



**Minutes of a Meeting of the Peninsula Recreation Commission  
Held Thursday, November 23, 2017, in Room 6, 2151 Lannon Way, Sidney BC**

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**Present:** **Commissioners:** W. Ruffle (Chair), T. Chad (Vice Chair), T. Daly, H. Gartshore, S. Price, C. Stock (for A. Finall), R. Windsor  
**Staff:** L. Brewster, Senior Manager; M. Alsdorf, Manager of Program Services; J. Gray, Community Recreation Coordinator; M. King, Arena Coordinator; S. Asdal (recorder)  
**Absent:** B. Losie, N. Paltiel

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

**1. Approval of Agenda**

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

**CARRIED**

**2. Adoption of Minutes**

**MOVED** by Vice Chair Chad, **SECONDED** by Commissioner Gartshore,  
That the minutes of the October 19, 2017 meeting be adopted.

**CARRIED**

**3. Chair's Remarks**

Chair Ruffle thanked Commissioner Gartshore for her assistance with the October 25 celebration event for staff. He commended Lisa Sneek, Marketing Coordinator, for producing an excellent January to June 2018 program brochure as well as all staff that contributed.

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

**5. Commission Business**

**a) Employee Recognition**

Chair Ruffle, M. Alsdorf, J. Gray and M. King presented employees with five, ten and fifteen year service awards. The recipients were recognized for their contributions and thanked for their dedication and commitment.

**b) Canadian Tire Jumpstart Swim Lessons Report**

M. Alsdorf provided an overview of the report.

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

**CARRIED**

**c) Panorama Recreation Out of School Care Report**

J. Gray provided an overview of the report. The Commission sought clarification on transportation arrangements.

L. Brewster noted that, as previously mentioned during the budget presentation at the October 19 Commission meeting, a request will be coming forward to the Commission for additional staffing.

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

**CARRIED**

**d) No Charge Facility Rentals Report**

M. Alsdorf provided an overview of the report. The Commission sought clarification on the history of free boardroom use for user group annual general meetings.

**MOVED** by Vice Chair Chad, **SECONDED** by Commissioner Gartshore, That community groups requesting a waiver or reduction of facility rental and/or equipment rental charges must bring this request forward to staff. Staff will bring requests forward to the Peninsula Recreation Commission for consideration twice annually, at regular Commission meetings.

**MOVED** by Commissioner Daly, **SECONDED** by Alternate Commissioner Stock, That the main motion be amended as follows: That community groups requesting a waiver or reduction of facility rental and/or equipment rental charges must bring this request forward to staff. Staff will bring requests forward to the Peninsula Recreation Commission for consideration twice annually, at regular Commission meetings. Requests that do not meet the twice annual schedule will be forwarded to staff for decision. Staff will forward their decision to the Commission.

**CARRIED**

The question on the main motion was called.

**MOVED** by Alternate Commissioner Stock, **SECONDED** by Commissioner Price, That community groups requesting a waiver or reduction of facility rental and/or equipment rental charges must bring this request forward to staff. Staff will bring requests forward to the Peninsula Recreation Commission for consideration twice annually, at regular Commission meetings. Requests that do not meet the twice annual schedule will be forwarded to staff for decision. Staff will forward their decision to the Commission.

**CARRIED**

**6. Correspondence**

**a) Correspondence from Adam Olsen, MLA, re: Arena B Ice Rink Floor Replacement Project**

Chair Ruffle reviewed the correspondence.

**MOVED** by Commissioner Windsor, **SECONDED** by Commissioner Price,  
That the correspondence be received for information.

**7. New Business**

**a) December 14, 2017 Peninsula Recreation Commission Meeting**

The Commission discussed the possibility that many commissioners may not be able to attend the meeting.

**MOVED** by Commissioner Daly, **SECONDED** by Commissioner Gartshore,  
That the December 14, 2017 Peninsula Recreation Commission meeting be cancelled.

**CARRIED**

**8. Adjournment**

**MOVED** by Commissioner Windsor, **SECONDED** by Commissioner Price,  
That the meeting be adjourned at 7:33pm.

**CARRIED**

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CHAIR

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RECORDER