



**Minutes of a Meeting of the Peninsula Recreation Commission
Held Thursday, June 23, 2016, in the Boardroom, 1885 Forest Park Drive,
North Saanich, BC**

Present: Commissioners: W. Ruffle (Chair), T. Chad (Vice Chair), T. Daly, A. Finall (7:04 pm), H. Gartshore, N. Paltiel, S. Price, R. Windsor
Absent: B. Losie
Staff: L. Brewster, Senior Manager; M. Alsdorf, Manager of Program Services; D. Costin, Manager, CRD Revenue Services; V. Leigh-Dorin, Manager of Administrative Services; E. Knoester, Racquet Sport Coordinator; S. Asdal (recorder)

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

1. Approval of Agenda

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

CARRIED

2. Adoption of Minutes

MOVED by Commissioner Windsor, **SECONDED** by Commissioner Paltiel,
That the minutes of the May 26, 2016 meeting be adopted.

CARRIED

3. Chair's Remarks

Chair Ruffle advised that the Commission will not meet in July and August unless issues arise that need to be addressed. The Commission's next scheduled meeting is September 22.

4. Presentations/Delegations

**a) Presentation: Chris Raudoy, Morrison Hershfield, re: Facility Condition
Assessment Overview – Arena**

C. Raudoy advised that the facility assessment conducted on Arena A and Arena B included electrical and mechanical systems and the building envelope. Exterior components were not assessed. The assessment provided recommendations and associated costs and identified railing deficiencies as the only immediate issue needing to be addressed.

Commissioner Finall entered the meeting at 7:04 pm.

The Commission discussed projections for the lifespan of the roof. L. Brewster advised that an assessment will be conducted on the rest of the Panorama Recreation Centre facilities.

5. **Commission Business**

a) **Recreation Software Replacement Project Report**

D. Costin provided an overview of the report highlighting the benefits offered by the PerfectMind software.

The Commission discussed support to be provided by PerfectMind and CRD Information Technology as well as staff training.

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

CARRIED

b) **Proposed Change Room Addition Costing Summary Report**

L. Brewster and V. Leigh-Dorin provided an overview of the report. The Commission discussed possible projects that may be considered by the Working Committee which would fall within the \$100,000 budget.

MOVED by Commissioner Windsor, **SECONDED** by Commissioner Finall,
That it be recommended to the Working Committee that the proposed arena change room project be modified to work with a maximum budget of \$100,000 funding from Kraft Hockeyville for renovations to the current change room structure.

CARRIED

c) **Racquet Sports Events Report**

E. Knoester provided an overview of the report.

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

CARRIED

d) **May 2016 Statement of Operations Report**

V. Leigh-Dorin provided an overview of the report. The Commission discussed the following topics:

- The revenue decrease in rehabilitation and the arrangement with Tall Tree Integrated Health
- The ability to determine the success of the partnership with Tall Tree Integrated Health
- The possibility of a surplus being transferred into capital reserves at year end

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

CARRIED

e) Arena Floor Replacement Loan Authorization Report

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

The Commission discussed the measures taken to ensure the borrowing amount is sufficient to complete the arena floor replacement project.

MOVED by Vice Chair Chad, **SECONDED** by Commissioner Windsor,
That it be recommended that a loan authorization bylaw of \$1,080,000 with a 15 year term be prepared and approved by the Capital Regional District Board in time for the spring 2017 borrowing.

CARRIED

f) Capital Projects Update – Verbal Report

L. Brewster provided an update on the following capital projects:

- Resurfacing of Tennis Courts at Panorama Recreation Centre: To repair cracking between the courts. Project begins June 25 and will be completed August 19.
- Replacement of Roof at Greenglade Community Centre: Project began June 15 and will be completed on July 20. Drainage issues will also be repaired.
- Replacement of Gym Flooring at Greenglade Community Centre: Project began June 13 and will be completed on July 15.

L. Brewster advised that great support has been provided by CRD Building Services and Panorama Recreation Maintenance and Operations Lead Hands.

MOVED by Vice Chair Chad, **SECONDED** by Commissioner Gartshore,
That the report be received for information.

CARRIED

g) 2016 Program Report – January to April

M. Alsdorf provided an overview of the report advising of a new partnership with Parkland Secondary School for arts programming. With the opening of the McTavish Academy of Art, Panorama Recreation art programming will be redirected to focus on crafts and life skills. Panorama Recreation staff will meet with the Academy to discuss how to work together and avoid duplication of programs.

The Commission discussed the following topics:

- North Saanich Middle School operating agreement and the progress that's been made to date. Staff were requested to report back on the agreement at a future meeting.
- How a program is determined to be successful
- Play in the Park launch. Staff were requested to send an invitation to the Commission.
- Pickle ball court usage

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

CARRIED

6. **New Business** – There was none.

7. **Adjournment**

MOVED by Commissioner Paltiel, **SECONDED** by Commissioner Gartshore,
That the meeting be adjourned at 7:47 pm.

CARRIED

CHAIR

RECORDER