



**Minutes of a Meeting of the Peninsula Recreation Commission
Held Thursday, February 27, 2020, in the Boardroom, 1885 Forest Park Drive,
North Saanich, BC**

Present: **Commissioners:** T. Daly (Chair), H. Gartshore (Vice Chair), K. Frost, R. Imrie, C. McNeil-Smith, G. Orr, N. Paltiel, C. Rintoul, R. Windsor
Staff: L. Brewster, Senior Manager; Melanie Alsdorf, Manager, Program Services; M. Curtis, Manager, Facilities and Operations; M. Medland, Senior Financial Advisor, CRD Finance; A. Sharp, Manager, Administrative Services; S. Asdal (recorder)

The meeting was called to order at 7:00 pm.

1. Approval of the Agenda

MOVED by Commissioner Imrie, **SECONDED** by Vice-Chair Gartshore,
That the agenda be approved.

CARRIED

2. Adoption of Minutes

MOVED by Commissioner Paltiel, **SECONDED** by Commissioner Rintoul,
That the minutes of the January 23, 2020 meeting be adopted.

CARRIED

3. Chair's Remarks

Chair Daly remarked on the great support Panorama Recreation staff showed for Pink Shirt Day on February 26.

4. Presentations/Delegations: There were none.

5. Commission Business

a) December 2019 Year End Financial Report

A Sharp provided an overview of the report. The commission discussed the following points:

- the importance of ensuring the public is aware that the operating surplus will be reinvested into Panorama Recreation's facilities (e.g., capital projects)
- the difference in 2018 and 2019 utility amounts
- the increase in pass sales
- the process used to determine surplus and requisition amounts
- listing the actual amounts in addition to net contributions for future year over year division comparisons

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

CARRIED

b) 2020 Capital Plan Amendment Report

A. Sharp provided an overview of the report.

MOVED by Commissioner Windsor, **SECONDED** by Commissioner Paltiel,
The Peninsula Recreation Commission recommends to the Capital Regional District Board:
That the 2020 Panorama Recreation Capital Plan be amended to increase the ice resurfacer
replacement project budgets to \$209,000 for each ice resurfacer to be funded entirely from
the Equipment Replacement Fund.

CARRIED

c) 2019 Annual Program Report

M. Alsdorf provided an overview of the report. L. Brewster advised of the following:

- Panorama Recreation staff are having challenges finding spaces for recreation programs and services in Central Saanich.
- The Central Saanich Recreation Needs Assessment Project identified the need for a recreation facility in Central Saanich.
- This issue will arise during community engagement for the upcoming Strategic Plan.

L. Brewster inquired whether the commission would consider striking a working committee to discuss possibilities for facility expansion in Central Saanich.

N. Paltiel advised that the Central Saanich's Citizens Satisfaction Survey results indicate that citizens are satisfied with recreation services but want increased recreation opportunities.

MOVED by Commissioner Paltiel, **SECONDED** by Commissioner Windsor,
That a select committee be appointed comprised of Lorraine Brewster, Stephen Henderson,
Ted Daly and Niall Paltiel to explore opportunities for recreation facilities in central Saanich.

CARRIED

The commission discussed the following points:

- timeline for the Strategic Plan
- the need for a terms of reference for the select committee
- increased adult programs revenue
- status of food services at Panorama Recreation

MOVED by Commissioner McNeil-Smith, **SECONDED** by Commissioner Frost,
That the report be received for information.

CARRIED

d) Staff Workshop – Verbal Report

L. Brewster advised that Panorama Recreation will be holding a staff workshop on March 11 at the Saanich Fairgrounds to explore the following themes from the CRD Organizational Development Plan: Serve the Customer, Work Collaboratively and Own the Outcome.

L. Brewster will report back to the commission on highlights from the workshop.

e) British Columbia Recreation and Parks Association Symposium – Verbal Report

L. Brewster advised that the symposium will be held in Victoria from April 29 to May 1; the registration deadline is March 26. Commissioners that are interested in attending can email S. Asdal.

The commission requested that staff explore the opportunity for students to attend portions of the symposium and share this information with Stelly's and Parkland secondary schools.

f) 2020 Peninsula Recreation Commission Meeting Dates Revised Report

L. Brewster provided an overview of the report.

MOVED by Commissioner McNeil-Smith, **SECONDED** by Vice Chair Gartshore,
That the revised 2020 commission meeting dates be approved.

CARRIED

6. New Business: There was none.

7. Adjournment

MOVED by Commissioner Orr, **SECONDED** by Commissioner McNeil-Smith,
That the meeting be adjourned at 7:45 pm.

CARRIED

CHAIR

RECORDER