



**Minutes of a Meeting of the Peninsula Recreation Commission
Held Thursday, September 18, 2014, in the Boardroom, 1885 Forest Park Drive,
North Saanich, BC**

Present: **Commissioners:** C. Jensen (Chair), T. Chad (Vice Chair), A. Bryson, T. Daly, G. Helmsing, C. Mearns, W. Ruffle,
Staff: I. Hennigar, Senior Manager; M. Alsdorf, Acting Manager of Program Services; J. Goodwin, Manager of Facilities and Operations; V. Leigh-Dorin, Manager of Administrative Services; S. Asdal (recorder)
Absent: L. Cross, J. McNulty

The meeting was called to order at 6:59 pm.

1. Approval of Agenda

MOVED by Commissioner Mearns, **SECONDED** by Commissioner Chad, that the agenda be approved.

CARRIED

2. Adoption of Minutes

MOVED by Commissioner Chad, **SECONDED** by Commissioner Mearns, That the minutes of the June 26, 2014 meeting be adopted as previously circulated.

CARRIED

3. Delegations:

- a) Oleene Herman, President, Glen Meadows Curling Association: gave a presentation regarding the Glen Meadows Curling Facility's upcoming closure and the wish of the Association to partner with the Commission to develop a new curling facility on the Saanich Peninsula.

The Commission discussed the following topics:

- A location in Central Saanich would draw residents from the Peninsula as well as the Saanich and Victoria areas
- The Central Saanich area is in need of a recreational facility supported and funded by the Peninsula Recreation Commission
- Whether there are other recreation centres/recreation commissions that operate curling facilities
- The need for additional information

MOVED by Commissioner Bryson, **SECONDED** by Commissioner Ruffle, That staff be directed to contact the Curling Association to discuss opportunities and possible locations for a facility in Central Saanich.

CARRIED

4. **Business Arising from the Minutes**

a) **Programming During BC Teachers' Federation Strike**

I. Hennigar advised that all non-instructional camps offered during the strike were fully booked and generated \$15,000 in extra revenue. The International Students Program (ISP) also attended programming at the Panorama and Greenglade facilities throughout the strike.

The Committee discussed the possibility of providing programming for the ISP throughout the school year. I. Hennigar advised that he has attempted to have School District 63 include a youth pass in the ISP tuition fee for the past few years. He will further discuss this with the school district.

5. **Correspondence**

a) Island Montessori House School Thank You Letter

MOVED by Commissioner Ruffle, **SECONDED** by Commissioner Mearns,
That the Commission receive the correspondence for information.

CARRIED

6. **Editorials**

1. Island Parent – Fall Programs
2. Peninsula News Review – Elder College Retirement Investments Course
3. Peninsula News Review – Panthers Prepare for Home Opener
4. Peninsula News Review – Taking the Plunge
5. Peninsula News Review – Touch a Truck
6. Peninsula News Review – Touch a Truck Cover
7. Peninsula News Review – Panthers Hit the Ice
8. Peninsula News Review – Panthers Prepare for Cougars
9. Peninsula News Review – Pickleball
10. Seaside Magazine – Training Guardian Angels
11. Seaside Magazine – Can We Talk
12. Seaside Magazine – Thank You to Sponsors
13. Seaside Magazine – Last Word
14. Seaside Magazine – Taking it to the Street
15. Seaside Magazine – Life Preservers
16. Times Colonist – Chasing the Dream
17. Times Colonist – Freedom 55 Tennis Event
18. Times Colonist – Khristina Blajkevitch Homecoming
19. Today's Parent – Canadian Playgrounds
20. Victoria News – Hot or Cold?
21. Victoria News – Elder College Retirement Investments Course
22. Victoria News – Bed Races on Beacon – Panorama Recreation
23. Victoria News – Bed Races on Beacon – Team Pier
24. Victoria News – Play in the Park Returns
25. Victoria News – Piranhas Swim Team
26. Victoria News – Women's Singles Tennis
27. Victoria News – Tennis Tourney Wraps Up

28. Victoria News – Sports on the Saanich Peninsula

The Commission discussed the volume of editorials included in the agenda package. It was suggested that going forward, these be sent electronically as an appendix to the agenda package with some hard copies available at the meeting.

