



**PENINSULA RECREATION COMMISSION**  
**Tuesday, October 20, 2015 at 7:00 pm**  
**Boardroom, 1885 Forest Park Drive, North Saanich, BC**

**AGENDA**

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1. Approval of Agenda
2. [Adoption of Minutes of September 10, 2015](#)
3. Chair's Remarks
4. Presentations/Delegations
5. Commission Business
  - a) [2016-2020 Strategic Plan Design](#)
  - b) [Communication Plan for 2016-2020 Strategic Plan](#)
  - c) [Service Plan and Budget Review](#)
  - d) [September 2015 Statement of Operations](#)
  - e) [New Facility in Central Saanich](#)
  - f) [Victoria Island Health Contract](#)
  - g) [Canada 150 Community Infrastructure Grant](#)
  - h) [Kraft Hockeyville](#)
6. New Business
7. Motion to close the meeting in accordance with the Community Charter Part 4, Division 3, Section 90 (1) (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.
8. Adjournment

Next Meeting – November 26, 2015 @ 7:00 pm

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**Minutes of a Meeting of the Peninsula Recreation Commission  
Held Thursday, September 10, 2015, in the Boardroom, 1885 Forest Park Drive,  
North Saanich, BC**

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**Present: Commissioners:** W. Ruffle (Chair), N. Paltiel (Vice Chair), T. Chad, A. Finall, H. Gartshore, C. Jensen (for R. Windsor), B. Losie, J. McNulty, S. Price  
**Staff:** L. Brewster, Acting Senior Manager; M. Alsdorf, Acting Manager of Program Services; J. Goodwin, Manager of Facilities and Operations; V. Leigh-Dorin, Manager of Administrative Services; A. Liu, Manager, CRD Environmental Engineering; Dustin Ray-Wilks, Recreation Management Software Project Lead; S. Asdal (recorder)

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

**1. Approval of Agenda**

**MOVED** by Commissioner McNulty, **SECONDED** by Commissioner Gartshore,  
That the agenda be approved with item 4. a) moved to item 4. d) and the addition of  
“Greenglade Community Centre Lease” as item 6. a).

**CARRIED**

**2. Adoption of Minutes**

**MOVED** by Commissioner Price, **SECONDED** by Commissioner Losie,  
That the minutes of the June 25, 2015 meeting be adopted as previously circulated.

**CARRIED**

**3. Presentations/Delegations:** There were none.

**4. Commission Business**

**a) Maintenance Department Report**

A. Liu provided an overview of the refrigeration plant project and J. Goodwin provided an update on summer maintenance events and projects.

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

**CARRIED**

**b) July 2015 Statement of Operations and 2015 Capital Infrastructure Update**

V. Leigh-Dorin provided an overview of the report

**MOVED** by Commissioner Losie, **SECONDED** by Commissioner Jensen,  
That the report be received for information.

**CARRIED**

**c) Kraft Hockeyville Verbal Update**

M. Alsdorf provided an update of the events planned for Kraft Hockeyville and advised that ticket lottery results have been posted.

**MOVED** by Commissioner Chad, **SECONDED** by Commissioner Losie,  
That the update be received for information.

**CARRIED**

**d) Draft Panorama Recreation Strategic Plan**

L. Brewster provided an overview of the draft Strategic Plan highlighting the planning process, community engagement results, strategic priorities and implementation into work and financial plans.

The Commission discussed the following topics:

- Collaborating with community organizations to explore funding opportunities
- Exploring the feasibility of providing food trucks at Panorama Recreation
- Partnering with the school district to provide programs on food awareness and security
- Long term debt and general capital fund

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

**CARRIED**

**5. Correspondence**

**a) District of North Saanich re: Pickleball Courts**

L. Brewster provided an overview of the inventory of indoor and outdoor pickleball courts within the Capital Regional District. The Commission discussed courts available on the Saanich Peninsula.

**MOVED** by Commissioner Finall, **SECONDED** by Commissioner McNulty,  
That the pickleball court inventory be sent to the District of Central Saanich, the District of North Saanich and the Town of Sidney for information, stating that it is the view of the Commission that pickleball players are well served by existing pickleball courts on the Saanich Peninsula.

**CARRIED**

**Commissioner Jensen OPPOSED**

**MOVED** by Commissioner Finall, **SECONDED** by Commissioner Paltiel,  
That the Commission revisit the issue of pickleball court availability at future budget discussions.

**CARRIED**

6. **New Business**

a) **Greenglade Community Centre Lease**

L. Brewster provided an update on the lease noting that it expires at the end of December 2015. Staff are in discussions with the school district regarding a long term lease; a staff report will be presented at the October Commission meeting.

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

**CARRIED**

7. **Motion to Close the Meeting**

**MOVED** by Commissioner Losie, **SECONDED** by Commissioner Jensen,  
That the Commission close the meeting in accordance with the Community Charter Part 4,  
Division 3, Section 90 (1) (g) litigation or potential litigation affecting the municipality.

**CARRIED**

The Commission moved to the closed session at 8:37 pm.

The Commission rose from the closed session at 8:48 pm without report.

8. **Adjournment**

**MOVED** by Commissioner Chad, **SECONDED** by Commissioner Price,  
That the meeting be adjourned at 8:48 pm.

**CARRIED**

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
RECORDER

# Strategic Plan 2016 - 2020



# Strategic Plan 2016 - 2020

## Message from the Commission



The Peninsula Recreation Commission is pleased to share our new five-year strategic plan. We are committed to improving the health and wellness of our community through a variety of recreation opportunities; offering a holistic approach to well-being that extends to diverse interests in art, sport, active play and more.

Our 2016-2020 Strategic Plan outlines strategies and initiatives that will guide us in providing opportunities for recreation, play, passions and interests for the mind, body and soul. It reflects engagement with our key stakeholders and user groups, staff, patrons and broader community who provided valuable input to help shape the direction of Panorama Recreation's future.

This plan includes an ongoing and long-term commitment to engage with community members and stakeholders to work together to enhance recreation programs, services, and facilities for the Saanich Peninsula. This commitment supports our mission of promoting individual and community wellness to the residents we serve, as well as aligning with the mission of the Capital Regional District to work together to build a vibrant, liveable and sustainable region.

The Strategic Plan represents the next step in health and wellness for our community and I look forward to the next five years. I wish to thank all who contributed to the strategic planning process and those who will be working with us to make it a reality!

Wayne Ruffle, Chair  
Peninsula Recreation Commission

# 1. Mission and Values

## Mission

Panorama Recreation promotes individual and community wellness by providing recreation opportunities in an effective and efficient manner reflecting the needs of our communities.



## Values

- **Service:** Services and operations are of the highest quality, with available resources.
- **Outreach:** We increase community and citizen awareness of the benefits of recreation to quality of life.
- **Inclusiveness:** Our services are inclusive and accessible.
- **Community:** We foster personal and community self-reliance and volunteerism.
- **Collaboration:** We provide services and opportunities through integrated partnerships wherever appropriate.
- **Integrity:** We operate with the community's best interest as our guide and work to support a positive image of Panorama Recreation.
- **Innovation:** We are an innovative and creative organization that is dedicated to continuous improvement.
- **Sustainability:** Our services and operations are carried out in environmentally responsible ways.
- **Transparency:** We operate within an atmosphere of open communication and respect with the Commission, staff and the public.

## 2. Commitment to the Communities We Serve



Panorama Recreation is accountable to the communities we serve and the Capital Regional District. We work to ensure we are always accountable and we strive to live out our commitment to the community members we serve and the sports and community groups we support, each and every day. We even work to encourage and support those community members who haven't yet walked through our doors.

### **We are committed to:**

1. Promoting individual and community well-being.
2. Fostering active living through recreation programs and services.
3. Building healthy families and communities.
4. Enhancing opportunities for diversity in all its forms to come together in recreation, play and learning opportunities.
5. Respecting our partners and building equitable relationships to enhance programs and services.
6. Growing innovation and creativity.
7. Facilitating opportunities for social interaction and connection.
8. Providing community leadership opportunities for our residents through volunteerism, employment and training.
9. Ensuring a safe and welcoming environment for all.

