



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

---

**Present:** **Commissioners:** W. Ruffle (Chair), N. Paltiel (Vice Chair) (7:22 pm), T. Chad, A. Finall, H. Gartshore, B. Losie, J. McNulty, S. Price, R. Windsor  
**Staff:** L. Brewster, Senior Manager; M. Alsdorf, Manager of Program Services; J. Goodwin, Manager of Facilities and Operations; V. Leigh-Dorin, Manager of Administrative Services; S. Asdal (recorder)

The meeting was called to order at 7:01 pm.

**1. Approval of Agenda**

**MOVED** by Commissioner Price, **SECONDED** by Commissioner Windsor,  
That the agenda be approved with the addition of the supplementary agenda.

**CARRIED**

**2. Adoption of Minutes**

**MOVED** by Commissioner McNulty, **SECONDED** by Commissioner Gartshore,  
That the minutes of the October 20, 2015 meeting be adopted.

**CARRIED**

**3. Chair's Remarks**

Chair Ruffle noted that there will be a 6:30 pm "social" prior to the December Commission meeting. He advised that many expressions of thanks were received from the public for the celebration of life held for Larry Orr at Panorama Recreation.

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

**5. Commission Business**

**a) Panorama Recreation Code of Conduct**

L. Brewster provided an overview of the code of conduct. Commissioners recommended the following changes:

- Under the heading "Purpose" replace "residents" with "all users"
- Use numbers or letters rather than bullets, particularly under the heading "Procedure"
- Change the first sentence under the heading "Responsibilities" to read as follows: "The following behaviours on Peninsula Recreation premises will be grounds for enforcement of this policy by Peninsula Recreation Staff"
- Replace "verbal " with "oral" in the second, third and fourth bullets under the heading "Procedure"
- Under the heading "Enforcement" replace "facility" with "all facilities"

**MOVED** by Commissioner Windsor, **SECONDED** by Commissioner Gartshore,  
That the code of conduct for Panorama Recreation be approved with the recommended changes.

**CARRIED**

**b) 2015 Play in the Park Program**

M. Alsdorf provided an overview of the report highlighting Panorama Recreation's partnership with Pacquachin First Nation.

The Commission discussed the approval process for running the program in the three municipalities and requested that staff investigate the rating received by Wain Park in the participant feedback.

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

**CARRIED**

**c) 2015 Program Report – May to August**

M. Alsdorf provided an overview of the report.

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

**CARRIED**

**d) Maintenance Department Report**

J. Goodwin provided an overview of the report and advised that the window openings at reception have been widened to improve engagement between reception staff and patrons; feedback has been very positive.

Vice Chair Paltiel entered the meeting at 7:22 pm.

The Commission discussed the maintenance history of the elevator. Staff were requested to provide the number of hours the pool slide is in operation and the number of patrons using it per week.

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

**CARRIED**

**e) Third Party Transactions – Verbal Report**

L. Brewster advised that due to an error outside of Panorama Recreation's control, some credit card transactions from July to September were not processed completely. The service provider will be processing these transactions on November 27, 2015.

The Commission discussed the following topics:

- Customer relations
- Third party responsibility issues
- Support from the CRD Information Technology department

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

**CARRIED**

**6. New Business**

**a) The Boulders Climbing Gym**

Commissioner Windsor advised that The Boulders Climbing Gym has offered to host the Commission's January meeting and to provide a presentation on a potential partnership.

**MOVED** by Commissioner Windsor, **SECONDED** by Commissioner McNulty,  
That the offer from The Boulders Climbing Gym to host the January Commission meeting and to provide a presentation be accepted.

**CARRIED**

**7. Motion to Close the Meeting**

**MOVED** by Commissioner Finall, **SECONDED** by Commissioner Windsor,  
That the Commission close the meeting in accordance with the Community Charter Part 4, Division 3, Section 90 (1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district.

**CARRIED**

The Commission moved to the closed session at 7:37 pm.  
The Commission rose from the closed session at 8:05 pm without report.

**8. Adjournment**

**MOVED** by Vice Chair Paltiel, **SECONDED** by Commissioner McNulty,  
That the meeting be adjourned at 8:05 pm.

**CARRIED**

---

CHAIR

---

RECORDER