

**MINUTES OF THE REGULAR MEETING OF THE
THE PENINSULA RECREATION COMMISSION, HELD DECEMBER 20, 2012 AT
7:00 PM PANORAMA RECREATION CENTRE**

ATTENDANCE: **Vice Chair,** , Tim Chad, Alastair Bryson, Craig Mearns, Ted Daly,
Wayne Ruffle, Marilyn Loveless (for Larry Cross), Gay Helmsing

Senior Manager	Ian Hennigar
Manager of Admin Services	Heather Johns
Manager of Program Services	Kerry Broome
Administrative Secretary	Bev Crooks
Acting Manager Program Services	Dan Ovington

GUESTS:

CALL TO ORDER

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

ADOPTION OF AGENDA

12.12.01 **Motion**
Commissioners Bryson and Ruffle that the December 20, 2012 Agenda be approved as circulated.

CARRIED

ADOPTION OF MINUTES

12.12.02 **Motion**
Commissioners Bryson and Mearns that the Minutes of November 22, 2012 be approved.

CARRIED

CORRESPONDENCE

12.12.03 **Motion**
Commissioners Helmsing and Mearns to receive Correspondence items 1 to 9.

CARRIED

REPORTS

FACILITIES MONTHLY DECEMBER REPORT

12.12.04 **Motion**
Commissioners Helmsing and Ruffle to receive the Facilities Monthly December report.

CARRIED

FINANCE REPORT

- 12.12.05 **Motion**
Commissioners Mearns and Bryson to receive the November 30, 2012
Financial Statement

CARRIED

CAPITAL RESERVE FUND UPDATE REPORT – Senior Manager

- 12.12.06 **Motion**
Commissioners Ruffle and Mearns to receive the Capital Reserve Update
Report

CARRIED

NEW BUSINESS

1. Peninsula Recreation Commission Meeting Dates for 2013

- 12.12.07 **Motion**
Commissioners Helmsing and Ruffle to receive the 2013 Commission
Meeting Dates.

Amendment to Motion

Commissioners Helmsing and Ruffle to receive the 2013 Commission
Meeting dates with the March date changed to March 28, 2013.

CARRIED

2. Panthers Internet Broadcast Report – Senior Manager

- 12.12.08 **Motion**
Commissioners Daly and Helmsing that the Commission supports in
principal the possible video broadcast and later re-broadcast via the
internet Panther games at Panorama and that staff is provided direction to
charge staff time at cost for any requests around this project during the
entire term of this project.

CARRIED

3. Update on Strategic Plan

The Senior Manager will be meeting with the new Executive Director of the Mary Winspear on a regular basis to look at ways of finding synergies and cooperation between the two facilities for summer/fall joint partnership programming. Timing of the next Strategic Plan can be dedicated for the November Commission meeting with discussions to consider in-house sourcing.

12.12.09

Motion

Commissioners Mearns and Bryson that the Commission receive the Update Report on the 2010 Strategic Plan and schedule discussion of the outstanding Strategic Plan Issues for the March 2013 Commission meeting, the timing of the next Strategic Plan for the November 2013 Commission meeting and using a consultant or consider preparing the Strategic Plan in-house for the November 2013 Commission Meeting.

CARRIED

4. Tax Conversion Process Report from HST to GST – Senior Manager

12.12.10

Motion

Commissioners Daly and Ruffle that the Commission request staff to continue to work through the GST implementation and that any fees and charges that are inclusive of tax remain unchanged after April 1st and that the 2013 fees and charges report be presented at the April Commission meeting.

CARRIED

5. Aquatics Mezzanine Enclosure transfer of funds from reserve fund

12.12.11

Motion

Commissioners Ruffle and Helmsing that the Commission approve the use of \$80,000 from the capital reserve fund to cover the majority of the costs of the Aquatics Mezzanine Enclosure Project.

CARRIED

6. Peninsula Recreation Commission Division Plan Report – Senior Manager

The Division Plan was submitted to the CRD and will be reviewed on an annual basis.

The Strategic Plan talks about branding initiatives; Panorama Recreation vs Peninsula Recreation and looking at how we should position ourselves.

The Senior Manager will bring forward pros and cons to the Commission on how we should position ourselves.

12.12.12

Motion

Commissioners Daly and Bryson that the Commission receive the Peninsula Recreation's Division Plan as circulated.

CARRIED

IN CAMERA

In accordance with the Community Charter, Part 4, Division 3, 90(1)c) labour relations or other employee relations.

12.12.13

Motion'

Commissioners Daly and Mearns to move In Camera.

CARRIED

RISE AND REPORT

There will be no Rise and Report

NEXT MEETING

Thursday, January 24, 2013 @ 7:00 pm

Location: Panorama Recreation Boardroom

ADJOURNMENT

12.10.11

Motion

Commissioners Daly and Mearns to adjourn the Meeting. Meeting adjourned at 8:15 pm

CARRIED

Chair