



**Minutes of a Meeting of the Peninsula Recreation Commission
Held Thursday, November 23, 2023, in the Panorama Boardroom
1885 Forest Park Drive, North Saanich BC**

Present:

Commissioners: R. Imrie (Chair), N. Paltiel (Vice-Chair), P. DiBattista, K. Frost, S. Garnett, P. Murray, R. Windsor, C. Rintoul (for C. McNeil-Smith)

Staff: L. Brewster, Senior Manager; K. Beck, Manager, Program Services; M. Curtis, Manager, Facilities and Operations; M. Medland, Senior Financial Advisor, Finance and Technology; D. Toso (Recorder)

Also present: Christine Culham, Chief Administrative Officer, District of Central Saanich

Regrets:

Commissioners: C. McNeil-Smith, P. Jones

Staff: A. Sharp, Manager, Administrative Services

The meeting was called to order at 6:00 pm.

1. Territorial Acknowledgement

Commissioner Murray provided a territorial acknowledgement.

2. Approval of Agenda

MOVED by Commissioner Garnett, **SECONDED** by Commissioner Murray,
That the agenda be approved.

CARRIED

3. Adoption of Minutes of October 26, 2023

MOVED by Commissioner Paltiel, **SECONDED** by Commissioner Murray,
That the minutes of the October 26, 2023 meeting be adopted.

CARRIED

4. Chair's Remarks:

Chair Imrie commented on the great opening of Greenglade playground yesterday, with a good turnout and comments by Vice-Chair Paltiel. The Chair remarked that he will no longer be on the commission next year but looks back on the last few years as interesting and very successful years.

5. Presentations/Delegations: There were none.

6. Commission Business

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6.1 Aquatic Programs and Services

M. Henderson presented the report.

P. DiBattista entered the meeting at 6:02 pm.

Discussion ensued regarding:

- No mechanism to prioritize peninsula residents, recreation is open to anyone in Victoria area. The majority of users are still peninsula residents.
- Aquatic staff are getting burned out; however, next year 14 staff will reach age 16 and qualify to train as assistant lifeguards. Martin and Paiden, assistant aquatics coordinator, have drummed up interest in entry level courses by visiting local high schools, but the training itself takes a lot of time (approximately 140 hours), including training as first responders to incidents and accidents at the facility.
- Staff hired as swim instructors or lifeguards will get the other course for free. Currently, we are not paying for their time but looking at training incentives in future budget.

There is no recommendation. The report is for information only.

M. Henderson left the meeting at 6:16 pm.

6.2 Sub-Regional Recreation Facility Needs Assessment

L. Brewster presented the report.

Discussion ensued regarding:

- The four Nations should be at the table at the beginning as part of the dialogue along with the three municipalities as opposed to being considered a user group. Important to think about the school district as well, opportunity for more Panorama programming.
- At a previous meeting, the commission was told we would not be increasing requisition for capital reserves in order to stay below the CRD Board mandate of 3.5%, now we're being asked to consider adding \$100,000 to the operating budget. The mandate is global across CRD as a whole and Peninsula Recreation's capital reserves are healthy. This increase is to consider the future of recreation on the peninsula and puts requisition at just over 4%, which is still within the overall framework of the mandate. If the service is expanded to provide recreation that formerly was provided by the municipalities, any future increase to requisition would be an offsetting shift from municipal budgets and not in line with historical increases.
- The amount budgeted may not be fully used; however, as the scope of work is developed, it might be that the best practice is to hire three different people to address specific needs as opposed to one consultant to do everything.

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- This is a significant undertaking – is staff concerned it will distract from near and mid-term actions identified in the current strategic plan? It's important but does it need to be done now? Panorama staff would be supported by the CAO's of the municipalities, and broader CRD staff. It's an important step in the community right now because, although we have challenges with staffing, community expectation for programs and services is growing. Delivering recreation services is our business and we do it well; however, we need to hear from the community and user groups in order to come back with a good plan to deliver streamlined services under one body.
- Doing the assessment may uncover for municipalities that sub-regional management is best.
- An annual report is coming to the commission in February and will include an update on the progress of the strategic plan.
- The next step would be to work with the CAOs to develop the scope of work for the consultant and come back with a staff report to the commission in the spring.

MOVED by Commissioner Paltiel, **SECONDED** by Commissioner Windsor,
The Peninsula Recreation Commission recommends to the Capital Regional District Board:
That the final 2024-2028 Panorama Recreation budget be adjusted by an additional \$100,000 to conduct a sub-regional recreation facility needs assessment for delivery of recreation services.

CARRIED

6.3 Centennial Park Multi-Sport Box – Verbal

M. Curtis reported that the lease agreement is nearing completion with some minor language changes and incorporating the Lions club space into the document. It should be ready for signatures within the next couple weeks.

The consultant hasn't heard an official date for the code change and does not believe it will happen for January 2024; however, we're still targeting the building permit application in 2023 and tendering for the structure early in 2024. Photos and renderings will likely be ready to share at the next update, but the general footprint will overtake the small access road between the caretaker's house and the current box and will preserve as much of the area of the parking lot on the south end as possible with minimal disturbance to trees.

There is no recommendation. The report is for information only.

6.4 Heat Recovery Project - Verbal

M. Curtis reported that preliminary design is complete, and the class b estimate falls within our approved budget. Higher GHG savings are anticipated. Next step is going into procurement for the detailed design, tendering and project oversight including system commissioning. Plan to award in early February. From a CRD grant stream, \$80,000 will be received for this project and we are anticipating substantial grants coming through BC Hydro and Fortis BC opportunities.

There is no recommendation. The report is for information only.

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6.5 December Commission Meeting - Verbal

Chair Imrie indicated that, in discussion with staff, it does not appear that there is any need to have a December meeting and since there was agreement around the table, the December meeting was cancelled at the call of the chair.

7. New Business: There was none.

8. Adjournment

MOVED by Commissioner Windsor, **SECONDED** by Commissioner Frost,
That the meeting be adjourned at 6:54 pm.

CARRIED

CHAIR

RECORDER