



# Capital Regional District

## Notice of Meeting and Meeting Agenda Peninsula Recreation Commission

Thursday, October 28, 2021

7:00 PM

Greenglade Community Centre  
Room 6, 2151 Lannon Way,  
Sidney, BC V8L 3Z1

---

T. Daly (Chair), H. Gartshore (Vice Chair), K. Frost, R. Imrie, C. McNeil-Smith, G. Orr,  
N. Paltiel, C. Rintoul, R. Windsor

---

### 1. Territorial Acknowledgement

### 2. Approval of Agenda

### 3. Adoption of Minutes of September 23, 2021

#### 3.1. Minutes of the September 23, 2021 Peninsula Recreation Commission

Recommendation: That the minutes of the Peninsula Recreation Commission of September 23, 2021 be adopted as circulated.

Attachment: [Minutes – September 23, 2021](#)

### 4. Chair's Remarks

### 5. Presentations/Delegations

### 6. Commission Business

#### 6.1. Proposed Schedule Adjustments for the Strategic Plan - Verbal

#### 6.2. Leisure Involvement for Everyone Report

Recommendation: That the Peninsula Recreation Commission approve the change to the program registration model of the LIFE program for 2022.

Attachment: [Staff Report: Leisure Involvement for Everyone \(LIFE\) Program Adjustment](#)

#### 6.3. 2021 Third Quarter Financial Statement of Operations Report

Recommendation: That the Peninsula Recreation Commission receive this report for information.

Attachment: [Staff Report: 2021 Third Quarter Financial Statement of Operations](#)

#### 6.4. Maintenance Update Report

Recommendation: That the Peninsula Recreation Commission receive this report for information.

Attachment: [Staff Report: Maintenance Update](#)

6.5. Jumpstart Inclusive Multisport Court Update - Verbal

7. **New Business**

8. **Adjournment**

The next meeting is November 25, 2021

To ensure quorum, please advise Lorraine Brewster at [LBrewster@panoramarec.bc.ca](mailto:LBrewster@panoramarec.bc.ca) if you cannot attend.



# Capital Regional District

625 Fisgard St.,  
Victoria, BC V8W 1R7

## Meeting Minutes

### Peninsula Recreation Commission

---

Thursday, September 23, 2021

7:00 PM

Greenglade Community Centre  
Room 6, 2151 Lannon Way,  
Sidney, BC V8L 3Z1

---

**PRESENT:**

T. Daly (Chair), H. Gartshore (Vice Chair), K. Frost, R. Imrie, C. Stock (for G. Orr), N. Paltiel (EP), C. Rintoul, C. McNeil-Smith, R. Windsor (EP)

Staff: L. Brewster, Senior Manager; M. Medland, Senior Financial Advisor; A. Sharp, Manager, Administrative Services; M. Curtis, Manager, Facilities and Operations (EP); N.Kerk-Hecker (Recorder)

EP – Electronic Participation

The meeting was called to order at 7:00 pm

#### 1. TERRITORIAL ACKNOWLEDGEMENT

Vice Chair Gartshore provided a territorial acknowledgement.

#### 2. APPROVAL OF THE AGENDA

**MOVED by Commissioner Imrie, SECONDED by Commissioner Gartshore**  
**That the agenda be approved with the amendment of:**  
**- Item 6.2 to be presented before Item 6.1**  
**CARRIED**

#### 3. ADOPTION OF MINUTES

3.1. Minutes of the June 24, 2021 Peninsula Recreation Commission

**MOVED by Commissioner Rintoul, SECONDED by Commissioner McNeil-Smith**  
**That the minutes of the Peninsula Recreation Commission meeting of June 24,**  
**2021 be adopted as circulated.**  
**CARRIED**

#### 4. REPORT OF THE CHAIR

The Chair mentioned the Public Health Order that was released on September 13, 2021 and how well Panorama Recreation was complying with it and how there were only a few incidents regarding new procedures. He also mentioned that Nadine Kerk-Hecker, Administrative Secretary would be relocating to Montreal, Quebec and that the recruitment process had already begun to find a replacement.

