

MINUTES OF THE REGULAR MEETING OF THE  
THE PENINSULA RECREATION COMMISSION, February 23, 2012 AT  
7:00 PM BOARDROOM, PANORAMA RECREATION CENTRE

**ATTENDANCE:** **Chair**, Carl Jensen, Marilyn Loveless for Larry Cross, Tim Chad,  
Craig Mearns, Wayne Ruffle, Ted Daly, Alastair Bryson, James McNulty,

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:**

**CALL TO ORDER**

The Chair called the Meeting to order at 7:00pm and welcomed the new Commission members, Craig Mearns, James McNulty, Wayne Ruffle and returning members, Tim Chad and Ted Daly.

**ADOPTION OF AGENDA**

12.02.01 **Motion**  
Commissioners Loveless and Chad that the February 23, 2012 Agenda be approved as circulated with the addition of a verbal report presented by the Senior Manager after Adoption of the Previous minutes regarding an accident in the hockey arena.

CARRIED

**ADOPTION OF MINUTES**

12.02.02 **Motion**  
Commissioners Mearns and Daly that the minutes of January 26, 2012 be approved.

CARRIED

The Senior Manager updated the Commission on a serious injury that occurred in the arena Tuesday evening. Staff did a superb job in responding to the situation.

As per Commission guidelines the Senior Manager informed the Chair of the Commission, Carl Jensen on Wednesday. All media enquiries are to be directed through the Senior manager and the Chair for effective coordination.

12.02.03

**Motion**

Commissioners Daly/McNulty to commend staff on their quick and efficient action responding to the incident.

CARRIED

**BUSINESS ARISING FROM THE MINUTES**

**1. Board Orientation – Senior Manager Presentation**

The Senior Manager went through a board orientation power point presentation to the Commission. The new members received their orientation binders.

The Senior Manager will look into the possibility of changing the opening times for the Greenglade weightroom to 4:00 pm or 4:30 pm instead of 5 pm to see if airport area employees would use the facility.

The Manager of Program Services and his team are in the process of running a survey at Parklands School to see what the needs are for teens 15 and over and whether to open a teen lounge or other programming for that age group. There has been great success at our teen lounge at Greenglade for teens under the age of 15.

**2. Reception Re-design Update Memo Senior Manager**

12.02.04

**Motion**

Commissioners Daly and Chad that the Commission recommend proceeding with Option 1; that the entire reception redesign project of \$89,210 be funded from the 2012 capital funds consisting of \$50,000 approved from the 2012 budget and \$40,000 planned for the Arena A meeting room approved from the 2012 budget and delay the Arena A meeting room construction to 2013.

CARRIED

**3. Saanich Free Pass Article – Stats from first week of January free program offerings were:**

1343 participated in the Saanich free pass the first week of January, 2012. Of that, 743 were non-pass holders.

**4. Corporation of District of Central Saanich request for CLBC response**

The Senior Manager confirmed that the funding level for the VIS-CLBC contract would remain at the current level. Commissioner Bryson thanked the Senior Manager for looking into that.

12.02.05

**Motion**

Commissioners Bryson and Chad to receive Corporation of District of Central Saanich request for CLBC response.

CARRIED

**5. Appointment to PRC/MPS Task Force – 3 reps – Senior Manager**

At the request of the Commission the Senior Manager gave a brief verbal history update of the PRC Memorial Park Society issue. The District of Central Saanich are big users of the Mary Winspear Centre facility but currently there is no financial commitment from the District of Central Saanich. Commissioner Chad suggested that the Senior Manager reprint the last PRC/MPS Task Force report and send it to Commissioner Bryson to have a look through. Commissioner Bryson will seek input from the District of Central Saanich as to whether there is any interest. The sooner that the District of Central Saanich can communicate to the Commission their interest then the Task Force can decide what work needs to be done. The Senior Manager will request that the Members of the Mary Winspear Centre attend the District of Central Saanich Council meeting. The Senior Manager should also attend as well as Commissioner Chad.

The Task Force will meet and update the numbers and present a revised report to the Commission before presenting it to Central Saanich Council.

12.02.06

**Motion**

Commissioners Chad and Daly that the Commission appoint the three community reps to the PRC/MPS Task Force. The Chair of the Commission will automatically be appointed as well as the Senior Manager of the Peninsula Recreation Commission and Commissioner McNulty from Central Saanich, and Commissioner Ruffle from North Saanich. The Senior Manager will contact Commissioner Helmsing to confirm her acceptance on the Task Force.

CARRIED

**CORRESPONDENCE**

12.02.07

**Motion**

Commissioners Jensen and Chad to receive Correspondence Donation Thank you letters Items 1 through 6.

CARRIED

**REPORTS**

**1. FACILITIES**

**Facilities Monthly Update**

12.02.08                   **Motion**  
Commissioners Chad and Ruffle to receive the February maintenance report.

CARRIED

**2. FINANCE – December 31, 2011, January 31, 2012 Financial Statements**

**December 31, 2011 Financial Statements**

The Manager of Finance and Admin reported an error at the bottom that should be a 0 and will correct it.

**January 31, 2012 Financial Statements**

Operating revenues are up \$10,000 in admissions over 2011. The February financial statements will have all the CRD expense accruals adjusted and the indirect expenses will be balanced.

12.02.09                   **Motion**  
Commissioners Chad and Loveless to receive the December 31, 2011 financial statements and the January 31, 2012 financial statements.

CARRIED

**NEW BUSINESS**

**Building Orientation Tour**

12.02.10                   **Motion**  
Commissioners Chad and Loveless to have the building orientation tour deferred to the March Commission meeting and be placed as the last item on the Agenda.

**NEXT MEETING**

Thursday, March 22, 2012 @ 7:00 pm

**ADJOURNMENT**

12.02.11                   **Motion**  
Commissioners Ruffle and Mearns to adjourn the Meeting. Meeting adjourned at 8:50 pm

Commissioners Loveless and Cross will not be at the March Commission meeting.

\_\_\_\_\_ Chair