



PENINSULA RECREATION COMMISSION
Thursday, October 15, 2020 at 7:00 pm
Greenglade Community Centre, Room 6
2151 Lannon Way, Sidney, BC

AGENDA

1. Approval of Agenda
2. [Adoption of Minutes of September 17, 2020](#)
3. Chair's Remarks
4. Presentations/Delegations
5. Commission Business
 - a) [2019-2022 Recreation Service Planning Report](#)
 - b) [2021 Budget Review and Approval Process Report](#)
 - c) [2020 Third Quarter Financial Statement of Operations Report](#)
 - d) [Victoria Playmakers Association Facility Rental Fee Adjustment Request – Verbal Report](#)
6. New Business
7. Adjournment

Next Meeting - November 26, 2020



**Minutes of a Meeting of the Peninsula Recreation Commission
Held Thursday, September 17, 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. Newton (for N. Paltiel), G. Orr, C. Rintoul, R. Windsor
Staff: L. Brewster, Senior Manager; M. Alsdorf, Manager, Program Services; M. Curtis, Manager, Facilities and Operations; A. Sharp, Manager, Administrative Services; S. Asdal (recorder)

The meeting was called to order at 6:59 pm.

1. Approval of Agenda

MOVED by Commissioner McNeil-Smith, **SECONDED** by Commissioner Imrie,
That the agenda be approved.

CARRIED

2. Adoption of Minutes

MOVED by Commissioner Windsor, **SECONDED** by Commissioner McNeil-Smith,
That the minutes of the July 21, 2020 meeting be adopted.

CARRIED

3. Chair's Remarks

Chair Daly, on behalf of the Commission, remarked on the outstanding work of staff to provide excellent programming.

4. Presentations/Delegations

**a) Presentation: Paul Murray, Chief Administrative Officer, District of Central Saanich,
Re: Centennial Park Multi-Sport Box – Request for Letter of Support and Operating Partnership**

P. Murray provided information on the District of Central Saanich's application for provincial grant funding for the construction of a multi-use covered sport box at Centennial Park.

The Commission was requested to provide a letter of support for the project and to indicate if it is willing to discuss the potential for long term leasing and operation of the new facility. The Commission discussed the level of funding that the District could provide.

MOVED by Commissioner McNeil-Smith, **SECONDED** by Vice Chair Gartshore,
That the Commission provide a letter of support to the District of Central Saanich for the grant application.

CARRIED

P. Murray answered questions from the Committee on:

- types of activities that would be suitable in the sport box
- timeline for grant process
- types of use and scheduling of the current sport box
- maintenance responsibility of the current and future sport box

MOVED by Commissioner Orr, **SECONDED** by Commission Windsor,
That the Commission is willing to discuss the potential for long term leasing and/or operation
of the new facility as part of the 2021 strategic planning process.

CARRIED

5. Commission Business

a) Programs and Services Restart Update Report

M. Alsdorf provided an overview of the report. The Commission discussed the following topics:

- location and number of pickleball courts
- number of auxiliary staff that have returned
- reservation system for the aquatic facility
- registration numbers for out of school care

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

CARRIED

b) 2020 Second Quarter Financial Statement of Operations Report

A. Sharp provided an overview of the report.

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

CARRIED

c) Central Saanich Facilities Select Committee – Verbal Report

L. Brewster advised that Capital Regional District Legislative Services confirmed that the Commission appoints the chair and vice chair of the Central Saanich Facilities Select Committee from the actual members of the Committee and not from the Commission.

MOVED by Commissioner Windsor, **SECONDED** by Alternate Commissioner Newton,
That the chair of the Central Saanich Facilities Select Committee is Commissioner Paltiel.

CARRIED

MOVED by Commissioner McNeil-Smith, **SECONDED** by Commissioner Orr,
That the vice chair of the Central Saanich Facilities Select Committee is Commissioner Daly.

CARRIED

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

M. Alsdorf advised that the request was submitted prior to the onset of COVID-19 and this was the first Commission meeting it could be presented at. Due to COVID-19 restrictions, only four teams are now allowed to compete. It was noted that the rate of \$105 listed in the request is incorrect and should be \$171.

The Commission discussed the following topics:

- forecasted revenue for regular programs scheduled during the time of the tournament
- revenue from discounted ice rental rate verses non-discounted rate
- contacting the Association to confirm they still require the ice time given current COVID-19 restrictions

MOVED by Commissioner McNeil-Smith, **SECONDED** by Commissioner Imrie,
That the Victoria Playmakers Association facility rental fee adjustment request be considered at the October 15, 2020 Peninsula Recreation Commission meeting.

