



**Minutes of a Special Meeting of the Peninsula Recreation Commission
Held Thursday, April 30, 2015, in the Boardroom, 1885 Forest Park Drive,
North Saanich, BC**

Present: **Commissioners:** W. Ruffle (Chair), N. Paltiel (Vice Chair), T. Chad, H. Gartshore, C. Jensen (for R. Windsor), B. Losie, J. McNulty, S. Price, A. Finall
Staff: A. Liu, Manager, Environmental Engineering, L. Brewster, Acting Senior Manager; V. Leigh-Dorin, Manager of Administrative Services; J. Goodwin, Manager of Facilities and Operations, E. Jory (recorder)

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

1. Approval of Agenda

MOVED by Commissioner Finall, **SECONDED** by Jensen,
That the agenda be approved with the addition of Item 3(a) Strategic Survey.

CARRIED

2. Adoption of Minutes

MOVED by Commissioner McNulty, **SECONDED** by Commissioner Jensen,
That the minutes of the April 23, 2015 meeting be adopted as previously circulated.

CARRIED

3. Business Arising from the Minutes

MOVED by Commissioner McNulty, **SECONDED** by Commissioner Losie,
That there was no business arising from the Minutes of April 23, 2015.

CARRIED

a) Strategic Survey

The strategic survey has been received by all commissioners. The Chair advised the link to the survey must be completed by May 4th at 5:00pm re: Strategic Planning. A general discussion took place. Commissioners can contact L. Brewster with any further questions. Staff will provide the link to A. Finall.

MOVED by Commissioner McNulty, **SECONDED** by Commissioner Hartshorne,
That the Peninsula Recreation Commission acknowledge receipt of the Strategic Survey and will complete the online form by May 4, 2015.

CARRIED

4. Arena Refrigeration and Mechanical Systems Upgrade, Phase 1 – Award of Contract 13-1785C

- A. Liu provided an overview of the report and made a recommendation the Commission accept the sole tender bid received from Aral Construction. Aral Construction uses Houle

Electrical for sub-contract work, and both companies have been involved in past projects with good results.

- V. Leigh-Dorin reported that \$256,000 would be transferred from the equipment replacement fund to accommodate the revised budget, while keeping a healthy balance in the fund.
- A general discussion followed.

MOVED by Commissioner Losie, **SECONDED** by Commissioner Chad,
That the Peninsula Recreation Commission approve:

That the ice plant replacement project budget increase from \$950,000 to \$1,236,000 and direct staff to amend the operating budget to reduce transfers to the equipment replacement fund by \$256,000.

That the Contract 13-1785C, Panorama Recreation Centre Refrigeration System Electrical and Class "T" Machine Room Upgrade, be awarded to Aral Construction 2014 Ltd. In the amount of \$430,896.40 including GST.

CARRIED

5. Adjournment

MOVED by Commissioner Price, **SECONDED** by Commissioner Jensen,
That the meeting be adjourned at 7:30 pm.

CARRIED

CHAIR

RECORDER