



**Minutes of a Meeting of the Peninsula Recreation Commission
Held Thursday, October 15, 2020, at Greenglade Community Centre
Room 6, 2151 Lannon Way, Sidney, BC**

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

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

1. Approval of Agenda

MOVED by Commissioner Rintoul, **SECONDED** by Vice Chair Gartshore,
That the agenda be approved with the addition of 6. a) Correspondence from Saanich Peninsula Pickleball Association.

CARRIED

2. Adoption of Minutes

MOVED by Commissioner McNeil-Smith, **SECONDED** by Commissioner Orr,
That the minutes of the September 17, 2020 meeting be adopted.

CARRIED

3. Chair's Remarks

Chair Daly commended Panorama Recreation staff on providing a variety of well organized and well attended programs.

4. Presentations/Delegations: There were none.

5. Commission Business

a) 2019-2022 Recreation Service Planning Report

L. Brewster provided an overview of the report. The Commission discussed revenue from registered programs and single admission purchases.

MOVED by Commissioner McNeil-Smith, **SECONDED** by Commissioner Orr,

That the Peninsula Recreation Commission recommends to the Capital Regional District Board:

That the *Community Need 2021 Summary - Recreation* be approved as presented and advanced to the October 28, 2020 provisional budget review process.

CARRIED

b) 2021 Budget Review and Approval Process Report

L. Brewster provided an overview of the report.

A. Sharp provided a PowerPoint presentation on the 2021 budget. The Commission discussed the following topics:

- Staffing levels for 2021
- Funding for strategic planning
- Requisition increase
- Impact of COVID-19 on forecasting revenue for future years
- Funding for capital projects and equipment replacement
- Grant funding for heat recovery project
- Ability to amend the budget prior to final CRD Board approval
- Grant funding available for green initiatives
- Possible enhancements needed for HVAC air handling unit
- Rationale for funding projects through borrowing verses capital reserves
- Lifespan of automated external defibrillators (AED's)
- Funding for personal protective equipment

MOVED by Commissioner Paltiel, **SECONDED** by Commissioner Imrie,

That the Peninsula Recreation Commission recommends to the Capital Regional District Board:

That the attached 2021-2025 budget be approved as presented.

CARRIED

c) 2020 Third Quarter Financial Statement of Operations Report

A. Sharp provided an overview of the report.

The Commission discussed the following topics:

- Cost savings on gas and district energy system
- Promotion of Panorama Recreation COVID-19 protocols and cleaning procedures

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

CARRIED

d) Victoria Playmakers Association Facility Rental Fee Adjustment Request – Verbal Report

L. Brewster advised that the Association will not be going ahead with the tournament and no longer requires the facility rental.

6. New Business

a) Correspondence from Saanich Peninsula Pickleball Association

The Commission discussed the following topics:

- Opportunities for pickleball in the new multi-use sport box proposed by Central Saanich
- Panorama Recreation services will not expand in 2021 due to COVID-19 financial impacts
- Upcoming Panorama Recreation strategic planning in 2021

The Commission directed staff to advise the Association that there will be no expansion of recreational services in 2021 and that feedback is welcome during the strategic planning process.

7. Adjournment

MOVED by Commissioner McNeil-Smith, **SECONDED** by Vice Chair Gartshore,
That the meeting be adjourned at 8:26 pm.

CARRIED

CHAIR

RECORDER