CARRIED

Commissioners Frost, Newton, Rintoul, Windsor **OPPOSED**

6. New Business: There was none.

7. Adjournment

MOVED by Commissioner Rintoul, **SECONDED** by Commissioner Windsor,
That the meeting be adjourned at 8:04 pm.

CARRIED

CHAIR

RECORDER

**REPORT TO PENINSULA RECREATION COMMISSION
MEETING OF THURSDAY, OCTOBER 15, 2020**

SUBJECT **2019-2022 Recreation Service Planning – Panorama Recreation**

ISSUE SUMMARY

To provide the Peninsula Recreation Commission with an overview of relevant initiatives undertaken by the Panorama Recreation division to deliver on approved Board Priorities and the Corporate Plan. Services and initiatives will be delivered in 2021 using core funding only.

BACKGROUND

The CRD Board completed its strategic planning early in 2019 and approved the CRD Board Strategic Priorities 2019-2022.

The four priorities are:

1. Community Wellbeing – Transportation & Housing;
2. Climate Action & Environmental Stewardship;
3. First Nations Reconciliation; and
4. Advocacy, Governance & Accountability.

The priorities were confirmed at the annual check-in on May 13, 2020.

The 2019-2022 CRD Corporate Plan is aligned to the Board direction. It highlights the initiatives the CRD needs to deliver over the Board's four-year term to address the region's most important needs. The Corporate Plan identified one initiative under Recreation, which falls under the Peninsula Recreation Commission's mandate.

Appendix A *Community Need Summary - Recreation 2021* is a summary of the planned activities for 2021. It contains details about core service levels, initiatives and performance metrics.

Appendix B *Recreation Panorama – Initiatives Progress Report* provides insights into what has been delivered through the delivery initiative approved last year, for delivery in 2020.

The Service Planning process gathered information necessary to assemble a provisional budget for Committee and Board review. The purpose of this report is to explain how the Panorama Recreation divisional program of work connects to the Board Priorities, Corporate Plan and provisional budget.

ALTERNATIVES

Alternative 1

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.

Alternative 2

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

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

IMPLICATIONS

Financial Implications

Initiatives identified in the Corporate Plan (including Board Priorities) cannot be undertaken without resourcing. The Board determines resourcing through its annual review and approval of financial plans. To support the Board's decision-making, staff, through the service planning process, provide recommendations on funding, timing and service levels.

During this year's service planning process, staff have been mindful of the fiscal challenges facing the region in the months ahead. To that end, any budget increase or other impacts have been mitigated as much as possible.

Staff have provided updates on restarting programs and services in Appendix A.

Service Delivery Implications

The Community Need Summary provides an overview of all work that needs to be undertaken in order to meet our regulatory requirements, satisfy Board direction and meet the needs of the communities we serve.

Alignment with Board & Corporate Priorities

Staff have not identified any new delivery initiatives for 2021 (Table 1).

CONCLUSION

Staff have been progressing initiatives and actions identified in the Corporate Plan, including Board Priorities. The Board determines resourcing through its annual review and approval of financial plans. As per previous years, to support the Board's decision-making, staff are providing recommendations on funding, timing and service levels through the service and financial planning processes.

RECOMMENDATION

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.

Submitted by:	Lorraine Brewster, Senior Manager, Panorama Recreation
Concurrence:	Larisa Hutcheson, P. Eng., General Manager, Parks & Environmental Services
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

ATTACHMENTS

Appendix A: Community Need 2021 Summary – Recreation

Appendix B: Recreation Panorama – Initiative Progress Report

Community Need

2021 Summary



Recreation

Strategy

Target Outcome

We envision residents having access to appropriate and affordable recreation opportunities

Strategic Context

Strategies

- [Panorama Recreation Strategic Plan](#)
- [SEAPARC Strategic Plan 2015](#)

Trends, risks and issues

- The COVID-19 pandemic continues to impact all Recreation Centres' service delivery and budgets in 2020. Restrictions were put in place by the Provincial Health Officer and the province to safeguard the health and safety of the public and workers. This led to a rebalancing of activities to favour operations in larger spaces and outdoor venues and, in some cases, the cancellation of some programs and services.
- Staffing capacity was also impacted, both in terms of budget and staff availability, creating additional challenges for service delivery.
- Aquatic recruitment and retention continue to challenge small pool operations as employment markets respond to economic uncertainty
- Recreation Centers continue to shift towards alternative spaces (e.g., outdoors) and online programs to continue to provide the services upon which many in the community depend.
- These new challenges have to be managed alongside the existing challenge of aging infrastructure.