### 3. Strategic Priorities

Our strategic priorities articulate our direction for the next five years. They are the foundation of our Strategic Plan and the point from which Strategic Initiatives, staff work plans and day-to-day priorities flow.

- 1. Develop and implement a collaborative model for evaluating facility needs on the Saanich Peninsula.** This may include a multi-use facility and an outdoor artificial turf field. Peninsula Recreation Commission will work with partners to explore the feasibility of these facilities.
- 2. Explore the feasibility of establishing food services at Panorama Recreation.** This would include healthy eating options and would facilitate social interaction to improve the health of our community.
- 3. Develop an arts-based strategy to expand art programs and services that will improve and promote the health on the Saanich Peninsula.** Participation in the arts has been shown to improve well-being. Peninsula Recreation Commission will work to develop partnerships to assist with the development and delivery of these programs for all ages.
- 4. Identify strategies to enhance and complement programs and services offered by the Peninsula Recreation Commission.** This would include evaluating our current capacity for program delivery and determining the needs of our community.



## 4. Initiatives

1. **Strategic Priority:** Develop and implement a collaborative model for evaluating facility needs on the Saanich Peninsula.

**Goal:**

Work with key stakeholders to develop a process and model for evaluating facilities and other major capital requests.

**Actions:**

- Develop and implement a community engagement plan to determine the need for additional recreation space;
- Conduct a financial analysis for the creation and operation of a multi-use facility. This may include partnerships with key stakeholders;
- Evaluate and determine overall feasibility of an artificial turf field;
- Assess and make recommendations for multi-purpose space needs in all three communities;
- Evaluate and develop a framework for Central Saanich recreation facility needs.

2. **Strategic Priority:** Explore the feasibility of establishing food services at Panorama Recreation.

**Goal:**

Investigate the feasibility of providing food services at Panorama Recreation.

**Actions:**

- Develop and implement a community engagement plan to determine the need and specific demands for food services at Panorama Recreation.
- Conduct a financial analysis and review best practices for food service in recreation facilities.
- Commit to integrating healthy food options into our food service offerings.
- Capture opportunities for social interaction as it relates to potential food service enhancement.

**3. Strategic Priority:** Develop an arts-based strategy to expand art programs and services that will improve and promote the health on the Saanich Peninsula.

**Goal:**

Increase and enhance art-based programs and services.

**Actions:**

- Develop partnerships with key stakeholders to advise and assist in art-based program development.
- Identify art-based programs to be implemented in future staff work plans.
- Inventory and needs assessment of facilities that can accommodate the arts in the Saanich Peninsula.
- Develop a plan based on needs assessment results.
- Promote and enhance engagement in the arts through education, art display opportunities and optimizing outreach on the Saanich Peninsula.
- Develop and implement a community engagement plan to assist staff in the establishment and enhancement of art-based programs and services.
- Identify strategies to enhance and complement programs and services offered by the Peninsula Recreation Commission. This would include evaluating our current capacity for program delivery and determining the needs of our community.

**4. Strategic Priority:** Identify strategies to enhance and complement programs and services offered by the Peninsula Recreation Commission. This would include evaluating our current capacity for program delivery and determining the needs of our community.

**Goal:**

Increase the number of successful registered programs.

**Actions:**

- Develop a community engagement plan and an education framework to assess potential opportunities (as well as gaps) in program delivery and explore potential partnerships.
- Conduct an evaluation of facility capacity for program and service delivery on the Saanich Peninsula and identify strategies to optimize space.
- Conduct a gap analysis of recreation services on the Saanich Peninsula.
- Promote and enhance community engagement services in recreation through education.
- Conduct seasonal program offering analysis as part of staff work plans.

## 5. We will know we are successful when...

- Patrons consistently recognize Panorama Recreation as a place where they belong and always feel welcome.
- Our program offerings reflect the diverse and changing needs of our community so that participation levels are enhanced and programs appeal to diverse patrons.
- Panorama Recreation facilitates a variety of physical and mental opportunities for social engagement and learning for the members of our community in the areas of sports and physical activity, arts, life-long learning, and wellbeing.





**REPORT TO PENINSULA RECREATION COMMISSION  
MEETING OF TUESDAY, OCTOBER 20, 2015**

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**SUBJECT    COMMUNICATION PLAN FOR THE 2016-2020 STRATEGIC PLAN**

**ISSUE**

To request approval of the Communication Plan for the 2016 – 2020 Strategic Plan.

**BACKGROUND**

Peninsula Recreation Commission has developed and approved its Strategic Plan for 2016-2020. The plan identifies and outlines the Commission's priorities for the next five years, as well as reaffirms its mission, values and commitments to the communities it serves. Through the strategic planning process, key stakeholders, user groups, staff, patrons and the community at large were engaged through the development of the new strategic plan, with their input helping to shape the future direction of Panorama Recreation. With a final Strategic Plan now in place, it's important to communicate the details of the plan with those who helped shape it. Furthermore, staff should be engaged on the new plan so that implementation planning can begin.

The communications goal is to ensure that stakeholders are aware of the new Strategic Plan, understand the priorities and direction for the next five years and understand their role or contribution in working toward the initiatives outlined in the plan. The communication plan's target audience would include:

- Commission members,
- Panorama Recreation staff,
- Key stakeholders such as member municipalities,
- User groups,
- Patrons and
- The communities the Peninsula Recreation Commission serves.

The strategies to communicate the plan are as follows:

- Presentations: Short presentations to municipal councils or the Commission to be briefed with a presentation outlining the plan.
- Workshop: A staff workshop is organized to provide an overview of the plan and the development of an implementation plan.
- Email Blast: The Strategic Plan is distributed by email to key stakeholders, community partners and user groups for which email contacts are available.
- Press release: A short press release with key highlights of the plan is developed and sent to the media.
- Website update: The new Strategic Plan is uploaded to the website.
- Facebook, Twitter, other social media: A website link to the new plan, along with a message, is distributed through the social media channels.

**ALTERNATIVES**

1. That the Peninsula Recreation Commission approve the Communication Plan for the 2016-2020 Strategic Plan.
2. That the Peninsula Recreation Commission does not approve the Communication Plan for the 2016-2020 Strategic Plan and provides further direction to staff.

**IMPLICATIONS**

**SOCIAL IMPLICATIONS**

The Strategic Plan outlines initiatives to improve the health and wellness of the community by developing and enhancing recreation programs and services.

**ECONOMIC IMPLICATIONS**

In order to supplement the social media strategies, the plan will be printed for distribution for presentations, community events and residents. The cost of printing 300 copies is approximately \$360.00 for distribution.

**RECOMMENDATION(S)**

That the Peninsula Recreation Commission approve the Communication Plan for the 2016-2020 Strategic Plan.



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Lorraine Brewster  
Senior Manager

LB:sa



## REPORT TO PENINSULA RECREATION COMMISSION MEETING OF TUESDAY, OCTOBER 20, 2015

### **SUBJECT**    **SERVICE PLAN AND BUDGET REVIEW**

### **ISSUE**

This report is to provide information on the service and financial plans for review by the Commission and recommend approval to the Capital Regional District (CRD) Board.

### **BACKGROUND**

Service plans are developed to outline core service information including key service drivers such as trends, service levels and workforce considerations. These plans also highlight divisional initiatives and implications for the overall work program and budget for a specific area. A CRD Corporate Plan has also been developed to ensure the organization remains focused on achieving Board priorities while continuing to effectively and efficiently deliver services.

The planning cycle is aligned with the 4 year election cycle and includes multi-year financial plans to establish a longer term focus regarding the allocation of resources required to deliver programs and services needed by the community and to accomplish CRD Board priorities. The budget planning cycle is linked to the statutory five year financial plan which shows the planned operating and capital expenditures and required revenue to support the plan.

