



**Minutes of a Meeting of the Peninsula Recreation Commission
Held Thursday, May 25, 2017, in the Boardroom, 1885 Forest Park Drive,
North Saanich, BC**

Present: **Commissioners:** W. Ruffle (Chair), T. Chad (Vice Chair), A. Finall, H. Gartshore, C. Jensen (for R. Windsor) (7:05pm), B. Losie, M. Lougher-Goodey (for S. Price), N. Paltiel
Staff: L. Brewster, Senior Manager; M. Alsdorf, Manager of Program Services; J. Goodwin, Manager of Facilities and Operations; K. Say, Community Recreation Coordinator; S. Asdal (recorder)
Absent: T. Daly

The meeting was called to order at 7:02pm.

1. Approval of Agenda

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

CARRIED

2. Adoption of Minutes

MOVED by Commissioner Finall, **SECONDED** by Commissioner Paltiel,
That the minutes of the April 27, 2017 meeting be adopted.

CARRIED

3. Chair's Remarks

Chair Ruffle remarked that Panorama Recreation Aquatics staff that responded during an emergency incident in the pool on May 5, 2017, received letters of appreciation from the Acting Capital Regional District (CRD) Board Chair, CRD Chief Administrative Officer and General Manager of CRD Parks and Environmental Services.

MOVED by Vice Chair Chad, **SECONDED** by Commissioner Finall,
That the letters be added to the employees' personnel files.

CARRIED

Alternate Commissioner Jensen entered the meeting at 7:05pm.

4. Presentations/Delegations: There were none.

5. Commission Business

a) Food Services Survey Report

L Brewster provided an overview of the report and M. Alsdorf provided a PowerPoint presentation.

The Commission discussed the following topics:

- The percentage of respondents wanting food services compared to the percentage that indicated they would frequently use those services
- The importance of providing good quality food
- Food services at other recreation centres in the region
- The business model for providing food services
- The possibility of a food truck

b) Take Heart Service Contract Report

M. Alsdorf provided an overview of the report.

The Commission discussed the schedules and terms and conditions of the contract and requested that they be reviewed by CRD contract management staff.

MOVED by Vice Chair Chad, **SECONDED** by Commissioner Losie,
That the continuation of the Take Heart and Breathe Well program as outlined in the Island Health contract be approved.

CARRIED

c) Community Rehabilitation Service Contract Report

M. Alsdorf provided an overview of the report.

MOVED by Alternate Commissioner Jensen, **SECONDED** by Commissioner Paltiel,
That the continuation of the community rehabilitation program as outlined in the Island Health contract be approved.

CARRIED

d) Parkland Hockey Academy Report

M. Alsdorf provided an overview of the report.

The Commission discussed the following topics:

- Panorama Recreation's access to Parkland Secondary School facilities for programming
- Hours of ice time per week per Academy participant

MOVED by Commissioner Paltiel, **SECONDED** by Alternate Commissioner Jensen,
That School District 63 and the Parkland Hockey Academy pay the regular youth non-prime rate for ice rentals.

CARRIED

e) Maintenance Update Report

J. Goodwin provided an overview of the report and advised that:

- The process to procure an architect will begin next week

- The terms of reference will be sent to the Hockeyville Working Group for approval next week
- Sand removed from Arena B during the Ice Rink Floor Replacement Project will be repurposed

The Commission sought clarification on the source of funding to procure the architect.

MOVED by Alternate Commissioner Jensen, **SECONDED** by Commissioner Finall,
That the report be received for information

CARRIED

f) March 2017 Statement of Operations

L. Brewster provided an overview of the report.

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

CARRIED

g) Ballroom Dance Drop-In Fee Report

K. Say provided an overview of the report. The Commission sought clarification on the potential impact of an increased fee on drop-in visits.

MOVED by Vice Chair Chad, **SECONDED** by Commissioner Losie,
That the Peninsula Recreation Commission forward to Capital Regional District Finance the amended fee of \$6.00 for the Ballroom Dance drop-in to be included in the 2017/2018 Fees and Charges Bylaw to be approved by the Capital Regional District Board.

CARRIED

6. **New Business:** There was none.

7. **Adjournment**

MOVED by Vice Chair Chad, **SECONDED** by Commissioner Finall,
That the meeting be adjourned at 7:51pm.

CARRIED

CHAIR

RECORDER