Services

Core Services Levels	
Service	Levels
<p>Juan de Fuca (JdF) Community Parks & Recreation</p> <p>The JdF EA Parks & Recreation division acquires, develops and maintains community parks and provides community recreational programming in the electoral area. Oversight of the operations and maintenance needs of the Port Renfrew Community Centre.</p>	<p>Inspection, maintenance and repair of:</p> <ul style="list-style-type: none"> • 8.1km of trails • 23 park facilities • Two baseball fields and two tennis courts • Two playgrounds <p>Administration of:</p> <ul style="list-style-type: none"> • 4 stewardship programs and 65 volunteers • 6 recreation program contracts and events • Operating costs of Port Renfrew Community Centre through revenue
<p>Peninsula Recreation</p> <p>Provides recreational programming and maintains recreational facilities in North Saanich. Peninsula Recreation also operates a satellite location, Greenglade Community Centre. The Centre has become a valuable asset for the delivery of recreation programs and services.</p>	<p>For Panorama Recreation Centre, administration of the delivery of programs and services for:</p> <ul style="list-style-type: none"> • Two arenas • An indoor swimming pool and indoor leisure pool with the tallest, wheelchair-accessible, waterslide in the region • Four indoor tennis courts, two outdoor tennis courts and squash and racquetball courts • Weight room and fitness studio • Three small multi-purpose rooms <p>For Greenglade Community Centre, amenities include:</p> <ul style="list-style-type: none"> • Gymnasium • Activity rooms for program use • Pottery studio • Weight and fitness room, mind and body studio and dance studio • Teen lounge and sports fields
<p>Sooke and Electoral Area Parks and Recreation (SEAPARC)</p> <p>Provides recreational programming and maintains recreational facilities with a focus on the citizens of the</p>	<p>Administration of</p> <ul style="list-style-type: none"> • Ice arena/dry floor • Aquatic centre • Community recreation programs

Community Need



2021 Summary

District of Sooke and the Juan de Fuca Electoral Area.	<ul style="list-style-type: none"> • Facility and grounds maintenance • Program, multi-purpose and boardroom spaces • Slo-pitch field and baseball diamond • Bike park and skateboard park • Joint Use Agreement with School District 62 Community Events • Multi-use trail • DeMamiel Creek golf course • Fitness facility and programs
Support Services The core services listed rely on the support of several corporate and support divisions to effectively operate on a daily basis. These services are reported on in the Accountability Community Need Summary.	<ul style="list-style-type: none"> • Services include Human Resources & Corporate Safety, Corporate Communications, Asset Management, Financial Services, Information Technology & GIS, Information Services, Legislative Services, Facility Management, Fleet Management, Legal Services, Risk & Insurance and Real Estate Services.

Initiatives					
Ref	Initiative	Description	Year(s)	Status	2021 impacts
13a-1.1	Recreational Programming – SEAPARC Aquatic Team Leader	Reduce risk of service interruption by creating part-time Aquatic Team leader position	Ongoing	NEW Not started	0.5 ongoing

*New – Initiatives not in the 2019-2022 Corporate Plan

Initiative approved in prior years which have now been delivered or absorbed in Core Services:

- 13a-1.1 – Recreational Programming and Rates PANORAMA
- 13a-1.2 – Recreational Programming and Rates Regional Parks
- 13a-1.3 – Recreational Programming and Rates SEAPARC
- 13a-1.4 – Recreational Programming and Rates SGIA
- 13a-1.5 – Recreational Programming and Rates SSIA

Business Model

Funding

Who contributes

- JdF Community Parks & Recreation Service: JdF EA, Port Renfrew
- Peninsula Recreation Service: Sidney, Central Saanich and North Saanich
- SEAPARC Service: Sooke and JdF EA
- Salt Spring Island Administration: SSI EA
- Southern Gulf Islands Initiatives: SGI EA
- Support Services: varies per service

Funding Sources

- JdF Community Parks & Recreation Service: requisition, revenue, grants and donations
- Peninsula Recreation Service: Requisitions, grants, sponsorships, donations and non-tax revenue
- SEAPARC Service: 75% Sooke, JdF 25% (requisition, grants, sponsorships, donations, non-tax revenue)