#### 5. PRESENTATIONS/DELEGATIONS:

There were no presentations or delegations.

**6. COMMISSION BUSINESS****6.2.** 2022 Service Planning – Recreation

L.Brewster provided an overview of the report.

Discussion ensued regarding:

- The 2 new full time positions
- Subsidies that support the childcare initiative
- Childcare Needs Assessment Report
- That the service planning report be amended to include all of the recreation facilities (addition of Central Saanich Cultural Centre and North Saanich Middle School)

**MOVED by Commissioner McNeil-Smith, SECONDED by Commissioner Imrie,  
That the Peninsula Recreation Commission recommends to the Capital Regional  
District Board:**

**That the *Appendix A, Community Need Summary – Recreation* be approved as  
presented and form the basis of the 2022-2026 Financial Plan.**

**CARRIED**

**6.1.** 2022 Budget Review and Approval Process – Panorama Recreation

A. Sharp provided an overview of the report including a PowerPoint presentation on the 2022 budget.

Discussion ensued regarding:

- Listing of Planned Capital Expenditures
- Status of Energy Recovery Project
- Capital Reserve Fund
- Guidelines for financing in the CRD, document to be released in the fall
- Equipment Replacement Fund
- Planned Equipment Replacements
- Projected funding income
- Future planning of expenditures in regards to the 2022-2026 Strategic Plan
- Recognition of staff in managing the budget through the COVID-19 Pandemic

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

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

**That the attached *2022-2026 Panorama Recreation Budget* be approved as  
presented.**

**CARRIED**

**6.3.** Programs and Services COVID-19 Update – Verbal

M. Curtis provided an overview of the report.

**6.4.** Jumpstart Inclusive Multisport Court Update – Verbal

M. Curtis provided an overview of the report.

Discussion ensued regarding:

- Flooring tiles

**7. NEW BUSINESS:**

There was no new business.

**8. ADJOURNMENT**

**MOVED by Commissioner Stock, SECONDED by Commissioner Frost,**

**That the September 23, 2021 meeting of the Peninsula Recreation Commission be adjourned at 7:53pm.**

**CARRIED**

---

CHAIR

CERTIFIED CORRECT:

---

RECORDER



Making a difference...together

## REPORT TO PENINSULA RECREATION COMMISSION MEETING OF THURSDAY, OCTOBER 28, 2021

---

**SUBJECT** LEISURE INVOLVEMENT FOR EVERYONE (LIFE) PROGRAM ADJUSTMENT

### **ISSUE SUMMARY**

To seek approval for change to the program discount portion of the LIFE program.

### **BACKGROUND**

The LIFE program is a regional initiative supported by the Greater Victoria recreation centres to provide no cost and low-cost recreation opportunities for individuals and families on limited incomes. LIFE participants can either opt for 50% off an annual active pass or receive 52 free drop-in visits and 50% off up to 4 program registrations (maximum of \$50 discount per program).

A LIFE program review was conducted in 2019 to evaluate the existing program and provide recommendations for future service. Amongst a variety of recommendations, privacy and equity were identified as areas for improvement, particularly around program registration and access. Currently to use the LIFE benefit of 50% off a program registration, participants must phone and talk to reception or come in person to have the discount manually applied. As Panorama's program registration opens online only for the first several days, LIFE participants may miss out on the most popular programs that sell out quickly through online registration, creating inequity in program access. Additionally, if a LIFE participant registers for a program in person and would like the 50% off applied, they have to disclose that they are part of the LIFE program with the possibility of other people in the lobby overhearing.

With the capability of the current registration software, there is a subsidy module that allows use of subsidy dollars for online program registration. Staff have investigated moving from the percentage model for program discounts to the subsidy model to overcome the equity and privacy issues.

City of Victoria have already moved to the subsidy model with \$80 for preschool/adult and \$120 for youth for a two year term. Other centres are still in the investigation phase.