The presentation of service plans to the appropriate committee and commissions allows for a more detailed assessment of service delivery and programs. This process provides committees and commissions the opportunity to review work programs and make service amendments as necessary.

The following planning process has been undertaken for the 2016-2019 term:



Under Board direction, the Peninsula Recreation Commission is responsible for reviewing the service plan and budget and recommending approval to the Board. Ultimately, the Board is responsible for approval of all of the service budgets.

### **ALTERNATIVES**

That the Peninsula Recreation Commission recommend to the Capital Regional District Board:

1. That the Peninsula Recreation 2016 service plan and budget be approved.
2. That the Peninsula Recreation 2016 service plan and budget be approved after the recommended changes have been made.

**FINANCIAL IMPLICATIONS**

The requisition request for 2016 is \$4,528,310, an increase of \$88,790 or 2% over 2015. Based on 2015 revised assessments this is an average of \$4.14 per residential assessment. Five-year operating and twenty-five year capital budgets show a need for this increase in 2016. User funding, excluding debt servicing, remains above the 50% mark.

**CONCLUSION**

The Peninsula Recreation service plan and budget are part of the overall planning cycle for the CRD. The 2016-2019 service plan and 2016-2020 budget are ready for review by the Commission and approval by the CRD Board.

**RECOMMENDATION**

That the Peninsula Recreation Commission recommend to the Capital Regional District Board:

That the Peninsula Recreation 2016 service plan and budget be approved.



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Lorraine Brewster  
Senior Manager

LB:sa

Attachments: Appendix A – Service Plan  
Appendix B – Operating and Capital Financial Plan

# Service Plan for Peninsula Recreation

2016-2019



Capital Regional District

*Date submitted:*        *October 1, 2015*



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# 1 Overview

## 1.1 Division & Service Summary

The mandate of Peninsula Recreation is to foster individual and community wellbeing in the communities of the Saanich Peninsula including the residents of the District of Central Saanich, the District of North Saanich, and the Town of Sidney. Peninsula Recreation administers service delivery through the Panorama Recreation Centre, which has two arenas, an indoor swimming pool and indoor leisure pool (both using a salt purification system) with the tallest waterslide in the region which is wheel chair accessible, four indoor tennis courts, two outdoor tennis courts, weight room and fitness studio, squash and racquetball courts, and three small multi-purpose rooms.

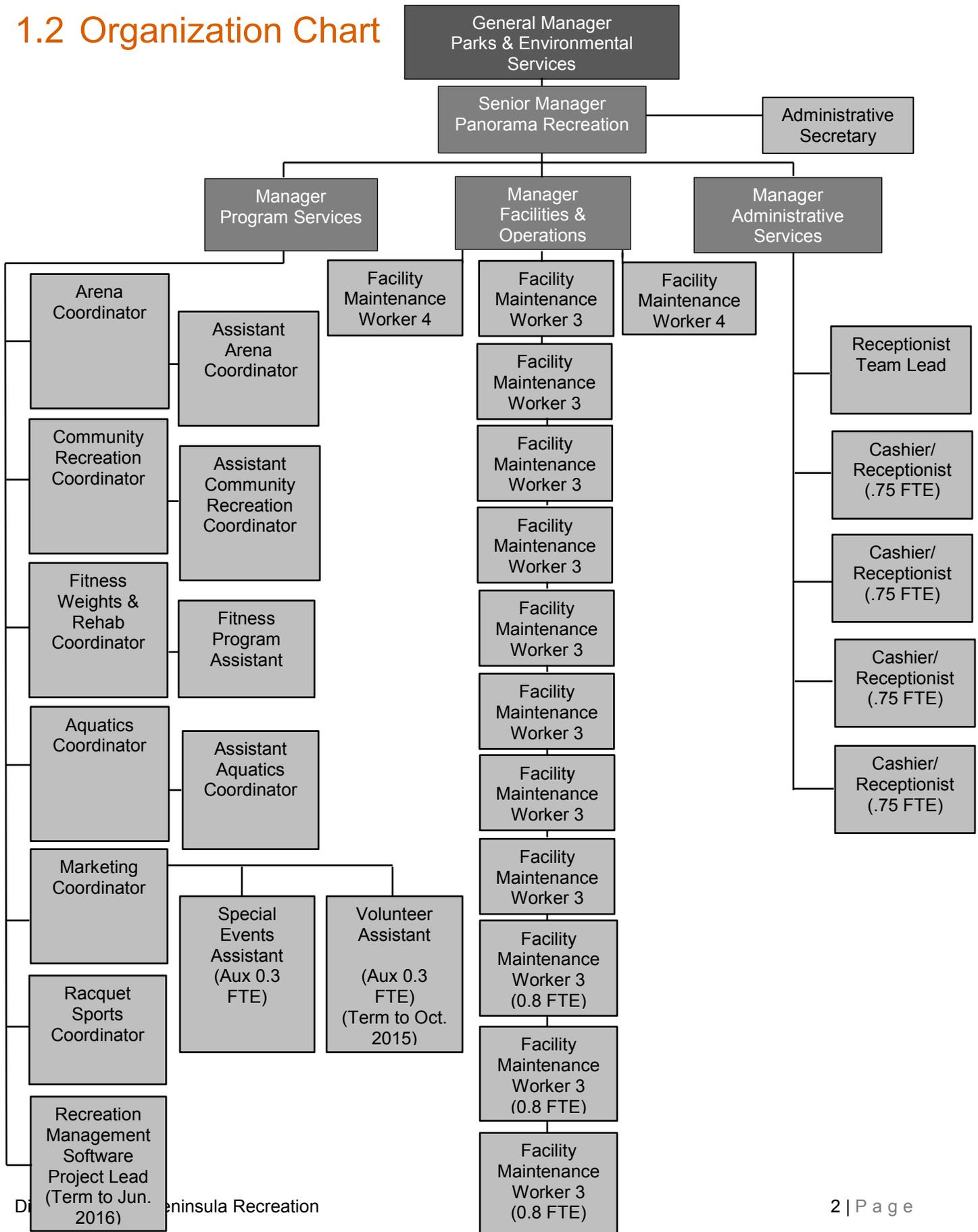
Peninsula Recreation also operates a satellite location, Greenglade Community Centre, which was formerly a local elementary school. The amenities include a gymnasium, a number of activity rooms for program use, pottery studio, weight and fitness room, mind and body studio, dance studio, teen lounge, and sports fields. The Centre has become a valuable asset for the delivery of recreation programs and services.

Peninsula Recreation delivers a variety of programs through several joint use agreements and partnerships with local organizations including School District No. 63, North Saanich Middle School, and Central Saanich Cultural Centre.

Furthermore, regional and corporate initiatives and partnerships provide a number of programs and services which allow sharing of resources and provide opportunities for additional programs and services.

Service Purpose , Role or Overview	Participants	Funding Sources	CRD Board Committee and/or Commission Reporting Structure
To operate two ice arenas and an aquatics complex and provide recreation and community use services for the three municipalities on the Saanich Peninsula	Sidney, Central Saanich, and North Saanich,	Requisition, grants, sponsorships, donations, non-tax revenue	Peninsula Recreation Commission

# 1.2 Organization Chart



## 1.3 Key Trends, Issues & Risks – Service Specific

The Peninsula has an aging population and serves four First Nations. This creates some unique needs for programs, services and facilities, including accessibility.

An increase in sedentary lifestyles and risk factors for disease, such as obesity, has become prevalent in children and youth due to increased screen time during their free time instead of active recreation and unstructured play. Physical literacy in recreation programs and services can address sedentary behaviours.

Aging infrastructure requires increased maintenance for existing facilities. The need to rehabilitate the main arena's floor and dasher board system, which has exceeded its life expectancy, will have a significant capital impact.

There is an increasing demand for program and services that support a connection with nature and green spaces.

Facilities are at capacity with existing delivery of programs. In order to expand programs and services, partnerships will need to be developed and explored.

There is an increasing demand for art programs and services to promote health and prevent disease in individuals and communities.

