



**Minutes of a Meeting of the Peninsula Recreation Commission
Held Thursday, November 26, 2020, at Greenglade Community Centre
Room 6, 2151 Lannon Way, Sidney, BC**

Present in Room 6:

Commissioners: T. Daly (Chair), G. Orr, N. Paltiel, R. Windsor

Staff: L. Brewster, Senior Manager; M. Alsdorf, Manager, Program Services;
M. Curtis, Manager, Facilities and Operations; S. Henderson, Manager,
CRD Real Estate Services; A. Sharp, Manager, Administrative Services;
S. Asdal (recorder)

Present Electronically (Telephone):

Commissioners: H. Gartshore (Vice Chair), K. Frost, R. Imrie, C. McNeil-Smith, C. Rintoul

Staff: S. May, Senior Manager, CRD Environmental Engineering

Also Present: M. Di Buono, Associate Vice President, Operations & Programs, Canadian
Tire Jumpstart Charities

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

1. Approval of Agenda

MOVED by Vice Chair Gartshore, **SECONDED** by Commissioner Orr,
That the agenda be approved with the addition of 7. a) Provincial Health Officer Order.

CARRIED

- 2. MOVED** by Vice Chair Gartshore, **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 Capital Regional District.

CARRIED

The meeting was closed at 7:04 pm.

The Commission rose from the closed session at 8:16 pm without report.

S. Henderson and S. May left the meeting at 8:16 pm.

3. Adoption of Minutes

MOVED by Vice Chair Gartshore, **SECONDED** by Commissioner Orr,
That the minutes of the October 15, 2020 meeting be adopted.

CARRIED

4. Chair's Remarks

Chair Daly advised that there will not be a Commission meeting in December.

- 5. Presentations/Delegations:** There were none.

6. Commission Business

a) Grant Update Report

M. Alsdorf provided an overview of the report. The Commission sought clarification on when decisions are to be expected on the grant applications.

MOVED by Vice Chair Gartshore, **SECONDED** by Commissioner Windsor,
That the report be received for information.

CARRIED

Commissioner Rintoul left the meeting at 8:23 pm.

b) Annual Pass – Verbal Report

A. Sharp advised of the following:

- Information presented at the July Commission meeting regarding the annual pass review remains the same.
- Allowing timed passes at this time could result in further deficit.
- Staff recommend that the current fee structure of admission by drop-in fee or per visit pass be maintained and that the fee structure be reviewed in the spring of 2021.

MOVED by Commissioner Windsor, **SECONDED** by Commissioner Orr,
That the current fee structure of admission by drop-in fee or per visit pass be maintained and that the fee structure be reviewed in the spring of 2021.

CARRIED

c) Facility Rental Fee Adjustment Requests Report

M. Alsdorf provided an overview of the report.

MOVED by Vice Chair Gartshore, **SECONDED** by Commissioner Orr,
That the waiving of facility rental fees as outlined in Table 1 be approved.

CARRIED

d) Strategic Plan 2021-2025 – Verbal Report

L. Brewster advised of the following:

- A Request for Qualifications is being completed to invite consultants to submit a statement of credentials by December 18, 2020 for the preparation of the strategic plan.
- Once the Request for Qualifications process is complete, a Request for Proposals will begin with the successful applicant to start the strategic planning process in January 2021.
- The consultant will conduct workshops with the Commission and staff.
- The final report is to be completed in April 2021.

The Commission discussed the budget for the strategic planning process and current and possible future financial challenges due to COVID-19.

MOVED by Commissioner Windsor, **SECONDED** by Commissioner Orr,
That the Request for Qualifications be postponed and considered at the January 2021
Commission meeting.

CARRIED
Commissioners Gartshore, Imrie OPPOSED

e) Maintenance Update Report

M. Curtis provided an overview of the report.

MOVED by Vice Chair Gartshore, **SECONDED** by Commissioner Orr,
That the report be received for information.

CARRIED

7. New Business

a) Provincial Health Officer Order

M. Alsdorf advised of the following:

- The provincial health officer order of November 19 is being updated almost daily.
- Staff are ensuring there is no social gathering of any size including outdoors.
- All indoor physical activities are cancelled pending more guidance.
- Some group outdoor fitness and yoga classes are scheduled for next week.
- Aquatic fitness classes have not been affected by the order.
- Masks must be worn in all common spaces (except when participating in a sport) and when transitioning between equipment in the weight room.
- Sports can continue but there are no spectators allowed.

The Commission expressed their appreciation to staff for their great work in adapting to the changes brought on by the pandemic.

8. Adjournment

MOVED by Vice Chair Gartshore, **SECONDED** by Commissioner Windsor,
That the meeting be adjourned at 8:47 pm.

CARRIED

CHAIR

RECORDER