

**MINUTES OF THE REGULAR MEETING OF THE
THE PENINSULA RECREATION COMMISSION HELD February 28, 2013 AT
7:00 PM PANORAMA RECREATION CENTRE**

ATTENDANCE: Carl Jensen (Chair), Ted Daly, Wayne Ruffle, Alastair Bryson,
James McNulty, Tim Chad, Marilyn Loveless, Gay Helmsing

Senior Manager
Manager of Admin Services
Manager Facilities and Operations

Ian Hennigar
Heather Johns
Ron Rieberger

ADOPTION OF AGENDA

13.02.01

Motion

Commissioners Loveless and Bryson that the February 28, 2013 Agenda be approved as circulated.

Amendment to Motion

Commissioners Loveless and Bryson that the February 28, 2013 Agenda be approved as circulated with the addition of the Report update on the Capital Regional District (CRD) staff report presented to the Saanich Peninsula Wastewater Commission – February 21, 2013 Thermal Energy Recovery System – Performance Optimization Plan.

CARRIED

ADOPTION OF MINUTES

13.02.02

Motion

Commissioners Chad and McNulty that the Minutes of January 24, 2013 be approved.

CARRIED

DELEGATIONS: Parkland Hockey Academy, Mark Fraser Principal of Parkland Secondary School, Bryan Sutton, Parkland Hockey Academy Coordinator

Parkland Secondary School Hockey Academy are requesting that the Peninsula Recreation Commission consider eliminating or significantly reducing the rate that is currently paid for ice and dry floor rental. They currently charge between \$1200 to \$1500 per year to students.

13.02.03

Motion

Commissioners Loveless and Ruffle that the Commission is not opposed in principle and to direct staff to provide a detailed report on any impacts to eliminating or significantly reducing the rate that is currently paid for ice and dry floor rental.

CARRIED

BUSINESS ARISING FROM THE MINUTES

BCRPA Annual Conference – Confirmation of Commission Attendees

The BCRPA conference early registration deadline is March 8, 2013 for the May 1 to 3, 2013 Conference in Whistler, BC. Commissioners Daly and Jensen have confirmed that they will be attending. If anyone plans to attend to let the Senior Manager know before March 8.

Community Shuttle Bus Report Update – Sr. Manager

Upon further investigation the Service Establishing By-Law that governs what services the Commission can provide, will not allow the Commission to operate a Community Shuttle Bus.

13.02.04

Motion

Commissioners Loveless and Chad to receive the Senior Manager's report and to direct staff to send a letter to the three municipalities' mayors and councils as well as to Mr. Roberts, President of the Peninsula Shuttle Committee, informing them that the Commission cannot be involved in the Community Shuttle Bus service.

CARRIED

CORRESPONDENCE

13.02.05

Motion

Commissioners McNulty and Ruffle to receive Correspondence items 1 to 3 and the addition of a late item; The Town of Sidney letter regarding the Community Shuttle Bus.

CARRIED

The Commission recognize the efforts of a Panorama lifeguard employee who as a CPR trained first aid attendant stopped to offer assistance to an elderly man who was not breathing. The Chair of the Commission has invited Mr. Ottewell to the March 28, 2013 Commission meeting to be recognized for his efforts.

REPORTS

FACILITIES MONTHLY FEBRUARY REPORT

13.02.06

Motion

Commissioners Chad and Loveless move Option 1 for Arena bleacher seat replacement. Commissioners Chad and Loveless remove Option 1

13.02.07

Motion

Commissioners Loveless and Daly move Option 2 Bleacher Seat Replacement to install 433 New Box seats through a tendering process and to select the color red for the seats. Staff is directed to remove all existing seating, except for the bench seats at the top of the concourse will remain.

CARRIED

13.02.08

Motion

Commissioners Chad and Loveless to approve the use of expected capital project surplus to fund one or more of the following items to enhance the interior appearance of Arena B.

1. Paint structural steel \$30,820
2. Paint interior doors, frames, handrails and arena boards, renumber benches and doors \$11,350
3. Lean bars at each bleacher bench and stairway handrail \$19,865
4. Relocation of players' box gate \$5,000 est.

CARRIED

FINANCE REPORT

The Manager of Finance and Admin highlighted that there was a surplus of \$180,000 for the period ended December 31, 2012. \$45,000 of the surplus was transferred to the Capital Reserve Fund and \$135,000 of the surplus has been transferred to the Equipment Replacement Fund as per direction from the last Commission meeting.

13.02.09

Motion

Commissioners McNulty and Chad to receive the December 31, 2012 Year End Financials and the January 31, 2013 Monthly Financials.

CARRIED

NORTH SAANICH LEASE REPORT

13.02.10

Motion

Commissioners Daly and Chad that the Commission receive the North Saanich Lease Report and grant staff the authority to work with the CRD to develop a revised Establishing Bylaw to bring back to a future Commission meeting for discussion and if the revised establishing bylaw received approval by the Commission to then have staff proceed to take the necessary steps for the CRD to adopt the revised Bylaw. During this process staff will also work with the District of North Saanich and the CRD to arrive a 25 year lease approval if the Establishing Bylaw is revised allowing the approval of such a lease.

CARRIED

2013 PENINSULA RECREATION LEISURE INVOLVEMENT FOR EVERYONE (LIFE) PROGRAM REPORT

The Senior Manager highlighted the circulated report prepared by Bev Crooks. The program is regional wide across Greater Victoria and started in 1992. There has been significant growth over the last few years.

13.02.11

Motion

Commissioners Bryson and Chad that the Commission accept the recommendation to expand the eligibility criteria of the Life Program to include All residents of the Peninsula and to direct staff to look at ways to attract aboriginal youth in the community to take more advantage of what Panorama Recreation has to offer. Staff to be directed to put this into the policy manual.

CARRIED

VENDING MACHINE REPORT

13.02.12

Motion

Commissioners Loveless and McNulty that the Commission receive the report and encourage staff to continue to improve the healthier product offerings in the vending machines and to instruct staff to explore the possibilities of a refillable water bottle program through the vending machines.

CARRIED

THERMAL ENERGY RECOVERY SYSTEM UPDATE REPORT TO THE CRD STAFF PRESENTED TO THE SAANICH PENINSULA WASTEWATER COMMISSION – FEBRUARY 21, 2013 THERMAL ENERGY RECOVERY SYSTEM – PERFORMANCE OPTIMIZATION PLAN.

Progress continues to be made with optimizing the pool heating system. More work is being done by staff, CRD and the Mini Plant manufacturer, Trane. There still may be a requirement to consider the hiring of a consultant to maximize the heating system.

13.02.13

Motion

Commissioners Chad and McNulty that the Commission receive the report and request staff to continue to find improved operating efficiencies of the Thermal Energy Recovery System and Pool Heating System and to keep the Commission informed of these efficiencies.

CARRIED

NEXT MEETING

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

ADJOURNMENT

13.02.14

Motion

Commissioners McNulty and Helmsing to adjourn the Meeting. Meeting adjourned at 8:05 pm

CARRIED