4. Baseball Use of Tennis Facility email

There will be very limited availability of open court time on the weekends over the next two months to accommodate Sidney and North Saanich Little League as well as Central Saanich Little League.

12.01.21

Motion

Commissioners Daly and Cross to receive the baseball use of tennis facility.

CARRIED

NEXT MEETING

Thursday, February 23, 2012 @ 7:00 pm

ADJOURNMENT

Meeting adjourned at 8:00 pm.

Chair