



**Minutes of a Meeting of the Peninsula Recreation Commission  
Held Thursday, January 28, 2021, at Greenglade Community Centre  
Room 6, 2151 Lannon Way, Sidney, BC**

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**Present in Room 6:**

**Commissioners:** T. Daly (Chair), H. Gartshore (Vice Chair), K. Frost, C. McNeil-Smith, 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; M. Medland, Senior Financial Advisor, CRD Financial Services; A. Sharp, Manager, Administrative Services; S. Asdal (recorder)

**Present Electronically (Telephone):**

**Commissioners:** R. Imrie, C. Rintoul

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

**1. Election of Vice Chair**

Chair Daly called for nominations of Vice Chair of the Peninsula Recreation Commission for 2021.

Commissioner Orr nominated Commissioner Gartshore. Commissioner Gartshore accepted the nomination.

Chair Daly called for nominations a second time.

Chair Daly called for nominations a third and final time.

Hearing no further nominations, Chair Daly declared Commissioner Gartshore Vice Chair of the Peninsula Recreation Commission.

**2. Approval of Agenda**

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

**CARRIED**

**3. Adoption of Minutes**

**MOVED** by Commissioner Orr, **SECONDED** by Commissioner Paltiel, That the minutes of the November 26, 2020 meeting be adopted.

**CARRIED**

**4. Chair's Remarks:** There were none.

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

## 6. Commission Business

- a) **Funding for 2020 Panorama Budget Deficit – Verbal Report:** L. Brewster reported that correspondence was received from the District of Central Saanich advising that Central Saanich Council passed the following resolution at their January 11, 2021 meeting:

*That staff investigate and provide options and amounts, based on the funding formula, to the three municipalities to fund the 2020 Panorama budget deficit, for their Council's consideration.*

- b) **2020 Operating Surplus, COVID-19 Effects and Municipal Support Report**

L. Brewster and A. Sharp provided an overview of the report. The Commission discussed the following topics:

- funds allocated to the District of Central Saanich for restarting services
- current operating surplus and possible COVID-19 related impacts in 2021
- increase to 2021 requisition
- reduction to operating reserve transfer
- allocations to 2021 equipment reserve fund
- type of investments and rate of return of reserve funds

**MOVED** by Commissioner McNeil-Smith, **SECONDED** by Vice Chair Gartshore,  
That staff be directed to present at the February Commission meeting, scenarios for reducing the 2021 requisition increase down to a range of 0%.

**CARRIED**  
**Commissioner Windsor OPPOSED**

**MOVED** by Commissioner Orr, **SECONDED** by Commissioner Rintoul,  
That the transfer of \$413,258 of the 2020 operating surplus to the capital reserve fund be approved.

- c) **Programs and Services COVID-19 Update Report**

M. Alsdorf provided an overview of the report. The Commission discussed the number of pool visits in 2020 versus 2021.

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

**CARRIED**

- d) **Strategic Plan 2021-2025 – Verbal Report**

L. Brewster advised of the following:

- the request for qualifications process is ready to go forward
- starting the process for the strategic plan now would align with the Official Community Plan work that the districts of Central Saanich, North Saanich and the Town of Sidney have embarked on
- the strategic plan will set priorities for Panorama Recreation staff and the Commission
- consultant to facilitate workshop with Commission in February

- community and stakeholder engagement to be conducted end of March/early April
- project to be completed by the end of May/beginning of June

**MOVED** by Commissioner Orr, **SECONDED** by Commissioner Frost,  
That the advancement of the strategic plan and the request for qualifications process be approved.

**CARRIED**

**e) 2021 Peninsula Recreation Commission Meeting Dates Report**

L. Brewster provided an overview of the report.

**MOVED** by Commissioner McNeil-Smith, **SECONDED** by Commissioner Orr,  
That the December 9 meeting be changed to “Call of the Chair” and that the 2021  
Commission meeting dates be approved as amended.

**CARRIED**

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

**8. MOVED** by Commissioner Windsor, **SECONDED** by Commissioner Paltiel,  
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.

The meeting was closed at 7:56 pm.

The Commission rose from the closed session at 8:31 pm without report.

**9. Adjournment**

**MOVED** by Commissioner Orr, **SECONDED** by Commissioner Frost,  
That the meeting be adjourned at 8:31 pm.

**CARRIED**

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CHAIR

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RECORDER