

**MINUTES OF THE REGULAR MEETING OF THE
THE PENINSULA RECREATION COMMISSION
HELD JANUARY 23, 2014 AT 7:00 p.m.
PANORAMA RECREATION CENTRE**

ATTENDANCE: Tim Chad, Vice-Chair, Alastair Bryson, Marilyn Loveless,
Wayne Ruffle, Ted Daly, Craig Mearns, Gay Helmsing,
Cathie Ounsted

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

Recording Secretary	Bev Crooks
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Meeting Called to Order

ADOPTION OF AGENDA

14.01.01 **Motion**
Commissioners Loveless and Bryson that the December 19, 2013 Agenda be amended with the addition under New Business, Item 1 – Elder College verbal update and Item 2 -Panorama IT issue.

CARRIED

ADOPTION OF MINUTES

14.01.02 **Motion**
Commissioners Ruffle and Daly that the December 19, 2013 Minutes be approved.

CARRIED

DELEGATIONS:

Peninsula Tennis Club

Bob Hill, Susan Hirst of the Peninsula Tennis Club

The Racquet Sports Coordinator introduced Bob Hill, past president of the Peninsula Tennis Club and Susan Hirst, secretary. The Peninsula Tennis club members were recognized for their volunteer work and donation of materials and volunteers that built the tennis cottage that is beside the outdoor tennis courts behind Panorama. The construction crew took a little over a month and a half to construct the cottage. The Peninsula Recreation Commission thanked them for being a partner. The

Racquet Sports Coordinator presented the Tennis Club with a certificate for a three hour court rental booking. The Commission presented them with a sign that will be mounted on the structure acknowledging the contributions of the Peninsula Tennis Club and their volunteers. There are over 100 members and the past-president is pleased to call Panorama their home and thanked the Commission for allowing the club to build the cottage. He also recognized Slegg Lumber's contribution to the project. The next phase of the project for next summer is to install a patio area beside the cottage. The Vice-Chair thanked the club and the volunteers for their hard work and in using our facility.

BUSINESS ARISING FROM THE MINUTES

14.01.03

Motion

Commissioners Loveless and Mearns to receive the verbal update from the Senior Manager on the Amendment Bylaw No. 3008.

CARRIED

CORRESPONDENCE

14.01.04

Motion

Commissioners Mearns and Ounsted to receive correspondence items 1-3.

CARRIED

The Senior Manager spoke about the donation to Superior Collision who involved the local community coming together for a family in need. Panorama has participated over the past few years.

REPORTS

FACILITIES JANUARY MONTHLY REPORT

Measures have been put into place for the hot tub boiler repair. The hot tub is expected to re-open February 4, 2014.

14.01.05

Motion

Commissioners Helmsing and Loveless to receive the January 2014 Maintenance monthly update.

CARRIED

FINANCE REPORT for December 31, 2013.

14.01.06

Motion

Commissioners Mearns and Ounsted to receive the December 31, 2013 Finance Report and the January 31, 2014 Finance Report at the February 28, 2014 Commission meeting.

CARRIED

14.01.07

Motion

Commissioners Mearns and Ounsted to receive the 2013 operating surplus transfer to Greenglade upgrades and reserve fund for information and that the commission approve the transfer of the first \$30,000 of the 2013 operating surplus to the Greenglade upgrades and the remaining balance of the 2013 surplus to the Capital Reserve Fund.

CARRIED

PROGRAM REPORT

2014/2015 International Tennis Federation (ITF) Junior Tennis Tournament, Racquet Sports Coordinator

90 Juniors from over 10 countries attended the 2013 tournament held at the Panorama Recreation facility. The event was a great success from Panorama's perspective and both Tennis Canada and Tennis BC. Eric thanked the Commission for supporting the event. . Eric has done a great job building relationships with sponsors and it will be significantly larger this year.

14.01.08

Motion

Commissioners Bryson and Loveless to receive the 2014/2015 International Tennis Federation (ITF) Junior Tennis Tournament Report and direct staff to finalize and proceed with the hosting of the 2014 and 2015 U18 International Tennis Federation events under the similar format of the 2013 event with a target to improve the net surplus amount of the event.

CARRIED

Commissioner Loveless requested that staff advise The Town Of Sidney as soon as the dates are finalized so that they can coordinate the event with other events.

2014 BCRPA Symposium, Senior Manager

The location for the 2014 BCRPA Symposium is in Kelowna this year. The dates are April 23 to April 25, 2014. Deadline to register for the early bird rates is February 27, 2014.

14.01.09

Motion

Commissioners Loveless and Ounsted to receive the written report on the 2014 BCRPA Symposium and finalize commission members who will be attending the symposium at the February 27, 2014 Commission meeting.

CARRIED

NEW BUSINESS

Peninsula Elder College

The Senior Manager handed out the Peninsula Elder College brochure produced in partnership with Sidney Senior Care. Thank you to the Program Coordinator and Assistant Program Coordinator of Adult programs who organized a successful open house at the Greenglade facility. Several of the Commission and municipal council members were in attendance. Registrations at Elder College have more than doubled from last year. The program is led by a volunteer advisory group. The speakers are all volunteers and there are great affordable programs offered to the community.

14.0-1.10

Motion

Commissioners Mearns and Helmsing to receive the verbal update.

CARRIED

Panorama IT Issue – Senior Manager

This afternoon inappropriate images appeared on the smart tv in the Panorama boardroom during an adult course. Staff is in the process of extending sincere apologies to those in attendance. IT has been notified and has been on site to remedy this matter. The Manager of Program Services was thanked for looking into this matter as quickly as possible.

14.01.11

Motion

Commissioners Mearns and Bryson to receive the Panorama IT issue verbal update

CARRIED

NEXT MEETING

Thursday, February 27, 2014 @ 7:00 p.m.
Location: **Panorama Boardroom**

ADJOURNMENT

14.01.12 Meeting adjourned at 7:42 p.m.

CARRIED

Chair