Panorama Recreation staff changes have resulted in ten full time acting roles responsible for programs and services.

## 1.4 Link to Priorities

### RECREATION, ARTS & CULTURE

- support increased access to community arts and recreation through programming and strategic investments

### CHANGING DEMOGRAPHICS

- complete the Community Health & Well-Being Plan and facilitate conversation with recreation centres to develop a common definition of "seniors"

### REGIONAL INFRASTRUCTURE

- ensure that resources are available for investment in current and future infrastructure, demonstrating efficiency and value for money and meeting regulatory and service requirements
- develop and implement asset management planning framework and tools to continue proactive and responsible management of assets and infrastructure, both natural and engineered

### CLIMATE CHANGE

- realign resources to effectively deliver on Board directives relating to climate change and implement policy and practices to demonstrate leadership in operations

### PUBLIC ENGAGEMENT & COMMUNICATIONS

- develop public participation strategies, including implications and performance metrics, as part of all major initiatives and implement more options for two-way dialogue and engagement

## 2 Services

### 2.1 Service Levels

	Service Level Adjustments in Role/Scope				
Service	Base year 2015	Year 1 (2016)	Year 2 (2017)	Year 3 (2018)	Year 4 (2019)
<b>Aquatics</b>	<p>Provide lane swimming a minimum of 114.5 hours per week for a total of 5894 hours per year</p> <p>Provide public swimming 114.5 hours per week for a total of 5894 hours per year</p> <p>Offer five new programs per year</p> <p>60% of registered programs are successful</p> <p>Deliver 20 weekly drop-in aquatic fitness classes each year</p> <p>Average attendance of 21 drop-in fitness classes</p> <p>141,627 visits to the pool each year</p>	<p>Adjust to meet service delivery needs, as required.</p> <p>Increase by 3% to 63%</p> <p>Increase average attendance by 1% to 22</p> <p>Increase by 0.5% to 142,335</p>	<p>Adjust to meet service delivery needs, as required.</p> <p>Increase by 2% to 65%</p> <p>Increase by 0.5% to 143,047</p>	<p>Adjust to meet service delivery needs, as required.</p> <p>Increase by 2% to 67%</p> <p>Increase average attendance by 1% to 23</p> <p>Increase by 0.5% to 143,762</p>	<p>Adjust to meet service delivery needs, as required.</p> <p>Increase by 1% to 68%</p> <p>Increase by 0.5% to 144,481</p>
<b>Arena</b>	<p>Operational hours of ice per day: 18.5 hours per rink for a total of 8,917 hours per year (August through April)</p> <p>Operational hours of dry floor per day: 12 hours per day for a total of 2976 hours per year (May through July)</p> <p>Offer one new program per year</p> <p>76% of registered programs are successful</p>	<p>Adjust to meet service delivery needs, as required.</p> <p>Increase by 1% to 77%</p>	<p>Decrease of 1480 hours in Arena B*</p> <p>Decrease of 1480 hours in Arena B*</p> <p>Increase by 1% to 78%</p>	<p>Adjust to meet service delivery needs, as required.</p> <p>Increase by 1% to 79%</p>	<p>Adjust to meet service delivery needs, as required.</p> <p>Increase by 1% to 80%</p>

	Offer 20 hours of public skating per week for a total of 760 hours per year  7,670 visits to the arena each year	Increase by 5% to 8,053	Decrease of 100 hours*  Decrease by 22% to 6,281*  *Arena B – seven month closure March 1 to September 30 to replace flooring and boards. Estimated net revenue loss of \$117,232.	Increase by 2% over 2016 levels to 8,214	Increase by 2% to 8,380
<b>Fitness, Weights &amp; Rehabilitation</b>	Operational hours of Panorama weight room: 114.5 hours per week for a total 5,894 hours per year  Operational hours of Greenglade weight room: 61.5 hours per week September – June, 46 hours per week July – August for a total of 3,105 hours per year  77% of registered programs are successful  Offer two new programs each year  Deliver 61 drop-in fitness classes each week at Panorama  Deliver seven drop-in fitness classes each week at Greenglade  Average attendance of drop-in fitness classes: 14  131,900 visits to the weight room each year	Adjust to meet service delivery needs, as required.  Increase by 1% to 78%  Increase by 0.5% to 132,560	Adjust to meet service delivery needs, as required.  Add 80 hours to be open weekends 9 am – 1 pm (Summer)  Increase by 1% to 79%  Increase average attendance by 1 to 15  Increase by 0.5% to 133,223	Adjust to meet service delivery needs, as required.  Increase by 1% to 80%  Increase by 0.5% to 133,889	Adjust to meet service delivery needs, as required.  Add 416 hours per year: weight room open 8 hours per day all year long  Increase average attendance by 1 to 16  Increase by 0.5% to 134,558
<b>Community Recreation</b>	Offer a minimum of 14 hours of childminding per week (September – June)	Adjust to meet service delivery needs, as	Adjust to meet service delivery needs, as	Adjust to meet service delivery needs, as	Adjust to meet service delivery needs, as



	<p>events</p> <p>Plan and deliver five major special events (Three Hockeyville events, one New Year's Eve event and one Winter Wonderland event)</p>	<p>to 37</p> <p>Two major special events (New Year's Eve, Winter Wonderland)</p>	<p>needs, as required.</p>	<p>needs, as required.</p>	<p>needs, as required.</p>
<b>Greenglade</b>	<p>Operational hours of Greenglade 62 hours per week September – June, 46 hours per week July – August for a total of 3,105 hours per year</p>	<p>Adjust to meet service delivery needs, as required.</p>	<p>Add 80 hours to be open weekends during the summer</p>	<p>Adjust to meet service delivery needs, as required.</p>	<p>Add 416 hours per year: facility to be open 8 hours a day all year long (Saturday-Sunday)</p>
<b>Administration</b>	<p>Offer registration services at reception a minimum of 3,822 hours per year</p> <p>Maintain number of transactions per reception staff at minimum of 34 per hour</p> <p>Maintain and improve internet registration options. Current year registrations online equal 28.4%</p>	<p>Adjust to meet service delivery needs, as required.</p> <p>Increase to 30%</p>	<p>Adjust to meet service delivery needs, as required.</p> <p>Increase to 32%</p>	<p>Adjust to meet service delivery needs, as required.</p> <p>Increase to 34%</p>	<p>Adjust to meet service delivery needs, as required.</p> <p>Increase to 35%</p>
<b>Maintenance</b>	<p>Provide a clean and safe facility that is maintained by staff 24 hours a day, seven days a week each year</p> <p>Clean the facility a minimum of once per day</p> <p>Maintain the facility grounds a minimum of 2.5 days per week</p> <p>Provide operational support for major special events</p>	<p>Adjust to meet service delivery needs, as required.</p>	<p>Adjust to meet service delivery needs, as required.</p>	<p>Adjust to meet service delivery needs, as required.</p>	<p>Adjust to meet service delivery needs, as required.</p>

## 2.2 Workforce Considerations

Service	Workforce (FTEs)				
	Base year 2015	Year 1 (2016)	Year 2 (2017)	Year 3 (2018)	Year 4 (2019)
<b>Administration</b>	6.75	7.00	7.00	7.00	7.00
<b>Programming</b>	12.00	12.00	12.00	12.00	12.00
<b>Maintenance</b>	12.60	12.60	12.60	12.60	12.60
<b>Total</b>	<b>31.35</b>	<b>31.60</b>	<b>31.60</b>	<b>31.60</b>	<b>31.60</b>
<b>Supplementary FTEs</b>	0	0	0	0	0
<b>Total</b>	<b>31.35</b>	<b>31.60</b>	<b>31.60</b>	<b>31.60</b>	<b>31.60</b>

Administration includes the reception staff of 1 FTE and 4 regular part-time (RPT) FTE. Three of the four RPT's are at 0.75 and one is at 0.5. The 0.5 FTE has been working at a 0.75 level for 13 months which reduces 10 hours a week from auxiliary hours. Permanent staff is preferable to auxiliary for easier scheduling and to provide a consistent face to the patrons. This position was formally at 0.75. Budget impact is minimal because of the reduction to auxiliary wages.

