



**Minutes of a Meeting of the Peninsula Recreation Commission  
Held Thursday, October 25, 2018, in the Boardroom, 1885 Forest Park Drive,  
North Saanich, BC**

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**Present:** Commissioners: W. Ruffle (Chair), H. Gartshore (Vice Chair), T. Daly, A. Finall, N. Paltiel  
**Staff:** L. Brewster, Senior Manager; M. Alsdorf, Manager of Program Services; A. Sharp, Manager of Administrative Services; H. Nawroth, Community Recreation Coordinator; P. Perna (Recorder)  
**Absent:** T. Chad, B. Losie, S. Price, R. Windsor

The meeting was called to order at 7:05pm.

**1. Approval of Agenda**

**MOVED** by Commissioner Finall, **SECONDED** by Commissioner Daly,  
That the agenda be approved as circulated.

**CARRIED**

**2. Adoption of Minutes**

**MOVED** by Commissioner Finall, **SECONDED** by Commissioner Gartshore,  
That the minutes of the September 19, 2018 meeting be adopted as circulated.

**CARRIED**

**3. Chair's Remarks**

Chair Ruffle remarked on the following:

- Correspondence received regarding the exceptional service by a team leader in going above and beyond in assisting a family's young son in swimming lessons

**MOVED** by Commissioner Paltiel, **SECONDED** by Commissioner Finall,  
That the correspondence be received with thanks.

**CARRIED**

- The success and exceptional staff leadership during the International Junior Tennis tournament held at Panorama Recreation October 15-20.
- The filming of a Hallmark movie at Panorama Recreation

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

**5. Commission Business**

**a) September 2018 Statement of Operations Report**

A. Sharp provided an overview of the report.

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

**CARRIED**

**b) Creating Healthy Places Grant Report**

H. Nawroth provided an overview of the report.

Discussion ensued on the allocation of the promotional budget and what will be done for promotion and engagement with the community.

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

**CARRIED**

**c) May to August Programs Report**

M. Alsdorf provided an overview of the report.

Discussion ensued on the maximum number of full-time registrations allowed per room for out-of-school care.

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

**CARRIED**

**d) Free Swim for Individuals with a Disability Report**

M. Alsdorf provided an overview of the report.

Discussion ensued on advertising, brochures and broadening the awareness of the program.

L. Brewster provided comments from Commissioner Losie regarding exploring more options for financially challenged and disabled patrons and how to make Panorama Recreation Centre more accessible.

**MOVED** by Commissioner Paltiel, **SECONDED** by Commissioner Finall,  
That the Peninsula Recreation Commission receive the report for information.

**CARRIED**

**MOVED** by Commissioner Finall, **SECONDED** by Commissioner Paltiel,  
That a letter be sent to Heather Light notifying her of the Leisure Involvement for Everyone (LIFE) program.

**CARRIED**

**MOVED** by Commissioner Finall, **SECONDED** by Commissioner Paltiel,  
That the Peninsula Recreation Commission maintain current operations with financial barriers addressed by the LIFE program and other low cost opportunities and explore and implement further advertising.

**CARRIED**

**e) Lane Allocation for Adult Swimmers – Verbal Report**

M. Alsdorf provided an update on a meeting held with masters swimmers to discuss what the groups were looking for and their priorities on lanes versus times. She advised of accommodations that were made to address some of the priorities.

L. Brewster advised of an email received by the user group thanking staff for addressing the issue.

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

**CARRIED**

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

The Peninsula Recreation Commission recognized this meeting as Commissioner Finall's last meeting and thanked her for her commitment to the community and to the recreation centre.

**7. Motion to Close the Meeting**

**MOVED** by Commissioner Paltiel, **SECONDED** by Commissioner Gartshore,  
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.

**CARRIED**

The Commission moved to the closed session at 7:33pm.  
The Commission rose from the closed session at 7:38pm without report.

**8. Adjournment**

**MOVED** by Commissioner Paltiel, **SECONDED** by Commissioner Gartshore,  
That the meeting be adjourned at 7:38pm.

**CARRIED**

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CHAIR

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RECORDER