



**Minutes of a Meeting of the Peninsula Recreation Commission
Held Thursday, January 22, 2015, in the Boardroom, 1885 Forest Park Drive,
North Saanich, BC**

Present: **Commissioners:** W. Ruffle (Chair), T. Chad, A. Finall, H. Gartshore, N. Paltiel, S. Price, R. Windsor

Staff: J. Goodwin, Acting Senior Manager; L. Brewster, Acting Manager of Program Services; V. Leigh-Dorin, Manager, Administrative Services; D. Ray-Wilks, Community Recreation Coordinator, Adult Programs; S. Asdal (recorder)

Absent: B. Losie, J. McNulty

The meeting was called to order at 7:00 pm.

1. Election of Chair (pursuant to Section 792 of the Local Government Act)

J. Goodwin called for nominations for the position of Chair of the Peninsula Recreation Commission.

Commissioner Finall nominated Commissioner Ruffle.
Commissioner Ruffle accepted.

Commissioner Price nominated Commissioner Chad.
Commissioner Chad accepted.

J. Goodwin called for nominations a second and third time and hearing none declared nominations closed. Ballots were distributed, collected and counted by V. Leigh-Dorin and J. Goodwin.

Following the counting of ballots, J. Goodwin declared Commissioner Ruffle Chair of the Peninsula Recreation Commission.

MOVED by Commissioner Finall, **SECONDED** by Commissioner Windsor,
That the ballots be destroyed.

CARRIED

2. Election of Vice Chair (pursuant to Section 792 of the Local Government Act)

Chair Ruffle called for nominations for the position of Vice Chair of the Peninsula Recreation Commission for 2015.

Commissioner Finall nominated Commissioner Paltiel.
Commissioner Paltiel accepted.

Chair Ruffle called for nominations a second and third time and hearing none declared nominations closed.

Chair Ruffle declared Commissioner Paltiel Vice Chair of the Peninsula Recreation Commission by acclamation.

3. **Approval of Agenda**

MOVED by Commissioner Price, **SECONDED** by Commissioner Paltiel, that the agenda be approved.

CARRIED

4. **Adoption of Minutes**

MOVED by Commissioner Windsor, **SECONDED** by Commissioner Paltiel, That the minutes of the December 17, 2014 meeting be adopted as previously circulated.

CARRIED

5. **Delegations**

- a) Linda Michaluk re: item 8. 3) a): spoke of the need for Panorama Recreation to offer a “no frills” active pass for seniors and the community at the same price and with the same benefits as the Employee Wellness Program pass.

MOVED by Commissioner Finall, **SECONDED** by Commissioner Windsor, That staff be directed to report back to the Peninsula Recreation Commission at its February 26, 2015 meeting on the current and projected revenue generated by the purchase of Panorama Recreation active passes by seniors.

CARRIED

6. **Correspondence**

- a) Letter from Rosemarie Gage re: Employee Wellness Program Pass
- b) Letter from Linda Michaluk re: Active Pass
- c) Anglican Parish of Central Saanich Thank You Letter
- d) Friends of Braefoot Thank You Card
- e) British Columbia Recreation and Parks Association (BCRPA) Symposium Notice

MOVED by Commissioner Paltiel, **SECONDED** by Commissioner Finall, That the Commission receive the correspondence for information.

CARRIED

7. **Editorials**

The Commission discussed the relevance of including editorials in the agenda package when the information is readily available in local publications.

MOVED by Commissioner Windsor, **SECONDED** by Commissioner Chad, That the Commission receive the editorials for information and going forward editorials be excluded from the Commission agenda.

CARRIED

8. **Reports**

1) **Facilities Report**

a) Maintenance Department Report

J. Goodwin provided an overview of the report. The Commission discussed systems in place to protect equipment in the event of a power outage.

MOVED by Commissioner Paltiel, **SECONDED** by Commissioner Windsor,
That the Commission receive the report for information.

CARRIED

2) Finance Report

a) 2014 Operating Surplus and Capital Reserve Fund

V. Leigh-Dorin provided an overview of the report.

MOVED by Commissioner Chad, **SECONDED** by Commissioner Paltiel,
That the Commission approve transfer of the 2014 operating surplus to the capital reserve fund.

CARRIED

b) 2014 Deferred Capital Expenditures

V. Leigh-Dorin presented an overview of the report. The Commission discussed the cost of the phone system replacement.

MOVED by Commissioner Chad, **SECONDED** by Commissioner Paltiel,

That the Commission recommend to the Board that:

The 2015 Peninsula Recreation Capital Plan is revised to add an additional \$25,075 for equipment expenses to be funded from the equipment replacement reserves and to include it as part of the final budget.

CARRIED

c) November 2014 Statement of Operations

V. Leigh-Dorin presented the report noting that the December 2014 and January 2015 reports will be presented at the February 26, 2015 Commission meeting.

MOVED by Commissioner Chad, **SECONDED** by Commissioner Windsor,
That the Commission accept the report for information.

CARRIED

3) Program Report

a) Employee Wellness Pass

L. Brewster provided an overview of the report. The Committee discussed the cost of the pass.

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

CARRIED

b) Early Arena Ice Closure, March 31, 2015

The Committee discussed public reaction to the upcoming closure.

MOVED by Commissioner Finall, **SECONDED** by Commissioner Paltiel,
That the Commission receive the report for information.

CARRIED

c) Communications Plan – Arena Refrigeration System Replacement

MOVED by Commissioner Price **SECONDED** by Commissioner Paltiel,
That the Commission receive the report for information.

CARRIED

4) 2015 Peninsula Recreation Commission Meeting Dates

J. Goodwin presented the report and noted that the February 26, 2015 Commission meeting will be held at the Greenglade Community Centre to accommodate extra attendance due to the employee recognition ceremony.

The Commission discussed the possibility of holding all Commission meetings at the Greenglade Community Centre due to the larger room capacity.

MOVED by Commissioner Finall, **SECONDED** by Commissioner Paltiel,
That the Commission approve the proposed meeting dates.

CARRIED

9. New Business: There was none.

10. Adjournment

MOVED by Commissioner Price, **SECONDED** by Commissioner Paltiel,
That the meeting be adjourned at 7:54 pm.

CHAIR

RECORDER