



**Minutes of a Meeting of the Peninsula Recreation Commission
Held Thursday, October 19, 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, M. Lougher-Goodey (for S. Price)
Staff: L. Brewster, Senior Manager; M. Alsdorf, Manager of Program Services; V. Leigh-Dorin, Manager of Administrative Services; J. Gray, Community Recreation Coordinator; K. Say, Community Recreation Coordinator; S. Asdal (recorder)
Absent: B. Losie, N. Paltiel, R. Windsor

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

1. Approval of Agenda

MOVED by Commissioner Finall, **SECONDED** by Commissioner Gartshore,
That the agenda be approved with the addition of 6. a) Fernie Ammonia Accident.

CARRIED

2. Adoption of Minutes

MOVED by Commissioner Finall, **SECONDED** by Vice Chair Chad,
That the minutes of the September 21, 2017 meeting be adopted.

CARRIED

3. Chair's Remarks

Chair Ruffle advised of a celebration event planned for October 25 from 7:30-9:00am at Panorama Recreation to acknowledge the work of staff on the Arena B ice rink floor replacement project and invited commissioners to attend. He thanked commissioners for attending the October 15 reopening of Arena B and commended staff on organizing a great event.

4. Presentations/Delegations: There were none.

5. Commission Business

a) 2018 Service Plan Review Process Report

L. Brewster provided a PowerPoint presentation on the service plan and budget.

The Commission discussed the following topics:

- Condition of Panorama Recreation roof
- Service adjustments and staffing levels
- Fitness equipment replacement
- Program revenue
- Food services at Panorama Recreation

- Lifespan of playground equipment
- The need to expand the parking lot at Greenglade Community Centre.

Staff were requested to investigate and report back on Greenglade Community Centre parking at a future Commission meeting.

MOVED by Alternate Commissioner Lougher-Goodey, **SECONDED** by Vice Chair Chad, That the Peninsula Recreation Commission recommend to the Capital Regional District Board that the 2018 service plan and budget be approved as presented.

CARRIED

b) A Touch of Saltspring Report

M. Alsdorf provided an overview of the report. The Commission discussed the following topics:

- Impact of the event on patrons
- Impacts on program participation and services
- Increased traffic in the parking lots and facility
- Additional staffing, equipment and facility resources required
- Increased workload for staff
- Panorama Recreation's low net revenue from the event
- Incompatibility of commercial use at recreational facility

L. Brewster confirmed that Panorama Recreation has entered into a contract with A Touch of Saltspring organizers for this year's event.

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

CARRIED

MOVED by Vice Chair Chad, **SECONDED** by Commissioner Finall, That the organizers of the A Touch of Saltspring event be advised that 2017 will be the final year that the event will be held at Panorama Recreation.

CARRIED

c) 2017 Play in the Park Program Report

J. Gray provided an overview of the report. The Commission sought clarification on participation numbers.

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

CARRIED

d) Island Health Grant – Community Wellness Report

K. Say provided an overview of the report. The Commission suggested that the program be offered to ŁÁU, WELNEW Tribal School. K. Say confirmed that other schools, including the Tribal School, will be contacted about the program in the new year.

MOVED by Vice Chair Chad, **SECONDED** by Alternate Commissioner Lougher-Goodey,
That the report be received for information.

CARRIED

e) Arena B Ice Rink Floor Replacement Project Verbal Report

L. Brewster advised that the project has been completed and is within budget. She is currently working with Andy Liu, Manager, CRD Environmental Engineering, regarding a few project deficiencies. A report with final budget figures will be presented to the Commission in November.

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

CARRIED

f) Panorama Recreation Centre Facility Operating Hours Report

M. Alsdorf provided an overview of the report. The Commission discussed the following topics:

- Feasibility of recruiting staff for earlier shift
- Conducting a survey to collect public's opinions regarding operating hours

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

CARRIED

By unanimous consent, with the exception of Commissioner Daly, the Commission referred the report back to staff for further investigation.

6. New Business

a) Fernie Ammonia Accident

L. Brewster advised of the recent ammonia gas leak at the Fernie Memorial Arena which resulted in three deaths. Panorama Recreation recently installed a new refrigeration system that is compliant with BC Safety Authority regulations and is regularly inspected. Alarm systems and emergency protocols and procedures are in place.

The Commission requested that condolences be sent to Fernie Memorial Arena on behalf of the Commission and staff.

7. **Adjournment**

MOVED by Commissioner Finall, **SECONDED** by Commissioner Gartshore,
That the meeting be adjourned at 8:23pm.

CARRIED

CHAIR

RECORDER