### **ALTERNATIVES**

#### *Alternative 1*

That the Peninsula Recreation Commission approve the change to the program registration model of the LIFE program for 2022.

#### *Alternative 2*

That the program registration model of the LIFE program remain status quo.

## **IMPLICATIONS**

### *Social Implications*

The proposed change would improve equity and accessibility for LIFE patrons when registering for a program at a discounted rate. It would also allow for more flexibility with the use of subsidy allocation instead of a percentage discount.

### *Financial Implications*

To determine financial impacts of the program discounts from the LIFE program, staff reviewed 2019 data.

For 2019:

- 712 participants chose the 52 visit and program discount option
- Of those, 63 youth and 25 adults used program discounts
- Average total discount used for youth: \$65/yr
- Average total discount used for adult: \$55/yr
- Total program discounts = \$5,476

The proposed annual subsidy is \$125 per youth and \$75 per adult. Staff anticipate that the annual program discount total will be similar to 2019, but there may be an increase with improved access for participants.

### *Service Delivery Implications*

The subsidy model of providing program discounts allows participants to register online, requiring less reception time to process registrations.

## **CONCLUSION**

The 2019 LIFE program review identified several areas of improvement for the program, including equity and privacy. LIFE participant program registration was identified as an area where changes to the program could improve privacy, equity and access while also reducing workload on reception staff. Moving to a subsidy model to allocate program discounts for 2022 will improve participant access with anticipated minimal budget impact.

## **RECOMMENDATION**

That the Peninsula Recreation Commission approve the change to the program registration model of the LIFE program for 2022.

Submitted by:	Melanie Alsdorf, Program Manager, Panorama Recreation
Concurrence:	Lorraine Brewster, Senior Manager, Panorama Recreation



Making a difference...together

## REPORT TO PENINSULA RECREATION COMMISSION MEETING OF THURSDAY, OCTOBER 28, 2021

---

**SUBJECT**    2021 Third Quarter Financial Statement of Operations

### **ISSUE SUMMARY**

To provide 2021 third quarter financial information to the Commission.

### **BACKGROUND**

The third quarter financial results are now available for the period ended September 30, 2021. The statement of operating revenue and expenses for the nine months ended September 30, 2021 are shown on the attached document (Appendix A).

In 2021, conditions remain in flux as health orders continue with the uncertainty relating to the pandemic. Aquatics, racquet sports and community recreation youth continue to out-perform budget while weights, fitness, rehab and community recreation adult programs have been greatly impacted by restrictions. Revenue reductions are largely offset by reduction in cost related to the supply of programs and activities and the close monitoring of discretionary expenditures.

After nine months of operations, actual results should be at 75% of budget utilization.

- Revenue in most areas is near or exceeding budget expectation
- Admission and pass revenue is exceeding budget expectation and expect to continue to exceed budget targets
- Program revenue is exceeding budget by 10%, aquatic youth lessons near 100% of budget and aquatic adult lessons exceeding budget by 3.5 times or \$20,000, youth programs exceeding budget by 1.4 times or \$166,000
- Overall direct operational expenses are on target at 75% budget expectation.
- Overall indirect costs are below budget expectations at 61% of budget utilization.
- Wages and benefits are on target at 66% due to position vacancy
- Utilities at 47% of budget utilization, heat recover system was not used between January and March 2021, water costs are lower than expected without the annual pool shut down, and electricity costs are lower than expected. All other utilities are near or on target with budget expectations.
- Overall performance is on target with budget.

### **CONCLUSION**

Overall performance is on target with budget expectations, even though health orders continue to impact the operation. Aquatics, community recreation youth and racquet sports will likely out-perform budget expectations and balance out below budget expectation in other areas such as weights, rehab and fitness.



**RECOMMENDATION**

That the Peninsula Recreation Commission receive this report for information.

