



**Minutes of a Meeting of the Peninsula Recreation Commission
Held Thursday, February 22, 2018, in the Boardroom, 1885 Forest Park Drive,
North Saanich, BC**

Present: **Commissioners:** W. Ruffle (Chair), T. Chad, T. Daly, A. Finall (7:06), N. Paltiel, S. Price, J. Thornburgh (for H. Gartshore), R. Windsor
Staff: R. Lapham, Chief Administrative Officer; L. Brewster, Senior Manager; M. Alsdorf, Manager of Program Services; M. Curtis, Manager of Facilities and Operations; V. Leigh-Dorin, Manager of Administrative Services; L. Sneek, Marketing Coordinator; S. Asdal (recorder)
Absent: B. Losie

1. Call to Order – Senior Manager

L. Brewster called the meeting to order at 7:00pm.

2. Election of the Chair of the Commission (pursuant to Section 215 of the Local Government Act)

L. Brewster called for nominations for the position of Chair of the Commission for 2018 and 2019.

Commissioner Chad nominated Commissioner Ruffle. Commissioner Ruffle accepted.

L. Brewster called for nominations a second and third time and hearing none declared nominations closed.

L. Brewster declared Commissioner Ruffle Chair of the Commission for 2018 and 2019 by acclamation.

Commissioner Ruffle assumed the chair.

3. Election of the Vice Chair of the Commission (pursuant to Section 215 of the Local Government Act)

Chair Ruffle called for nominations for the position of Vice Chair of the Commission for 2018.

Commissioner Price nominated Commissioner Chad. Commissioner Chad declined.

Commissioner Chad nominated Commissioner Gartshore. Chair Ruffle advised that Commissioner Gartshore had provided her acceptance in writing prior to the meeting.

Chair Ruffle called for nominations a second and third time and hearing none declared nominations closed.

Chair Ruffle declared Commissioner Gartshore Vice Chair of the Commission for 2018 by acclamation.

Commissioner Finall entered the meeting at 7:06pm.

4. Approval of Agenda

MOVED by Commissioner Windsor, **SECONDED** by Commissioner Paltiel,
That the agenda be approved with the addition of 9 a) District of North Saanich Zoning Bylaw
No. 1255, Amendment Bylaw No. 1435

CARRIED

5. Adoption of Minutes

MOVED by Commissioner Price, **SECONDED** by Commissioner Windsor,
That the minutes of the January 25, 2018 meeting be adopted.

CARRIED

6. Chair's Remarks

Chair Ruffle remarked that the British Columbia Recreation and Parks Association's 2018 Symposium will be held April 30 to May 2. Chair Ruffle and Commissioners Daly and Gartshore will be attending. He advised that additional commissioners wishing to attend need to register by March 8 to meet the "early bird" deadline.

7. Presentations/Delegations: There were none.

8. Commission Business

a) 2017 Special Events Report

L. Sneek provided an overview of the report.

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

CARRIED

b) Facility Rental Fee Adjustment Requests Report

M. Alsdorf provided an overview of the report.

MOVED by Commissioner Paltiel, **SECONDED** by Commissioner Price,
That the waiving of facility rental fees as outlined in Table 1 be approved.

CARRIED

c) December 2017 Yearend Financial Report

V. Leigh-Dorin provided an overview of the report. The Commission discussed revenue from the aquatics division and from partnerships.

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

CARRIED

d) 2017 Annual Program Report

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

- The current art display at Panorama Recreation
- Nature tours that Pauquachin First Nation provides on the former Dunsmuir Lodge property. Staff were requested to work with Pauquachin to provide tours for the Forest Explorers program participants.

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

CARRIED

e) Panorama Recreation Staff Workshop – Verbal Report

L. Brewster provided an overview of the February 7, 2018 staff training day which focused on team building and investigating individual strengths. Regular part-time and full-time employees as well as some auxiliary employees participated. This is the second year the staff training was held and will become an annual event.

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

CARRIED

9. New Business

a) District of North Saanich Zoning Bylaw No. 1255, Amendment Bylaw No. 1435

The Commission discussed the following topics:

- The timing and content of the public hearing advertisement for the amendment bylaw
- The date of the public hearing
- Finalization of the amendment bylaw
- Communications to date from the District of North Saanich to the District of Central Saanich and the Peninsula Recreation Commission regarding the proposed library site at Panorama Recreation Centre

MOVED by Commissioner Windsor, **SECONDED** by Commissioner Paltiel,

WHEREAS the site located at 1885 Forest Park Drive is currently operating as a physical recreation facility known as Panorama Recreation Centre; and

WHEREAS this is a joint service between the District of Central Saanich (population 16,814), the Town of Sidney (population 11,672) and the District of North Saanich (population 11,249); and

WHEREAS the joint service is governed by the Peninsula Recreation Commission under delegated authority from the Capital Regional District; therefore,

BE IT RESOLVED that the Peninsula Recreation Commission write to the Vancouver Island Regional Library Board and the District of North Saanich informing them that the Recreation Commission have not been adequately consulted with respect to the bylaw amendments proposed for site coverage on the Recreation Centre lands; and

FURTHER that the Peninsula Recreation Commission implores both the Vancouver Island Regional Library and North Saanich to consult with all major stakeholders before making any further decisions about the property.

CARRIED
Commissioner Finall OPPOSED

10. Motion to Close the Meeting

MOVED by Commissioner Finall, **SECONDED** by Commissioner Windsor,
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 Board.

11. Adjournment

MOVED by Commissioner Price, **SECONDED** by Commissioner Paltiel,
That the meeting be adjourned at 8:29pm.

CARRIED

CHAIR

RECORDER