



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

Present: **Commissioners:** W. Ruffle (Chair), H. Gartshore (Vice Chair), T. Daly, A. Finall, B. Losie, N. Paltiel, S. Price, R. Windsor
Staff: L. Brewster, Senior Manager; M. Curtis, Manager of Facilities and Operations; V. Leigh-Dorin, Manager of Administrative Services; J. Gray, Community Recreation Coordinator – Youth, K. Say, Community Recreation Coordinator – Adult, S. Asdal (recorder)
Absent: T. Chad

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

1. Approval of Agenda

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

CARRIED

2. Adoption of Minutes

MOVED by Commissioner Finall, **SECONDED** by Commissioner Paltiel,
That the minutes of the February 22, 2018 meeting be adopted.

CARRIED

3. Chair's Remarks

Chair Ruffle remarked that Panorama Recreation spring break camps are full. The Commission discussed registration numbers.

4. Presentations/Delegations: There were none.

5. Commission Business

a) BC Transit Meeting – Verbal Report

Commissioner Gartshore advised that she attended the meeting; BC Transit provided information on proposed routes.

MOVED by Commissioner Paltiel, **SECONDED** by Commissioner Gartshore,
That staff be directed to send a letter to BC Transit requesting that routes be upgraded to improve accessibility to Panorama Recreation for Saanich Peninsula First Nations communities.

CARRIED

b) Maintenance Update Report

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

- The removal of trees along the side of the tennis facility and possible drainage impacts. Staff were requested to notify the public of the upcoming removal.
- The increase in attendance at Greenglade Community Centre. Staff confirmed that the 24% increase includes just drop-ins and not registered programs.

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

CARRIED

c) Teen Programs Report

J. Gray provided an overview of the report. The Commission discussed program participation levels.

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

CARRIED

d) Child Care Services Contract Report

L. Brewster provided an overview of the report. The Commission discussed the process in place to determine support needs, the training required for staff to provide that support and the number of children each staff member is qualified to support.

Staff were requested to report back at a future Commission meeting on the progress of this program.

MOVED by Commissioner Daly, **SECONDED** by Commissioner Paltiel,
That the contract and funding be approved as outlined in the Island Health contract.

CARRIED

e) Volunteer Program Report

K. Say provided an overview of the report. The Commission discussed the following topics:

- The type, number and age requirements of volunteer opportunities available in each department
- Consultation that took place with the union and Capital Regional District Human Resources

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

CARRIED

6. Correspondence

a) Correspondence from Chief Ron Sam, Songhees Nation, Re: 2020 North American Indigenous Games

The Commission discussed the correspondence and letters of support provided by the District of North Saanich and the Capital Regional District.

MOVED by Commissioner Windsor, **SECONDED** by Commissioner Paltiel,
That a letter of support be sent from the Peninsula Recreation Commission to the Songhees Nation.

CARRIED

b) Correspondence from Mayor Alice Finall, District of North Saanich, Re: Zoning Bylaw Amendment – Late Agenda Item

The Commission discussed the following topics:

- The date and time the correspondence was received by Panorama Recreation
- Statements in the correspondence regarding communication between the District of North Saanich Chief Administrative Officer and Panorama Recreation Senior Manager
- Recreational use as defined in the District of North Saanich Bylaw No. 1255 (2011)
- Communication process between the District of North Saanich to the District of Central Saanich regarding amendment to Bylaw No. 1255
- The content of the advertisement for the public hearing to amend Bylaw No. 1255
- Appropriate types of expansion for Panorama Recreation Centre site
- Whether a library meets the definition of recreation
- Percentage of site coverage to be utilized by the library building and impact on Panorama Recreation's ability to expand its recreational facilities in the future

MOVED by Commissioner Windsor, **SECONDED** by Commissioner Paltiel,
That the District of North Saanich be requested to provide in writing the site coverage and parking requirements that Vancouver Island Regional Library intends to apply for.

MOVED by Commission Paltiel, **SECONDED** by Commissioner Daly,
That the main motion be amended as follows: That the Vancouver Island Regional Library be requested to provide in writing the site coverage and parking requirements that it intends to apply for.

CARRIED

The question on the main motion was called.

MOVED by Commissioner Paltiel, **SECONDED** by Commissioner Daly,
That the Vancouver Island Regional Library be requested to provide in writing the site coverage and parking requirements that it intends to apply for.

CARRIED

MOVED by Commissioner Daly, **SECONDED** by Commissioner Paltiel,
That the Chair of the Peninsula Recreation Commission and the Senior Manager of
Panorama Recreation be directed to meet with the Executive Director of the Vancouver
Island Regional Library (VIRL) to discuss the Commission's concerns as addressed in the
letter from the Commission Chair to VIRL dated March 19, 2018.

CARRIED

The Commission discussed the role it plays in approving proposed changes to the Panorama
Recreation Centre site.

MOVED by Commissioner Price, **SECONDED** by Commissioner Paltiel,
That staff be directed to consult with the Capital Regional District on the role the Peninsula
Recreation Commission plays regarding the approval of changes to the Panorama
Recreation Centre site.

CARRIED

The Commission discussed the following topics:

- The process of the District of North Saanich and the Town of Sidney to communicate concerns to the Commission regarding VIRL's proposal
- Amending Bylaw No. 1255 to increase site coverage by more than 35% to allow for future expansion of physical recreation at Panorama Recreation Centre

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

CARRIED

7. New Business: There was none.

8. Adjournment

MOVED by Commissioner Paltiel, **SECONDED** by Commissioner Daly,
That the meeting be adjourned at 8:19pm.

CARRIED

CHAIR

RECORDER