# 3 Divisional Initiatives & Budget Implications

Title & Estimated Completion Date	Description	Priority Reference (if applicable)	Budget Implications
<b>2016</b>			
<b>Recreation software upgrades</b>  To be completed in 2016	Replace outdated recreation management system software.	Corporate Development	\$200,000 reserves
<b>Identify strategies to increase programs and services in Central Saanich</b>  To be completed in 2017	Complete an inventory of existing facilities and potential partnerships. Conduct a community engagement session to gather information and develop an online survey	Public Engagement & Communications	Core budget
<b>Develop and implement programs and services for First Nations</b>  To be completed by 2019	Build relationships with the four bands on the Peninsula and work with them in developing recreation programs and services; continue to explore opportunities to train First Nation youth in delivering programs	Recreation, Arts & Culture	Core budget
<b>Panorama Community Engagement Plan</b>  To be completed in 2017	Develop a community engagement plan and an evaluation framework to assess gaps in program delivery and explore potential partnerships	Public Engagement & Communications	Core budget
<b>Physical Literacy Awareness Plan</b>  To be completed in 2016	Develop a plan to increase the awareness of physical literacy and the benefits of recreation, fitness and health by working in partnership with key stakeholders in the community	Public Engagement & Communications  Changing Demographics	Core budget
<b>Nature preschool program</b>  To be completed by 2016	Develop and deliver a new program for preschool-aged children to engage them in nature and green space to enhance connection with the environment.	Recreation, Arts & Culture	Core budget
<b>Play in the Park Program Enhancement</b>  To be completed by 2018	Integrate cycling, walking and rolling into annual Play in the Park programming	Recreation, Arts & Culture	Core budget and grant funding

Title & Estimated Completion Date	Description	Priority Reference (if applicable)	Budget Implications
<b>Indoor Tennis Court Upgrades</b> To be completed in 2016	Upgrade indoor tennis asphalt floor.	Regional Infrastructure	\$100,000 reserves
<b>2017</b>			
<b>Community Engagement Plan Implementation</b> To be completed by 2019	Implement community engagement activities to increase the number of successful registered programs	Public Engagement and Communications	Core budget
<b>Physical Literacy Awareness Plan Implementation</b> To be completed by 2019	Implement activities identified in the plan to decrease the number of sedentary lifestyles, particularly among youth.	Public Engagement & Communications  Changing Demographics	Core budget
<b>Arena floor and dasher board system rehabilitation project.</b> To be completed in 2017	Demolish and replace existing floor and refrigerant piping (which is at risk of failure) and replace of the main arena's dasher boards and glass.	Climate Change	\$1.58 million total - \$500,000 grant and \$1.08 million debt financing
<b>Art Programs Delivery</b> To be completed in 2019	Implement new art programs.	Recreation, Arts & Culture	Core budget
<b>2018</b>			
<b>Upgrade the arena with Kraft Hockeyville funds</b> To be completed by 2018	Determine priority items for upgrades and implement project.	Regional Infrastructure Public Engagement & Communications	\$100,000 sponsorship funding

# 4 Goals & Performance Indicators

Service Goals	Indicators or Measures
Initiate strategic recreational infrastructure investments	<ul style="list-style-type: none"> <li>• % of capital projects completed on time and on budget*</li> <li>• % increase in efficiency in performance and/or annual cost savings resulting from arena improvements and tennis court investments</li> </ul>
Increase access to recreation, arts and culture opportunities	<ul style="list-style-type: none"> <li>• # of recreation programs overall offered to the public* (2016 as baseline)</li> <li>• Annual # of programs and/or services designed for First Nations communities, seniors, youth and children offered* (2016 as baseline)</li> <li>• # of new partners or collaborators established to support program design and delivery</li> <li>• # of self-identified First Nations participants engaged in program design and delivery</li> <li>• # art programs offered annually (baseline 2015)</li> </ul>
Provide recreational programming that responds to community need	<ul style="list-style-type: none"> <li>• Participation rates of residents in two-way dialogue and engagement opportunities*</li> <li>• Completion of a needs assessment for programs, services and facilities with community members and stakeholders.</li> </ul>
Increase opportunities for user generated feedback on recreational programming and web-based registrations	<ul style="list-style-type: none"> <li>• Initiate post-course completion survey process for recreation user and program participants</li> <li>• Target 50% of program participants and recreation users complete post-course survey</li> <li>• Implement new Recreation Management Software</li> <li>• % of participants registered via website compared to in-person registration</li> </ul>

\* = Corporate indicator – Multiple divisions may contribute to this measure

## Contact

Name: Lorraine Brewster  
 Title: Acting Senior Manager  
 Contact information: 250-655-2170

PANORAMA RECREATION			BUDGET REQUEST				FUTURE PROJECTIONS			
	2015 BOARD BUDGET	2015 ESTIMATED ACTUAL	2016 CORE BUDGET	2016 Continuous Supplementary	2016 Single Supplementary	2016 TOTAL	2017 TOTAL	2018 TOTAL	2019 TOTAL	2020 TOTAL
<b>OPERATING COSTS:</b>										
Operating Expenses	2,521,880	2,438,650	2,584,100			2,584,100	2,608,344	2,685,384	2,740,086	2,796,890
Salaries and Wages	4,113,870	4,232,990	4,273,600	-	-	4,273,600	4,323,153	4,455,748	4,544,216	4,636,169
Contingency	50,000	-	50,000	-	-	50,000	50,000	50,000	50,000	50,000
Transfer to Capital Reserve Fund	396,373	392,840	636,100	-	-	636,100	424,917	417,713	385,944	412,403
Transfer to Equipment Replacement Fund	350,000	110,010	150,000	-	-	150,000	250,000	300,000	325,000	325,000
Capital & Equipment Purchases	154,000	356,000	-	-	-	-	-	8,000	20,000	-
Debt servicing	886,320	886,320	884,410	-	-	884,410	926,890	976,146	976,146	976,146
<b>TOTAL COSTS</b>	<b>8,472,443</b>	<b>8,416,810</b>	<b>8,578,210</b>	-	-	<b>8,578,210</b>	<b>8,583,304</b>	<b>8,892,991</b>	<b>9,041,392</b>	<b>9,196,608</b>
Fee, Rental and Other Income	(3,855,540)	(3,799,900)	(3,872,510)	-	-	(3,872,510)	(3,787,041)	(4,004,351)	(4,058,527)	(4,117,633)
Payments - In Lieu of Taxes	(177,383)	(177,390)	(177,390)	-	-	(177,390)	(177,383)	(177,383)	(177,383)	(177,383)
<b>TOTAL REVENUE</b>	<b>(4,032,923)</b>	<b>(3,977,290)</b>	<b>(4,049,900)</b>	-	-	<b>(4,049,900)</b>	<b>(3,964,424)</b>	<b>(4,181,734)</b>	<b>(4,235,910)</b>	<b>(4,295,016)</b>
<b>REQUISITION</b>	<b>(4,439,520)</b>	<b>(4,439,520)</b>	<b>(4,528,310)</b>	-	-	<b>(4,528,310)</b>	<b>(4,618,880)</b>	<b>(4,711,257)</b>	<b>(4,805,482)</b>	<b>(4,901,592)</b>
*Percentage increase over prior year requisition			2.00%			2.00%	2.00%	2.00%	2.00%	2.00%
<b>AUTHORIZED POSITIONS:</b>										
Salaried	31.35	31.35	31.60	0.00	0.00	31.60	31.60	31.60	31.60	31.60
Converted Auxillaries	0.50	0.50	0.50	0.00	0.00	0.50	0.50	0.50	0.50	0.50

