



**Minutes of a Meeting of the Peninsula Recreation Commission
Held Thursday, February 26, 2015, in the Boardroom, 1885 Forest Park Drive,
North Saanich, BC**

Present: **Commissioners:** W. Ruffle (Chair), N. Paltiel (Vice Chair), T. Chad, A. Finall, H. Gartshore, S. Price, R. Windsor
Staff: L. Brewster, Acting Senior Manager; J. Goodwin, Manager of Facilities and Operations; V. Leigh-Dorin, Manager, Administrative Services; M. Alsdorf, Community Recreation Coordinator – Youth Programs, C. Watts, Aquatic Coordinator, D. Ray-Wilks, Community Recreation Coordinator – Adult Programs; S. Asdal (recorder)
Absent: B. Losie

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

1. Approval of Agenda

MOVED by Commissioner Chad, **SECONDED** by Commissioner Windsor,
That the agenda be approved with the addition of “British Columbia Recreation and Parks Association (BCRPA)” as item 8. a) and the supplementary agenda.

CARRIED

2. Adoption of Minutes

MOVED by Commissioner Chad, **SECONDED** by Commissioner Windsor,
That the minutes of the January 22, 2015 meeting be adopted as previously circulated.

CARRIED

3. Employee Recognition

L. Brewster, M. Alsdorf, and C. Watts presented employees with five and ten year service awards. Chair Ruffle thanked the recipients for their dedication and commitment.

J. McNulty and N. Paltiel entered the meeting at 7:10 pm.

4. Presentations/Delegations

- a) Linda Michaluk re: Employee Wellness Program – Withdrawn
- b) Alison Chamberlain, Joan Wharf Higgins, University of Victoria, re: Youth Pass Program Report 2015: provided a presentation on the report findings and recommendations.

MOVED by Commissioner Chad, **SECONDED** by Commissioner Paltiel,
That the Youth Pass Program Report 2015 be received for information and forwarded to staff.

CARRIED

MOVED by Commissioner Finall, **SECONDED** by Commissioner Chad,
That the main motion be amended as follows: That the Youth Pass Program Report 2015 be received for information, revised to include the financial impact of the Youth Pass on revenue and forwarded to staff.

CARRIED

5. Business Arising from the Minutes

a) Meetings at Greenglade Community Centre

The Commission discussed the following topics:

- Functionality of Room #1 at Greenglade for Commission meetings
- Availability of larger capacity rooms at Greenglade
- Utilizing a meeting space in Central Saanich
- Rotating meetings between Panorama Recreation Centre, Greenglade and a Central Saanich location

MOVED by Commissioner Chad, **SECONDED** by Commissioner McNulty,
That staff be directed to report back at the next meeting of the Peninsula Recreation Commission meeting on meeting space options at Greenglade Community Centre.

CARRIED

MOVED by Commissioner Windsor, **SECONDED** by Commissioner Chad,
That the main motion be amended as follows: That staff be directed to report back at the next meeting of the Peninsula Recreation Commission meeting on meeting space options at Greenglade Community Centre, Central Saanich and Panorama Recreation Centre and options for rotating meetings between the three locations.

CARRIED

6. Correspondence

- a) Letter from Gary Holman, MLA re: Crystal Award
- b) Victoria Children's Choir Thank You Letter
- c) Town of Sidney Thank You Letter
- d) Superior Collision Thank You Card

MOVED by Commissioner McNulty, **SECONDED** by Commissioner Price,
That the correspondence be received for information.

CARRIED

7. Reports

1) Facilities Report

a) Maintenance Department Report

J. Goodwin provided an overview of the report advising that Google Business Photos will be conducting a virtual tour of Panorama Recreation Centre in the spring.

The Commission discussed the cost of the Panorama Recreation Centre washroom renovation and requested that staff include project costs in future maintenance department reports.

MOVED by Commissioner Chad, **SECONDED** by Commissioner McNulty,
That the report be received for information.

CARRIED

2) Finance Report

a) December 2014 Year End Financial Report

V. Leigh-Dorin provided an overview of the report. The Commission discussed the effectiveness of the Saanich Peninsula Wastewater Treatment Plant heat transfer program.

MOVED by Commissioner Chad, **SECONDED** by Commissioner Paltiel,
That the report be received for information.

CARRIED

b) January 2015 Statement of Operations

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

MOVED by Commissioner Chad, **SECONDED** by Commissioner McNulty,
That the report be received for information.

CARRIED

3) Program Report

a) Active Annual Pass and Per Visit Passes for Seniors

L. Brewster provided an overview of the report. The Commission discussed the following topics:

- Projected increase of passes sold to seniors if offered at a discounted price
- Potential benefits to be included in a discounted seniors pass
- The impact of a discounted pass on revenue
- Offering a discounted pass on a trial basis
- The percentage of the pass fee paid by users and subsidized by taxpayers
- Staff were requested to address the discounted pass in the April Fees and Charges report and to include a projection of discounted pass sales and impact on revenue

MOVED by Commissioner McNulty, **SECONDED** by Commissioner Chad,
That the report be received for information.

CARRIED

b) Enabling Accessibility Grant Funding – Greenglade Washroom Renovation

D. Ray-Wilks provided an overview of the report.

MOVED by Commissioner Chad, **SECONDED** by Commissioner McNulty,
That the report be received for information.

CARRIED

c) 2014 Program Report for September to December

L. Brewster provided an overview of the report. The Commission discussed participation levels for Active Aging Week.

MOVED by Commissioner Finall, **SECONDED** by Commissioner McNulty,
That the report be received for information.

CARRIED

d) Renewal of Strategic Plan

L. Brewster provided an overview of the report.

MOVED by Commissioner Price, **SECONDED** by Commissioner Windsor,
That staff proceed with a Call for Credentials to hire a consultant to assist in the development of a 2016 to 2021 Strategic Plan.

CARRIED

8. New Business

British Columbia Recreation and Parks Association (BCRPA)

Chair Ruffle advised that Commissioners wishing to attend the May 6 – 8, 2015 BCRPA Symposium are to contact L. Brewster.

9. Adjournment

MOVED by Commissioner Chad, **SECONDED** by Commissioner Ruffle,
That the meeting be adjourned at 8:01 pm.

CHAIR

RECORDER