Reporting Structure

- [Juan de Fuca Electoral Area Parks and Recreation Advisory Commission](#)
- [Peninsula Recreation Commission](#)
- [Sooke and Electoral Area Parks and Recreation Commission](#)

Community Need



2021 Summary

Community Need Key Performance Indicator (KPI)			
Definition and Source	2019 Actual	2020 Forecast	2021 Target
Peninsula Recreation			
Metric 1: Offer programs that meet community need Proportion of registered programs offered to the public that proceed, as minimum registration levels have been met. Calculated by programs that run divided by programs offered. Data from PerfectMind Activity Registration Summary.	77%	70%	65%
Metric 2: Maximize participation levels in drop-in recreation programs and services, given capacity and staffing limitations (A) Aquatics (B) Arena during ice season (C) Fitness classes (D) Weights (E) Sports Total annual visitors to drop-in reservable programs; data from PerfectMind Daily Attendance Report – Date Range.	(A) 153,538 (B) 10,099 (C) 26,097 (D) 147,531 (E) 5,893	(A) 43,800 (B) 3,875 (C) 13,515 (D) 58,612 (E) n/a	(A) 30,000 (B) 1,476 (C) 17,045 (D) 55,016 (E) n/a
Metric 3: Increase new program offerings and maximize revenue (F) Total new program offerings (identified as a program not offered in the prior year); data from program coordinators and PerfectMind Activity Registration report (G) Total registered programs revenue (gross revenue) generated by registration in programs; data from PerfectMind General Ledger (H) Admissions – revenue generated by single admission purchase; data from PerfectMind General Ledger (I) Admissions – revenue generated by punch pass purchases; data from PerfectMind General Ledger	(F) 74 (G) \$1,692M (H) \$345,756 (I) \$1,117,535	(F) 15 (G) \$792,000 (H) \$315,000 (I) \$360,000	(F) 15 (G) \$1,157M (H) \$544,683 (I) n/a

Community Need



2021 Summary

Community Need Key Performance Indicator (KPI)			
Definition and Source	2019 Actual	2020 Forecast	2021 Target
SEAPARC			
Metric 1: Deliver fitness programs and service that meet community need and recover operation investment. Target admissions or the revenue generated by single admission and punch pass purchases; data from PerfectMind General Ledger	\$30k	\$20k	\$60k
Metric 2: Manage 2020 user funding at approximately 20% User funding or tax investment (without debt)	30.5%	19.5%	20%
Metric 3: Increase Community Recreation program revenue by each year Total registered programs revenue (gross revenue) generated by registration in programs; data from PerfectMind General Ledger	\$443,855	\$126,566	\$176,000
Discussion			
<p>Link to Target Outcome</p> <p>The metrics below reflect attendance and overall success of programs and services which show that what is offered to the community meets their needs and is affordable.</p> <p>Discussion</p> <p>Peninsula Recreation</p> <ul style="list-style-type: none"> Metric 1: 77% of registered programs were successful in 2019. Staff are encouraged to be mindful of this metric when programming, as each program offered takes up facility space and advertising resources. This metric will likely decline over the next year, as staff are not as certain what the comfort level of the community is in returning to recreation programs and services with COVID-19 and margins to run programs are tighter. Metric 2: Metrics in all areas are anticipated to be reduced significantly due to COVID-19. Capacity of facilities is reduced at a given time, facility operating hours are limited and some community members may not feel comfortable attending at this time. Metric 3: In 2019, total of 518 registered programs and 43 drop-in services were offered. Staff will work to maintain registered programs and drop-in services, however modifications and reduced capacities due to COVID-19 will impact program revenue. As monthly and annual passes are not currently available 			

Community Need



2021 Summary

to the public, all per visit pass revenue and individual admission will be captured in the target admission revenue. While this appears to be higher than 2019 and 2020, it is now a combination of passes and admissions, so the overall result is less revenue due to COVID-19.

SEAPARC

- **Metric 1:** To deliver fitness programs and services that meet community need and recover operation investment. Modifications and reduced capacities due to COVID-19 will impact program revenue.
- **Metric 2:** To manage 2020 user funding to 20%. This metric will likely decline over the next year, as staff are not as certain what the comfort level of the community is in returning to recreation programs and services with COVID-19. Program margins will be tighter. Reduced hours of operation and facility and program capacity limits will impact all program and admission revenue. Monthly and annual passes are not currently available which will result in less revenue due to COVID-19.
- **Metric 3:** To manage Recreation core program revenue based on community demand with program adaptations as a result of COVID-19 impacts. Programs will be introduced in a phased approach to support a sustainable implementation.