PANORAMA RECREATION	BUDGET REQUEST						FUTURE PROJECTIONS			
	2015 BOARD BUDGET	2015 ESTIMATED ACTUAL	2016 CORE	2016 Continuous Supplementary	2016 Single Supplementary	2016 TOTAL	2017 TOTAL	2018 TOTAL	2019 TOTAL	2020 TOTAL
<b>OPERATING COSTS</b>										
Arena	1,513,560	1,479,810	1,530,600	-	-	1,530,600	1,515,169	1,596,026	1,633,590	1,661,620
Pool	2,053,020	2,001,740	2,102,220	-	-	2,102,220	2,129,555	2,188,070	2,237,014	2,279,231
Recreation - Community Recreation	2,679,460	2,745,350	2,776,840	-	-	2,776,840	2,835,371	2,910,284	2,975,498	3,030,513
Administration	409,710	444,740	448,040	-	-	448,040	451,402	454,752	458,200	461,695
Contingency	50,000	-	50,000	-	-	50,000	50,000	50,000	50,000	50,000
	<b>6,705,750</b>	<b>6,671,640</b>	<b>6,907,700</b>	-	-	<b>6,907,700</b>	<b>6,981,497</b>	<b>7,199,132</b>	<b>7,354,302</b>	<b>7,483,059</b>
*Percentage increase over prior year			3.01%			3.01%				
<b>CAPITAL / RESERVE</b>										
Arena	388,403	556,760	375,050	-	-	375,050	302,459	308,857	301,972	315,202
Pool	303,970	219,860	365,050	-	-	365,050	292,458	308,856	300,972	314,201
Community Recreation	188,000	82,230	46,000	-	-	46,000	80,000	100,000	108,000	108,000
	<b>880,373</b>	<b>858,850</b>	<b>786,100</b>	-	-	<b>786,100</b>	<b>674,917</b>	<b>717,713</b>	<b>710,944</b>	<b>737,403</b>
<b>DEBT CHARGES</b>										
Arena	-	-	-	-	-	-	42,480	91,736	91,736	91,736
Pool	886,320	886,320	884,410	-	-	884,410	884,410	884,410	884,410	884,410
	<b>886,320</b>	<b>886,320</b>	<b>884,410</b>	-	-	<b>884,410</b>	<b>926,890</b>	<b>976,146</b>	<b>976,146</b>	<b>976,146</b>
<b>TOTAL OPERATING, CAPITAL AND DEBT COSTS</b>	<b>8,472,443</b>	<b>8,416,810</b>	<b>8,578,210</b>	-	-	<b>8,578,210</b>	<b>8,583,304</b>	<b>8,892,991</b>	<b>9,041,392</b>	<b>9,196,608</b>
<b>FUNDING SOURCES (REVENUE)</b>						1.25%				
Arena	(801,500)	(758,550)	(797,680)	-	-	(797,680)	(649,187)	(808,861)	(816,994)	(824,434)
Pool	(957,050)	(922,690)	(944,460)	-	-	(944,460)	(957,257)	(976,509)	(988,230)	(1,009,178)
Community Recreation	(1,683,280)	(1,673,920)	(1,682,330)	-	-	(1,682,330)	(1,729,195)	(1,764,229)	(1,795,103)	(1,822,326)
Administration	(413,710)	(444,740)	(448,040)	-	-	(448,040)	(451,402)	(454,752)	(458,200)	(461,695)
<b>TOTAL REVENUE</b>	<b>(3,855,540)</b>	<b>(3,799,900)</b>	<b>(3,872,510)</b>	-	-	<b>(3,872,510)</b>	<b>(3,787,041)</b>	<b>(4,004,351)</b>	<b>(4,058,527)</b>	<b>(4,117,633)</b>
Estimated balance C/F current to Next year	-	-	-	-	-	-	-	-	-	-
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in lieu of Taxes	(177,383)	(177,390)	(177,390)	-	-	(177,390)	(177,383)	(177,383)	(177,383)	(177,383)
Grants - Other	-	-	-	-	-	-	-	-	-	-
<b>REQUISITION</b>	<b>(4,439,520)</b>	<b>(4,439,520)</b>	<b>(4,528,310)</b>	-	-	<b>(4,528,310)</b>	<b>(4,618,880)</b>	<b>(4,711,257)</b>	<b>(4,805,482)</b>	<b>(4,901,592)</b>
*Percentage increase			2.00%			2.00%	2.00%	2.00%	2.00%	2.00%
AUTHORIZED POSITIONS: Salaried	31.35	31.35	31.60	0.00	0.00	31.60	31.60	31.60	31.60	31.60
Converted Auxillaries	0.50	0.50	0.50	0.00	0.00	0.50	0.50	0.50	0.50	0.50
User Funding %	45.51%		45.14%			45.14%	44.12%	45.03%		
User Funding excluding debt%	50.82%		50.33%			50.33%	49.46%	50.58%		

PARTICIPANTS: Municipalities of North Saanich, Central Saanich and Sidney

BYLAW NO:

CAPITAL REGIONAL DISTRICT

SCHEDULE B

CAPITAL EXPENDITURE PLAN SUMMARY - 2016 to 2020

<b>1.44x Panorama Recreation</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>TOTAL</b>
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**EXPENDITURE**

Buildings	460,000	1,667,095	364,000	554,830	823,000	3,868,925
Equipment	546,800	267,700	251,940	309,950	205,680	1,582,070
Engineered Structures	100,000	15,000	0	0	0	115,000
Vehicles	55,500	0	8,000	135,000	141,000	339,500
	<b>1,162,300</b>	<b>1,949,795</b>	<b>623,940</b>	<b>999,780</b>	<b>1,169,680</b>	<b>5,905,495</b>

**SOURCE OF FUNDS**

Debenture Debt ( New Debt Only)	0	1,080,000	0	0	0	1,080,000
Equipment Replacement Fund	339,800	233,200	259,940	359,950	354,680	1,547,570
Grants (Federal, Provincial)	15,000	485,000	0	0	0	500,000
Donations / Third Party Funding	0	0	100,000	0	0	100,000
Reserve Fund	807,500	151,595	264,000	639,830	815,000	2,677,925
0						
	<b>1,162,300</b>	<b>1,949,795</b>	<b>623,940</b>	<b>999,780</b>	<b>1,169,680</b>	<b>5,905,495</b>



**REPORT TO PENINSULA RECREATION COMMISSION  
MEETING OF TUESDAY, OCTOBER 20, 2015**

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**SUBJECT**     **SEPTEMBER 2015 STATEMENT OF OPERATIONS**

**ISSUE**

To provide September 2015 operating financial information to the Commission.

**BACKGROUND**

Retail sales for Hockeyville items in September surpassed \$20,000. At year end the profit will be transferred to the capital reserve to be added to the \$100,000 in funding for arena improvements received from Kraft in July. Preschool and out of school programs are helping to increase the overall program revenue by 6% over this time last year. The preschool program has seen an increase of \$13,000 or 31.5% since the beginning of the year. Despite the week longer shutdown of the pool this year revenue has increased 1% for the first nine months and net contribution is up 16% or \$34,066 in the aquatics area.

The overall net contributions are positive over last year by 12% or \$181,277. Of this, indirect expenses are lower by \$115,394. Only utilities are higher than expected and the 2016 budget has taken this into consideration.

The transfers to capital have been completed for the year. This has an effect on the bottom line with net operations lower than last year by \$130,443. Transfers to the equipment replacement reserve were not complete until December 2014. Normally these transfers are done in equal monthly installments but this year a large portion was reallocated to the ice plant project early in the year.

The September operating financials are attached in Appendix A.

**RECOMMENDATION**

That the Peninsula Recreation Commission receives this report for information.

