



**Minutes of a Meeting of the Peninsula Recreation Commission
Held Thursday, March 23, 2017, in the Boardroom, 1885 Forest Park Drive,
North Saanich, BC**

Present: **Commissioners:** W. Ruffle (Chair), T. Chad (Vice Chair), T. Daly, A. Finall, H. Gartshore, N. Paltiel, S. Price, R. Windsor
Staff: L. Brewster, Senior Manager; M. Alsdorf, Manager of Program Services; J. Goodwin, Manager of Facilities and Operations; E. Knoester, Racquet Sport Coordinator; S. Asdal (recorder)
Absent: B. Losie

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

1. Approval of Agenda

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

CARRIED

2. Adoption of Minutes

MOVED by Commissioner Price, **SECONDED** by Commissioner Paltiel,
That the minutes of the February 23, 2017 meeting be adopted.

CARRIED

3. Chair's Remarks

Chair Ruffle advised that staff and commissioners that are attending the BCRPA Symposium in Kelowna will be leaving April 4.

4. Presentations/Delegations: There were none.

5. Commission Business

a) Racquet Sport Report

E. Knoester provided an overview of the report. L. Brewster and the Commission acknowledged Eric for his work with the Panorama tennis program and congratulated him on his recent Club Professional Excellence Award.

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

CARRIED

b) Arena B Ice Rink Floor Replacement Project Update Report

J. Goodwin provided an overview of the report advising of the site plan as well as parking areas that will be unavailable during the project. Staff advised that a communications plan has been executed to inform user groups and staff of the project and impacts on parking.

The Commission discussed the following topics:

- Shipping containers that are located in the parking area
- The length of time the north parking area will be unavailable
- Larger events that will occur during the project, impacts on parking and the possibility of using Kelset Elementary School parking

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

CARRIED

c) Maintenance Projects Report

J. Goodwin provided an overview of the report. The Commission discussed the estimated lifespan of the pool motor.

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

CARRIED

d) PerfectMind Recreation Software Update – Verbal Report

L. Brewster advised that the software “go live” date is April 5. V. Leigh-Dorin, M. Alsdorf and the program team have dedicated many hours in preparation for the launch. Extensive training has been provided for reception and programs staff.

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

CARRIED

e) Panorama Staff Training Day – Verbal Report

L. Brewster provided a PowerPoint presentation of the February 22, 2017 Panorama staff training day providing an overview of the following:

- This was the first time all three departments have trained together
- All regular full time, part time and selected auxiliary staff were involved
- Panorama has experienced extensive change through capital projects, staff positions, corporate procedures as well as in the community
- Training components included acknowledging change, honouring the past and valuing the present
- Staff focused on understanding differences, developing visions for Panorama and guidelines for moving forward

The Commission discussed the themes that emerged regarding communication. L. Brewster advised that managers are working with their teams regarding effective communications.

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

CARRIED

6. New Business

a) Repurposing of Arena B Boards

The Commission discussed the motion from the December 15, 2016 meeting which directed that the Arena B boards be donated to Peninsula Lacrosse as per their request. Staff confirmed that Peninsula Lacrosse has declined the offer due to the condition of the boards. The Arena B Ice Rink Floor Replacement contract has since been amended to allow for the removal of the boards by the contractor.

The Commission advised of possible interest from Tsartlip and Tsawout First Nations and directed staff to contact them and advise the contractor of any parties that may be interested in repurposing the boards.

b) Queenax Training System

The Commission noted that this system is being used at a Greater Victoria recreation centre and inquired whether it would be suitable for Panorama. Staff advised that while it's not being considered for Panorama due to space requirements etc., equipment replacement is slated for the fall and staff will ensure current, innovative equipment is chosen.

c) Commission Meeting Schedule

The Commission discussed the meeting schedule and whether it is mandatory to meet monthly. Staff will confirm and report back to the Commission.

7. Motion to Close the Meeting

MOVED by Commissioner Windsor, **SECONDED** by Vice Chair Chad,
That the Commission 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 commission considers that disclosure could reasonably be expected to harm the interests of the regional district.

The Commission moved to the closed session at 7:48pm.

The Commission rose from the closed session at 8:06pm without report.

8. Adjournment

MOVED by Commissioner Paltiel, **SECONDED** by Commissioner Price,
That the meeting be adjourned at 8:06pm.

CARRIED

CHAIR

RECORDER