

**MINUTES OF THE REGULAR MEETING OF THE  
THE PENINSULA RECREATION COMMISSION, HELD JANUARY 24, 2013 AT  
7:00 PM PANORAMA RECREATION CENTRE**

**ATTENDANCE:** Tim Chad, Alastair Bryson, Craig Mearns, Connie McBride,  
Larry Cross, Gay Helmsing, Carl Jensen.

Senior Manager	Ian Hennigar
Manager of Admin Services	Heather Johns
Manager of Program Services	Kerry Broome
Manager Facilities and Operations	Ron Rieberger

**GUESTS:** David Roberts, General Manager Butterfly Gardens representing the  
Community Shuttle Bus group.

**CALL TO ORDER**

Ian Hennigar, Acting Chair, called the Meeting to order at 7:00 pm.

**ELECTION OF CHAIR**

13.01.01           **Motion**  
Commissioners Helmsing and Mearns nominate Carl Jensen as Chair.  
CARRIED

Carl Jensen was confirmed as Chair by Acclamation.

Carl Jensen then took over the Chair's position.

**ELECTION OF VICE CHAIR**

13.01.02           **Motion**  
Commissioners Cross and Bryson nominate Tim Chad as Vice Chair  
  
CARRIED

Tim Chad was confirmed as Vice-Chair by Acclamation.

**ADOPTION OF AGENDA**

13.01.03           **Motion**  
Commissioners Bryson and Mearns that the January 24, 2013 Agenda be  
approved as circulated with the addition of Panthers Internet Broadcasts,  
Heart and Stroke Foundation Donations and 2012 Annual Report.

CARRIED

## EMPLOYEE RECOGNITION

The Chair of the Commission introduced the Commission members to Melanie Alsdorf, Fitness Weights and Rehab Coordinator who recognized her staff members Krista Enderud, Barbara Jefferies, Kim Lauriente, who all received recognition for their Five Years of service to Panorama. Heather Johns was also recognized for her 12 years of service with Panorama as the Manager of Administrative Services. The Chair thanked the staff for their dedication, passion and commitment to making our facilities and programs the best on the Island.

## ADOPTION OF MINUTES

- 13.01.04            **Motion**  
Commissioners Helmsing and Mearns that the Minutes of December 20, 2012 be approved.

CARRIED

## BUSINESS ARISING FROM THE MINUTES

- 13.01.05            **BCRPA Annual Conference Report**

**Motion**  
Commissioners McBride and Cross to receive the BCRPA Annual Conference Report.

CARRIED

Commissioner Jensen indicated that he was interested in attending the conference and will finalize his intent with staff shortly.

- 13.01.06            **Community Shuttle Bus Proposal**

**Motion**  
Commissioners Helmsing and Bryson to receive the Community Shuttle Bus Proposal Report from staff.

CARRIED

- 13.01.07            **Motion**  
Commissioners Bryson and Cross to endorse for consultation with each Municipal Council a 1 Year Trial basis for the Community Shuttle Bus service for the summer of 2013 with a maximum funding of \$45,000 from reserve funds. Any sponsorship or donations from this program will be used to reduce the funding requirement.

CARRIED

### **Panthers Internet Broadcast Report**

The Senior Manager reported that the equipment has been installed by the Panthers and third party at no cost to the Commission that will allow the Panthers to broadcast their games live on the internet. The games will also be available for playback anytime via the internet.

### **CORRESPONDENCE**

- 13.01.08            **Motion**  
Commissioners Helmsing and Mearns to receive Correspondence items 1 to 3.

CARRIED

### **REPORTS**

#### **FACILITIES MONTHLY DECEMBER REPORT**

- 13.01.09            **Motion**  
Commissioners Chad and Cross to receive the Facilities Monthly report.

CARRIED

#### **FINANCE REPORT**

Keeping with past practice the December 31, 2012 year-end financial statements will be presented at the February, 2013 Commission meeting as the CRD is still making final entries.

- 13.01.10            **Motion**  
Commissioners Bryson and Chad to approve placing the first \$45,000 of the 2012 surplus into the Capital Reserve and the remaining balance into the Equipment Reserve Fund.

CARRIED

### **NEW BUSINESS**

#### **1. Heart and Stroke Foundation Donations**

The Senior Manager reported that February is Heart Month as part of the Wellness Literacy Program. We have partnered with the Heart and Stroke Foundation to create a display in the lobby at Panorama. The Commission agreed to accept donations on behalf of the Heart and Stroke Foundation during the month. Staff will take the appropriate measures to process the donations. The foundation will process income tax receipts.

## **2. 2012 Program Plans**

The Senior Manager reported that annually at every April Commission meeting a detailed Annual Program report is presented to the Commission and this will occur again this year.

### **NEXT MEETING**

Thursday, February 28, 2013 @ 7:00 pm  
Location: Panorama Recreation Boardroom

### **ADJOURNMENT**

13.01.11

#### **Motion**

Commissioners Chad and McBride to adjourn the Meeting. Meeting adjourned at 8:40 pm

CARRIED

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Chair