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Val Leigh-Dorin, CPA-CGA  
Manager of Administrative Services

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Lorraine Brewster  
Senior Manager  
Concurrence

VLD:sa

Attachments: Appendix A – September 2015 Statement of Operations

## PANORAMA RECREATION - STATEMENT OF OPERATIONS (9 MONTHS ENDED SEPTEMBER 2015)

	% of Budget Utilized	2015 BUDGET	2015 Year to date	2014 BUDGET	2014 Year to date	Actual difference 2015-2014 in Dollars by %	
<b>DIRECT OPERATING REVENUES</b>							
Admissions	58%	344,900	200,718	362,700	216,999	(16,281)	-8%
Pass sales	84%	851,700	714,593	759,850	693,133	21,460	3%
Partnerships /Employee Wellness Program	91%	291,000	265,583	159,280	263,916	1,666	1%
Programs	83%	1,388,142	1,157,285	1,365,650	1,095,305	61,980	6%
Rentals	65%	806,450	520,692	779,900	535,231	(14,539)	-3%
Other (Advertising, commissions)	91%	119,550	108,913	145,450	94,841	14,072	15%
<b>TOTAL DIRECT OPERATING REVENUES</b>	<b>78%</b>	<b>3,801,742</b>	<b>2,967,784</b>	<b>3,572,830</b>	<b>2,899,426</b>	<b>68,358</b>	<b>2%</b>
<b>DIRECT OPERATING EXPENSES</b>							
Instructional Services	74%	371,540	276,001	345,600	262,406	13,595	5%
Operating supplies	54%	173,150	93,528	158,550	103,643	(10,116)	-10%
Repairs & Maintenance (pool, arena, racquet)	66%	219,930	145,643	210,180	144,674	969	1%
Travel & vehicle costs	39%	21,700	8,497	22,600	12,144	(3,648)	-30%
Wages & Benefits	76%	1,776,832	1,346,520	1,732,770	1,299,812	46,709	4%
Other (Staff training, licences, fees, dues, memberships)	65%	35,360	22,984	32,480	27,313	(4,328)	-16%
<b>TOTAL DIRECT OPERATING EXPENSES</b>	<b>73%</b>	<b>2,598,512</b>	<b>1,893,174</b>	<b>2,502,180</b>	<b>1,849,992</b>	<b>43,181</b>	<b>2%</b>
<b>CONTRIBUTION DIRECT OPERATIONS</b>	<b>89%</b>	<b>1,203,230</b>	<b>1,074,610</b>	<b>1,070,650</b>	<b>1,049,434</b>	<b>25,177</b>	<b>2%</b>
<b>INDIRECT EXPENSES- ADMIN., MAINTENANCE</b>							
Advertising	60%	103,000	62,148	101,000	72,786	(10,638)	-15%
Capital	0%	58,000	-	69,600	66,386	(66,386)	-100%
Contract for services & legal	93%	24,500	22,762	22,850	2,440	20,322	833%
CRD charges (IT, HR, payroll, finance)	74%	277,200	204,913	266,670	197,310	7,603	4%
Insurance	101%	46,560	46,895	44,050	44,367	2,528	6%
Leasehold improvements	0%	40,000	-	94,000	55,557	(55,557)	-100%
Licences, fees & dues	66%	107,440	70,510	99,230	85,033	(14,524)	-17%
Rentals - Facilites and Equipment (CSCC & NSMS)	50%	72,800	36,160	71,750	25,132	11,028	44%
Repairs & Maint. (general)	76%	102,630	78,300	74,950	87,835	(9,535)	-11%
Supplies	64%	165,950	106,097	145,380	90,311	15,786	17%
Travel & vehicle costs	95%	15,100	14,413	12,450	17,527	(3,114)	-18%
Utilities (hydro, sewer, water & phone)	62%	648,770	399,018	679,970	381,161	17,857	5%
Wages & Benefits	68%	2,337,040	1,585,861	2,293,020	1,612,146	(26,284)	-2%
Other (meetings, printing costs, admin. staff training)	36%	77,250	28,190	74,600	32,670	(4,480)	-14%
Contingency	0%	50,000	-	50,000	-	0	
<b>TOTAL INDIRECT EXPENSES</b>	<b>64%</b>	<b>4,126,240</b>	<b>2,655,266</b>	<b>4,099,520</b>	<b>2,770,660</b>	<b>(115,394)</b>	<b>-4%</b>
<b>INDIRECT REVENUES</b>							
Payments in lieu of taxes & Recovery	100%	177,383	177,383	131,950	131,951	45,432	34%
Donations & Sponsorships	54%	41,550	22,488	1,000	23,264	(775)	-3%
Interest income	19%	7,200	1,343	10,000	5,293	(3,950)	-75%
<b>TOTAL INDIRECT REVENUES</b>	<b>89%</b>	<b>226,133</b>	<b>201,214</b>	<b>142,950</b>	<b>160,508</b>	<b>40,706</b>	<b>25%</b>
<b>NET CONTRIBUTIONS (DEFICIT)</b>	<b>51%</b>	<b>(2,696,877)</b>	<b>(1,379,442)</b>	<b>(2,885,920)</b>	<b>(1,560,718)</b>	<b>181,277</b>	<b>-12%</b>
<b>TRANSFERS &amp; DEBT</b>							
Equipment Replacement Fund	100%	110,000	110,000	450,000	337,500	(227,500)	-67%
Transfers to General Capital Fund	106%	336,000	356,000	-	-	356,000	
Transfer to Capital Reserve fund	100%	396,373	396,373	160,380	160,380	235,993	147%
Transfer to Internal Reserve	0%	8,000	-	8,000	8,000	(8,000)	-100%
Debt-interest payments	51%	442,900	225,523	441,900	226,346	(823)	0%
Debt-Principal payments	82%	449,370	369,464	449,370	369,464	0	0%
MFA Debt Reserve interest		-	-	-	-	0	
<b>TOTAL TRANSFERS &amp; DEBT</b>	<b>84%</b>	<b>1,742,643</b>	<b>1,457,360</b>	<b>1,509,650</b>	<b>1,101,690</b>	<b>355,670</b>	<b>32%</b>
<b>NET BEFORE REQUISITION &amp; PRIOR YEAR SURPLUS</b>	<b>64%</b>	<b>(4,439,520)</b>	<b>(2,836,802)</b>	<b>(4,395,570)</b>	<b>(2,662,409)</b>	<b>(174,393)</b>	<b>7%</b>
Requisition	100%	4,439,520	4,439,520	4,395,570	4,395,570	43,950	
Prior year's surplus		-	-	-	-	-	
<b>NET OPERATIONS</b>		<b>-</b>	<b>1,602,718</b>	<b>-</b>	<b>1,733,162</b>	<b>(130,443)</b>	<b>-8%</b>



**REPORT TO PENINSULA RECREATION COMMISSION  
MEETING OF TUESDAY, OCTOBER 20, 2015**

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**SUBJECT    NEW FACILITY IN CENTRAL SAANICH**

**BACKGROUND**

Following a presentation on the Boulders Climbing Gym facility expansion proposal on June 25, 2015 at the Peninsula Recreation Commission meeting, the following motion was approved “That staff be directed to report back on investing in a new facility in Central Saanich”.

Upon completion of the Peninsula Recreation Commission’s 2016-2020 Strategic Plan in July 2015 the community engagement revealed that recreation facilities are still desired by the Saanich Peninsula community; however, the areas of greatest interest were not area specific and included an artificial turf field and a fieldhouse/multi-purpose facility. The strategic plan identifies and outlines the Commission’s priorities for the next five years in working towards the initiatives outlined in the plan. With respect to new facilities, one of the four strategic priorities provides the following statement:

- **Develop and implement a collaborative model for evaluating facility needs on the Saanich Peninsula.** Peninsula Recreation Commission will work with partners to explore the feasibility of these facilities.

From this strategic priority, our actions will be:

1. Develop and implement a community engagement plan to determine the need for additional recreation space.
2. Conduct a financial analysis for the creation and operation of a multi-use facility. This may include partnerships with key stakeholders.
3. Evaluate and determine overall feasibility of an artificial turf field.
4. Assess and make recommendations for multi-purpose space needs in all three communities.
5. Evaluate and develop a framework for Central Saanich recreation facility needs.

Furthermore to the strategic plan, in the 2016-2019 Service Plan one of the divisional initiatives is to identify strategies to increase programs and services in Central Saanich. This will include completing an inventory of existing facilities and potential partnerships, conducting a community engagement session to gather information, and developing an online survey for community input.