Submitted by:	Allison Sharp, Manager Administrative Services, Panorama Recreation
Concurrence:	Lorraine Brewster, Senior Manager, Panorama Recreation

**ATTACHMENT**

Appendix A: Statement of Operations (9 Months Ended September 31, 2021)

PANORAMA RECREATION - STATEMENT OF OPERATIONS (9 MONTHS ENDED September 30, 2021)

	% of Budget Utilized	2021 BUDGET	2021 ESTIMATED	2021 Year to date	2020 BUDGET AMENDED	2020 Year to date	Actual difference 2021-2020	
							in Dollars	by %
<b>DIRECT OPERATING REVENUES</b>								
Admissions	81%	544,683	715,160	442,478	315,926	127,704	314,774	246%
Pass sales	#DIV/0!	-	-	95,218	360,189	327,489	-232,270	-71%
Partnerships /Employee Wellness Program	#DIV/0!	-	-	-	46,443	46,443	-46,443	-100%
Programs	85%	1,134,032	1,374,862	966,843	777,439	679,351	287,492	42%
Rentals	63%	809,050	840,427	506,043	472,506	394,261	111,782	28%
Other (fees, commissions)	33%	59,284	84,606	19,388	27,322	33,096	-13,708	-41%
<b>TOTAL DIRECT OPERATING REVENUES</b>	<b>80%</b>	<b>2,547,049</b>	<b>3,015,055</b>	<b>2,029,971</b>	<b>1,999,825</b>	<b>1,608,345</b>	<b>421,626</b>	<b>26%</b>
<b>DIRECT OPERATING EXPENSES</b>								
Instructional Services	68%	278,175	268,300	190,388	146,103	146,162	44,226	30%
Operating supplies	62%	88,590	100,051	54,573	68,266	43,926	10,647	24%
Repairs & Maintenance (pool, arena, racquet)	52%	210,753	210,753	110,597	167,117	128,246	-17,649	-14%
Travel & vehicle costs	70%	16,690	16,690	11,651	13,149	8,628	3,023	35%
Wages & Benefits	80%	1,564,095	2,046,332	1,257,598	1,445,941	998,864	258,734	26%
Other (Staff training, licences, fees, dues, memberships)	52%	27,270	27,340	14,160	19,610	15,421	-1,261	-8%
<b>TOTAL DIRECT OPERATING EXPENSES</b>	<b>75%</b>	<b>2,185,573</b>	<b>2,669,466</b>	<b>1,638,967</b>	<b>1,860,185</b>	<b>1,341,246</b>	<b>297,721</b>	<b>22%</b>
<b>CONTRIBUTION DIRECT OPERATIONS</b>	<b>108%</b>	<b>361,476</b>	<b>345,589</b>	<b>391,004</b>	<b>139,640</b>	<b>267,099</b>	<b>123,905</b>	<b>46%</b>
<b>INDIRECT EXPENSES- ADMIN., MAINTENANCE</b>								
Advertising	42%	23,400	23,400	9,733	35,000	22,529	-12,797	-57%
Capital	#DIV/0!	-	-	0	-	-	0	#DIV/0!
Contract for services & legal	43%	99,980	105,918	42,886	12,387	10,281	32,604	317%
CRD charges (IT, HR, payroll, finance)	77%	513,422	524,992	396,995	436,587	326,920	70,075	21%
Insurance	100%	42,760	42,760	42,760	41,980	41,980	780	2%
Leasehold Improvements	0%	40,000	40,000	-	40,000	40,000	-40,000	-100%
Licences, fees & dues	80%	119,776	122,776	96,134	88,682	71,667	24,467	34%
