



**Minutes of a Meeting of the Peninsula Recreation Commission  
Held Thursday, September 22, 2016, in the Boardroom, 1885 Forest Park Drive,  
North Saanich, BC**

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**Present:** Commissioners: W. Ruffle (Chair), T. Chad (Vice Chair), T. Daly, A. Finall, H. Gartshore, N. Paltiel, R. Windsor  
**Staff:** L. Brewster, Senior Manager; M. Alsdorf, Manager of Program Services; A. Liu, Manager, CRD Environmental Engineering; V. Leigh-Dorin, Manager of Administrative Services; S. Asdal (recorder)  
**Absent:** B. Losie, S. Price

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

**1. Approval of Agenda**

**MOVED** by Vice Chair Chad, **SECONDED** by Commissioner Windsor,  
That the agenda be approved.

**CARRIED**

**2. Adoption of Minutes**

**MOVED** by Vice Chair Chad, **SECONDED** by Commissioner Gartshore,  
That the minutes of the June 23, 2016 meeting be adopted.

**CARRIED**

**3. Chair's Remarks**

Chair Ruffle remarked on the completed 2016 capital projects and advised that the Hockeyville Local Organizing Committee will be travelling to Lumby, BC to pass the Hockeyville trophy to the 2017 winners.

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

**5. Commission Business**

**a) Kraft Hockeyville Proposed Plans – Verbal Report**

A. Liu advised that based on the motion from the June Commission meeting directing the Working Committee to work within a maximum budget of \$100,000, the Committee drafted the following three phase project:

Phase 1: Purchase two stand-alone storage units to be placed behind the arena to provide storage space for user groups. This phase could be completed by year end.

Phase 2: Purchase a pre-fabricated building to be placed behind the arena and designed as a change room with all necessary features. Timeline and costs to be finalized.

Phase 3: Add a second floor to the top of the pre-fabricated building for use by all user groups. Timeline and costs to be finalized.

The Working Committee will meet to finalize project details and a report will be presented at the October Commission meeting.

The Commission sought clarification on change room proportions, material to be kept in the storage units, building code requirements and how information will be presented to the public once the project has been finalized.

**b) 2016 Capital Plan Amendment Report**

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

**MOVED** by Commissioner Finall, **SECONDED** by Commissioner Windsor,  
That it be recommended to the Capital Regional District Board that the 2016 Peninsula Recreation Capital Plan be revised to add \$100,000 for the arena improvements to be funded by the \$100,000 Kraft Hockeyville funds.

**CARRIED**

**c) July 2016 Statement of Operations Report**

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

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

**CARRIED**

**d) Capital Projects Overview Report**

L. Brewster provided an overview of the report.

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

**CARRIED**

**e) Maintenance Department Report**

L. Brewster provided an overview of the report and noted that throughout the duration of the pool maintenance shutdown, the public were kept informed of the projects underway.

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

**CARRIED**

6. **New Business** – There was none.

7. **Motion to Close the Meeting**

**MOVED** by Commissioner Windsor, **SECONDED** by Commissioner Daly,  
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 7:27 pm.  
The Commission rose from the closed session at 7:48 pm without report.

**8. Adjournment**

**MOVED** by Commissioner Gartshore, **SECONDED** by Vice Chair Chad,  
That the meeting be adjourned at 7:48 pm.

**CARRIED**

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CHAIR

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RECORDER