**IMPLICATIONS**

**SOCIAL IMPLICATIONS**

Further development for recreation programs and services will improve and promote the health of the Saanich Peninsula.

**ECONOMIC IMPLICATIONS**

The strategic plan provides action steps to identify programs and services in Central Saanich, strategies such as completing an inventory of existing facilities, partnerships and programs as well as a community engagement session. The resources for these steps would be identified through the existing core budget.

**CONCLUSION**

The Strategic Plan 2016-2020 articulates the priorities for the next five years identifying the need to develop and implement a collaborative model for evaluating facility needs on the Saanich Peninsula for additional recreation space.

**RECOMMENDATION(S)**

That the Peninsula Recreation Commission receive this report for information.



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Lorraine Brewster  
Senior Manager

MA:sa



**REPORT TO PENINSULA RECREATION COMMISSION  
MEETING OF TUESDAY, OCTOBER 20, 2015**

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**SUBJECT    VICTORIA ISLAND HEALTH CONTRACT**

**ISSUE**

To seek approval for Seniors at Risk Integrated Health Network (SARIN) with Victoria Island Health to provide fall prevention programs 2015-2016.

**BACKGROUND**

In 2009, Panorama Recreation began the contract with Victoria Island Health's Seniors at Risk Integrated Health Network (SARIN) offering a fall prevention community rehabilitation program for the elderly. SARIN clinicians provide leadership for the group exercise/rehab sessions and Panorama Recreation provides staffing resources for reception, client assistance and maintenance. The program is offered for approximately six hours per week.

The success of the fall prevention program has led to the development of a transition program, Panorama balance class, which is delivered by Panorama staff and has been successful developing into two classes.

**ALTERNATIVES**

1. That the Peninsula Recreation Commission approve the contract with Victoria Island Health to continue providing fall prevention programs 2015-2016.
2. That the Peninsula Recreation Commission does not approve the contract with Victoria Island Health to continue providing fall prevention programs 2015-2016.

**IMPLICATIONS**

**SOCIAL IMPLICATIONS**

The SARIN fall prevention program is highly beneficial to the health of Saanich Peninsula seniors. Island Health clinicians teach exercises and skills at low or no cost, helping frail elderly community members build strength and awareness, which can lead to a reduction in falls.

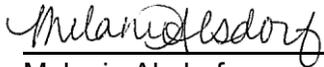
**ECONOMIC IMPLICATIONS**

This agreement with Island Health guarantees \$42 per hour for facility usage, which has generated \$15,000 in annual revenue in each of the last 3 years. In addition, the transitional Panorama balance class generated \$10,900 in gross revenue in 2014.

In addition, there is an economic benefit due to reduced health care costs associated with decreased falls in the elderly population. Medical attention and intervention required for fractures resulting from falls in the elderly can be costly to manage.

**RECOMMENDATION(S)**

That the Peninsula Recreation Commission approve the contract with Victoria Island Health to continue providing fall prevention programs 2015-2016.



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Melanie Alsdorf  
Manager of Program Services



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Lorraine Brewster  
Senior Manager  
Concurrence

MA:sa



**REPORT TO PENINSULA RECREATION COMMISSION  
MEETING OF THURSDAY, OCTOBER 20, 2015**

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**SUBJECT**     **CANADA 150 COMMUNITY INFRASTRUCTURE GRANT**

**ISSUE**

To provide information to the Commission about the Canada 150 Community Infrastructure grant.

**BACKGROUND**

On May 15, 2015, the Federal Government announced the CANADA 150 Community Infrastructure Grant Program (CANADA 150) as part of preparing for Canada's 150th anniversary celebration. Funding will be available for the renovation, expansion and rehabilitation of existing infrastructure that provides community and cultural benefits for the public. Projects under the following categories are eligible projects for this funding: community centres, cultural centres, recreational facilities and other existing community infrastructure.

On June 10 the Capital Regional District (CRD) Board endorsed six applications from the CRD, one of which was Panorama Recreation – Arena B Floor Replacement and Dasher Board System. The 37 year old arena floor was identified in the 25-year capital plan for replacement in 2018. One of the criteria for receiving this grant funding was to have a project completion date of March 31, 2018. The 2016 capital plan has revised project dates with the design phase starting in 2016 and construction in 2017. Total estimated project cost is \$1.58M.

A short turnaround time required the grant application be submitted by June 17. Letters of support and an engineering report to confirm the need for the upgrade were obtained and the application submitted on June 16. On July 27 staff received confirmation that the Panorama grant application was successful and our project is eligible to receive up to \$500,000; the maximum possible grant funding for any one project.

To complete the project the remaining funding of \$1.08M will need to be borrowed by debenture as the reserve fund balance is insufficient to fund this project and the other capital works in the capital plan.

**RECOMMENDATION**

That the Peninsula Recreation Commission receive this report for information.

Handwritten signature of Val Leigh-Dorin in brown ink.

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Val Leigh-Dorin, CPA-CGA  
Manager of Administrative Services

Handwritten signature of Lorraine Brewster in brown ink.

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Lorraine Brewster  
Senior Manager  
Concurrence



**REPORT TO PENINSULA RECREATION COMMISSION  
MEETING OF TUESDAY, OCTOBER 20, 2015**

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**SUBJECT    KRAFT HOCKEYVILLE**

**ISSUE**

To update the Peninsula Recreation Commission on the events of Kraft Hockeyville 2015.

**BACKGROUND**

As the winners of Kraft Hockeyville 2015, Panorama Recreation has been working with the North Saanich Kraft Hockeyville Local Organizing Committee to deliver special experiences for our community.

**Saturday, September 19**

- NHL Alumni Doug Bodger and Jyrki Lumme visited Saanich Peninsula Hospital extended care unit. Residents are still talking and telling each other about the visit, which was extremely well received.

**Sunday, September 20**

- Kraft Hockeyville Parking Lot Party at Panorama Recreation
  - This event featured our inflatable obstacle course, facepainting, road hockey, food trucks, KRAFT fun games as well as the highly anticipated visit from the Stanley Cup for some great photo opportunities. We estimate that over 1,500 community members took part in this event.
- Peninsula Minor Hockey player clinics featuring NHL Alumni Doug Bodger and Jyrki Lumme were offered free of charge to over 200 players in our local minor hockey association.
- NHL officials led a clinic for 40 of our local developing officials in Peninsula Minor Hockey at no charge. At the end of the clinic, 5 of the attendees were invited to skate out with the officials, just prior to the NHL game start for a once in a lifetime opportunity!

**Monday, September 21**

- Red Carpet and players welcome: The public was invited to welcome the NHL players as they walked into the arena for their practice skate. This was a great opportunity to meet the players, get autographs and interact with the crazy Vancouver and San Jose mascots!
- Pre-game/practice skate: Vancouver Canucks & San Jose Sharks at The Q Centre
  - This sold out event was well attended by minor hockey youth and enthusiastic community members and was a great chance to see how the professionals prepare on game day!
- Current NHL players, Frankie Corrado from Vancouver Canucks and Rourke Chartier from San Jose visited Sidney Elementary School, Bayside Middle School & Parklands Secondary School. Students participated in a question and answer period and teachers got in on the action with some floor hockey.

- Preseason Game: Vancouver Canucks & San Jose Sharks at The Q Centre
  - Local community member and volunteer, Larry Orr participated in the ceremonial puck drop
  - Peninsula Minor Hockey players volunteers for roles as the shovel/ice crew and stick boys
  - Other local volunteers, including a large group of Panorama Recreation staff helped make this a very successful and positive event in the community. Roles ranged from selling merchandise to penalty box attendant.

**RECOMMENDATION(S)**

That the Peninsula Recreation Commission receive this report for information.

  
\_\_\_\_\_  
Melanie Alsdorf  
Manager of Program Services

  
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Lorraine Brewster  
Senior Manager  
Concurrence

MA:sa

Attachments: Appendix A – Photos of Kraft Hockeyville Events