Rentals - Facilites and Equipment (CSCC & NSMS)	23%	77,443	77,443	18,015	86,495	(6,405)	24,420	-381%
Repairs & Maint. (general)	45%	99,024	99,024	44,860	66,658	56,830	-11,970	-21%
Supplies	62%	141,468	153,868	87,262	142,779	95,434	-8,171	-9%
Travel & vehicle costs	96%	23,785	27,255	22,912	22,846	20,092	2,820	14%
Utilities (hydro, sewer, water & phone)	47%	690,825	690,825	322,459	714,809	433,104	-110,644	-26%
Wages & Benefits	66%	2,511,050	2,588,808	1,654,969	2,381,643	1,680,865	-25,896	-2%
Other (meetings, printing costs, admin. staff training)	7%	58,210	39,610	3,939	31,743	17,361	-13,422	-77%
Contingency	0%	50,000	50,000	-	50,000	-	0	-
<b>TOTAL INDIRECT EXPENSES</b>	<b>61%</b>	<b>4,491,143</b>	<b>4,586,679</b>	<b>2,742,925</b>	<b>4,151,609</b>	<b>2,810,658</b>	<b>-67,734</b>	<b>-2%</b>
<b>INDIRECT REVENUES</b>								
Payments in lieu of taxes & Recovery	102%	159,359	159,359	161,891	160,875	160,875	1,016	1%
Donations & Sponsorships	#DIV/0!	-	111,880	56,163	16,088	249	55,913	22433%
Interest income	5%	9,160	9,160	487	9,160	2,624	-2,137	-81%
<b>TOTAL INDIRECT REVENUES</b>	<b>130%</b>	<b>168,519</b>	<b>280,399</b>	<b>218,541</b>	<b>186,123</b>	<b>163,748</b>	<b>54,793</b>	<b>33%</b>
<b>NET CONTRIBUTIONS (DEFICIT)</b>	<b>54%</b>	<b>(3,961,148)</b>	<b>(3,960,691)</b>	<b>(2,133,380)</b>	<b>(3,825,845)</b>	<b>(2,379,812)</b>	<b>246,432</b>	<b>-10%</b>
<b>TRANSFERS &amp; DEBT</b>								
Equipment Replacement Fund	75%	215,170	215,170	161,378	396,000	297,000	-135,622	-46%
Transfers to General Capital Fund	#DIV/0!	-	-	-	-	-	0	#DIV/0!
Transfer to Capital Reserve fund	100%	382,008	382,008	382,008	-	-	382,008	#DIV/0!
Transfer to Internal Reserve	0%	7,805	7,805	-	5,370	-	0	#DIV/0!
Debt-interest payments	50%	279,573	276,923	140,376	261,803	145,928	-5,552	-4%
Debt-Principal payments	84%	507,439	507,439	427,532	507,439	427,532	0	0%
MFA Debt Reserve interest	-	-	-	-	(2,610)	-	0	-
<b>TOTAL TRANSFERS &amp; DEBT</b>	<b>80%</b>	<b>1,391,995</b>	<b>1,389,345</b>	<b>1,111,294</b>	<b>1,168,002</b>	<b>870,460</b>	<b>240,834</b>	<b>28%</b>
<b>NET BEFORE REQUISITION &amp; PRIOR YEAR SURPLUS</b>	<b>61%</b>	<b>(5,353,143)</b>	<b>(5,350,036)</b>	<b>(3,244,674)</b>	<b>(4,993,847)</b>	<b>(3,250,272)</b>	<b>5,598</b>	<b>0%</b>
Requisition	100%	5,093,722	5,093,722	5,093,722	4,993,847	4,993,847	99,875	2%
Prior year's surplus	-	259,421	259,421	259,421	-	-	259,421	#DIV/0!
<b>NET OPERATIONS</b>		<b>(0)</b>	<b>3,107</b>	<b>2,108,469</b>	<b>-</b>	<b>1,743,575</b>	<b>364,894</b>	<b>21%</b>