MOVED by Commissioner Chad, **SECONDED** by Commissioner Daly,
That the Commission receive the editorials for information.

CARRIED

7. Reports

1) Facilities Report

a) Maintenance Update

J. Goodwin provided an overview of the report.

MOVED by Commissioner Chad, **SECONDED** by Commissioner Ruffle,
That the Commission receive the report for information.

CARRIED

b) Electrical Supply and Control System Report

I. Hennigar provided an overview of the report highlighting the recent damage sustained to cardio equipment monitors, air conditioning, heating, and pump systems from a recent power surge and the resulting costs to replace them.

MOVED by Commissioner Jensen, **SECONDED** by Commissioner Mearns,
That the Commission approve the cost of \$8000 to retain an electrical consultant to carry out the review of engineering work.

CARRIED

c) Ice Plant Replacement Report

I. Hennigar provided an overview of the report.

The Committee discussed the following topics:

- The amount of power provided by BC Hydro
- Emergency procedures in place during power outages
- The transformer located on Panorama Recreation property being the responsibility of Panorama Recreation and not BC Hydro
- The possibility of combining the review of the Panorama Recreation electrical supply and control system and the review/design of the electrical system for the new ice plant into one project
- Federal government infrastructure grant. I. Hennigar confirmed that the ice plant replacement project will not begin until grant funding is in place.
- Safety measures that will be in place to prevent ammonia leaks

MOVED by Commissioner Chad, **SECONDED** by Commissioner Ruffle,
That the Peninsula Recreation Commission approves the cost of retaining an electrical consultant to carry out the review/design of the electrical system for the new ice plant. The costs for this project is to come out of the existing 2014 budget.

CARRIED

d) Recreation Facilities Association of BC Conference – Verbal Report

Deferred to next meeting.

2) Finance Report

a) August 2014 Financials

V. Leigh-Dorin provided an overview of the report highlighting increases in net operations, direct revenues and direct expenses.

MOVED by Commissioner Chad, **SECONDED** by Commissioner Ruffle,
That the Commission receive the report for information.

CARRIED

b) Division Plan

I. Hennigar provided an overview of the plan.

MOVED by Commissioner Mearns, **SECONDED** by Commissioner Ruffle,
That the Commission approve the division plan.

CARRIED

c) Budget Presentation

I. Hennigar provided an overview of the presentation.

The Commission discussed the following topics:

- Programs/services used by Employee Wellness Program patrons and how use is being tracked
- Status of the report which will track pass and programs revenue and be categorized by municipality. I. Hennigar confirmed that preliminary numbers are complete with presentation of the report targeted for the October Commission meeting.
- User groups that are being included in the report
- Levels of municipal funding directed towards the Commission and levels of infrastructure/services currently provided to each municipality by the Commission
- The need for the Commission to provide a recreational facility in Central Saanich and possible locations

MOVED by Commissioner Daly, **SECONDED** by Commissioner Bryson,
That it be recommended to the Capital Regional District Board:
That the budget be approved.

CARRIED

8. New Business

a) Long Term Capital Plan

I. Hennigar provided an overview of the draft plan noting that legislation requires completion of a five year plan; Panorama is the first CRD division to create a 25 year capital plan.

The Commission discussed the following topics:

- Upcoming projects and seeking available grant funding to assist with costs
- Incorporating assets and liabilities into the capital plan process

MOVED by Commissioner Chad, **SECONDED** by Commissioner Mearns,
That the Commission receive the report for information.

CARRIED

9. Adjournment

MOVED by Commissioner Ruffle, **SECONDED** by Commissioner Mearns,
That the meeting be adjourned at 9:05 pm.

CARRIED

CHAIR

RECORDER