PANORAMA RECREATION - STATEMENT OF OPERATIONS (9 MONTHS ENDED September 30, 2021)

	% of Budget Utilized	2021 BUDGET	2021 ESTIMATED	2021 Year to date	2020 BUDGET AMENDED	2020 Year to date	Actual difference 2021-2020	
							in Dollars	by %
<b>DIRECT OPERATING REVENUES</b>								
Admissions	81%	544,683	715,160	442,478	315,926	127,704	314,774	246%
Pass sales	#DIV/0!	-	-	95,218	360,189	327,489	-232,270	-71%
Partnerships /Employee Wellness Program	#DIV/0!	-	-	-	46,443	46,443	-46,443	-100%
Programs	85%	1,134,032	1,374,862	966,843	777,439	679,351	287,492	42%
Rentals	63%	809,050	840,427	506,043	472,506	394,261	111,782	28%
Other (fees, commissions)	33%	59,284	84,606	19,388	27,322	33,096	-13,708	-41%
<b>TOTAL DIRECT OPERATING REVENUES</b>	<b>80%</b>	<b>2,547,049</b>	<b>3,015,055</b>	<b>2,029,971</b>	<b>1,999,825</b>	<b>1,608,345</b>	<b>421,626</b>	<b>26%</b>
<b>DIRECT OPERATING EXPENSES</b>								
Instructional Services	68%	278,175	268,300	190,388	146,103	146,162	44,226	30%
Operating supplies	62%	88,590	100,051	54,573	68,266	43,926	10,647	24%
Repairs & Maintenance (pool, arena, racquet)	52%	210,753	210,753	110,597	167,117	128,246	-17,649	-14%
Travel & vehicle costs	70%	16,690	16,690	11,651	13,149	8,628	3,023	35%
Wages & Benefits	80%	1,564,095	2,046,332	1,257,598	1,445,941	998,864	258,734	26%
Other (Staff training, licences, fees, dues, memberships)	52%	27,270	27,340	14,160	19,610	15,421	-1,261	-8%
<b>TOTAL DIRECT OPERATING EXPENSES</b>	<b>75%</b>	<b>2,185,573</b>	<b>2,669,466</b>	<b>1,638,967</b>	<b>1,860,185</b>	<b>1,341,246</b>	<b>297,721</b>	<b>22%</b>
<b>CONTRIBUTION DIRECT OPERATIONS</b>	<b>108%</b>	<b>361,476</b>	<b>345,589</b>	<b>391,004</b>	<b>139,640</b>	<b>267,099</b>	<b>123,905</b>	<b>46%</b>
<b>INDIRECT EXPENSES- ADMIN., MAINTENANCE</b>								
Advertising	42%	23,400	23,400	9,733	35,000	22,529	-12,797	-57%
Capital	#DIV/0!	-	-	0	-	-	0	#DIV/0!
Contract for services & legal	43%	99,980	105,918	42,886	12,387	10,281	32,604	317%
CRD charges (IT, HR, payroll, finance)	77%	513,422	524,992	396,995	436,587	326,920	70,075	21%
Insurance	100%	42,760	42,760	42,760	41,980	41,980	780	2%
Leasehold Improvements	0%	40,000	40,000	-	40,000	40,000	-40,000	-100%
Licences, fees & dues	80%	119,776	122,776	96,134	88,682	71,667	24,467	34%
Rentals - Facilites and Equipment (CSCC & NSMS)	23%	77,443	77,443	18,015	86,495	(6,405)	24,420	-381%
Repairs & Maint. (general)	45%	99,024	99,024	44,860	66,658	56,830	-11,970	-21%
Supplies	62%	141,468	153,868	87,262	142,779	95,434	-8,171	-9%
Travel & vehicle costs	96%	23,785	27,255	22,912	22,846	20,092	2,820	14%
Utilities (hydro, sewer, water & phone)	47%	690,825	690,825	322,459	714,809	433,104	-110,644	-26%
Wages & Benefits	66%	2,511,050	2,588,808	1,654,969	2,381,643	1,680,865	-25,896	-2%
Other (meetings, printing costs, admin. staff training)	7%	58,210	39,610	3,939	31,743	17,361	-13,422	-77%
Contingency	0%	50,000	50,000	-	50,000	-	0	-
<b>TOTAL INDIRECT EXPENSES</b>	<b>61%</b>	<b>4,491,143</b>	<b>4,586,679</b>	<b>2,742,925</b>	<b>4,151,609</b>	<b>2,810,658</b>	<b>-67,734</b>	<b>-2%</b>
<b>INDIRECT REVENUES</b>								
Payments in lieu of taxes & Recovery	102%	159,359	159,359	161,891	160,875	160,875	1,016	1%
Donations & Sponsorships	#DIV/0!	-	111,880	56,163	16,088	249	55,913	22433%
Interest income	5%	9,160	9,160	487	9,160	2,624	-2,137	-81%
<b>TOTAL INDIRECT REVENUES</b>	<b>130%</b>	<b>168,519</b>	<b>280,399</b>	<b>218,541</b>	<b>186,123</b>	<b>163,748</b>	<b>54,793</b>	<b>33%</b>
<b>NET CONTRIBUTIONS (DEFICIT)</b>	<b>54%</b>	<b>(3,961,148)</b>	<b>(3,960,691)</b>	<b>(2,133,380)</b>	<b>(3,825,845)</b>	<b>(2,379,812)</b>	<b>246,432</b>	<b>-10%</b>
<b>TRANSFERS &amp; DEBT</b>								
Equipment Replacement Fund	75%	215,170	215,170	161,378	396,000	297,000	-135,622	-46%
Transfers to General Capital Fund	#DIV/0!	-	-	-	-	-	0	#DIV/0!
Transfer to Capital Reserve fund	100%	382,008	382,008	382,008	-	-	382,008	#DIV/0!
Transfer to Internal Reserve	0%	7,805	7,805	-	5,370	-	0	#DIV/0!
Debt-interest payments	50%	279,573	276,923	140,376	261,803	145,928	-5,552	-4%
Debt-Principal payments	84%	507,439	507,439	427,532	507,439	427,532	0	0%
MFA Debt Reserve interest	-	-	-	-	(2,610)	-	0	-
<b>TOTAL TRANSFERS &amp; DEBT</b>	<b>80%</b>	<b>1,391,995</b>	<b>1,389,345</b>	<b>1,111,294</b>	<b>1,168,002</b>	<b>870,460</b>	<b>240,834</b>	<b>28%</b>
<b>NET BEFORE REQUISITION &amp; PRIOR YEAR SURPLUS</b>	<b>61%</b>	<b>(5,353,143)</b>	<b>(5,350,036)</b>	<b>(3,244,674)</b>	<b>(4,993,847)</b>	<b>(3,250,272)</b>	<b>5,598</b>	<b>0%</b>
Requisition	100%	5,093,722	5,093,722	5,093,722	4,993,847	4,993,847	99,875	2%
Prior year's surplus	-	259,421	259,421	259,421	-	-	259,421	#DIV/0!
<b>NET OPERATIONS</b>		<b>(0)</b>	<b>3,107</b>	<b>2,108,469</b>	<b>-</b>	<b>1,743,575</b>	<b>364,894</b>	<b>21%</b>



Making a difference...together

**REPORT TO PENINSULA RECREATION COMMISSION  
MEETING OF THURSDAY, OCTOBER 28, 2021**

---

**SUBJECT    Maintenance Update**

**ISSUE SUMMARY**

To provide information on the Maintenance Department and current Capital Projects.

**Electric Ice Resurfacers**

The delivery date for the two new electric ice resurfacers has been delayed. The new anticipated delivery date is December 2021.

**24 Passenger Bus**

The new 24 passenger bus will be arriving in the next 2 weeks. The bus is currently in Vancouver getting final inspection and decaling prior to delivery.

**Tennis Insulation Project**

The tennis insulation project is complete. The project finished under budget and has been generally well received by the users.

**CONCLUSION**

The above repairs and improvements are part of the capital and long term preventative maintenance plan.

**RECOMMENDATION**

That the Peninsula Recreation Commission receive this report for information.

Submitted by:	Matt Curtis, Manager of Facilities & Operations, Panorama Recreation
Concurrence:	Lorraine Brewster, Senior Manager, Panorama Recreation