Community Need



Initiative Progress Report

Recreation - Panorama

Initiatives approved in 2020 Budget		
Ref	Initiative	Progress to date
13a-1.1	Recreational Programming and Rates PANORAMA	Part of core services: This initiative was to work with the Commission to determine appropriate type of recreational programming and recovery rates to meet community needs. This work will be repeated annually through the Peninsula Recreation Commission's usual processes.

* New - Initiatives not in the 2019-2022 Corporate Plan

**REPORT TO PENINSULA RECREATION COMMISSION
MEETING OF THURSDAY, OCTOBER 15, 2020**

SUBJECT 2021 Budget Review and Approval Process – Panorama Recreation

ISSUE SUMMARY

This report presents Panorama Recreation's 2021-2025 budget for review and provisional approval.

BACKGROUND

Annually, the Capital Regional District (CRD) must develop a financial plan representing the operating and capital expenditure plans for the next five years. The financial plan is developed in alignment and is consistent with the legislative authority of the various CRD services which, upon approval, provides the expenditure authority for the operations of the CRD. Final budget approval is required no later than March 31 of each year.

A preliminary budget (the provisional financial plan) is developed well before the legislated deadline of March 31, to allow service participants and local rate payers to be able to make final recommendations on proposed service levels, revenue requirements and adjustments to fees and charges prior to consideration of final approval by the CRD Board.

Under Board direction, the Peninsula Recreation Commission is responsible for reviewing the service plan (under separate cover) and budget and recommending approval to the Board. Ultimately, the Board is responsible for approval of all of the service budgets.

2021 Planning Process

The 2021 planning process marks the first year of the five-year service planning cycle. The five-year planning cycle is designed to ensure alignment and implementation of Board strategic objectives during the election term. Following the completion of the corporate plan, staff commenced annual service planning. The service planning process identified resource implications to implement the corporate plan initiative (including Board Priorities), as well as proposed adjustments to service levels and other departmental initiatives. The service planning process gathered information necessary to assemble a provisional budget for the Peninsula Recreation Commission and Board review. The statutory five-year financial plan shows the projected revenues and expenditures and the planned contribution of operating revenue required to fund proposed capital projects, together with planned borrowing and anticipated grants.

2021 Financial Plan Approach

The service planning process is a means of aligning operational service requirements and recommendations to Board strategic priorities and the corporate plan. Service plans drive the financial planning process and provide necessary information to evaluate overall organizational requirements, new initiatives, proposed service levels and implications for the budget and financial plan.

On May 13, 2020, the Board approved the 2021 Service and Financial Planning Guidelines. The guidelines supported financial management strategies related to revenue, reserves and debt management. The guidelines also directed staff to prepare the upcoming 2021 service and financial plans and budget to reflect the current impact of the COVID-19 pandemic on recreation services, which required significant adjustments to program and service delivery as directed, while also incorporating core inflation impacts.

2021 Financial Plan Overview

The Financial Plan includes operating, capital and reserve funds. The operating budget identifies the revenues and expenditures of each service. Budgeted revenues are primarily derived from sale of services, fees and charges, requisition and grants. Expenditures are determined through the application of a variety of assumptions and agreements, some of which the Board considers directly, and others that are recommended locally by participants or local service commissions.

The COVID-19 pandemic has had a significant and negative impact on the Panorama Recreation budget. As well, other external pressures influence the budget, many of which are uncontrollable. Cost drivers such as inflation forecasts and interest rate changes have a direct and sometimes significant impact on the overall budget. Items such as wages and benefits, supplies, utilities such as electricity, natural gas and vehicles and equipment are subject to inflationary changes that influence the cost of service delivery. Panorama Recreation services quickly adapted to new safety protocols and provincial guidelines and WorkSafeBC requirements. Financial risks were mitigated by cost containment efforts by staff.

The impacts related to the pandemic are highlighted in the service plan and financial plan documentation. Overall, every effort has been made to mitigate financial risk while still meeting the Commission's mission and goals of making available a wide range of recreation services and maximizing participation under the current guidelines.

ALTERNATIVES

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

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

Alternative 2

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

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

IMPLICATIONS

Financial Implications

Budget Overview

The 2021 presentation includes an increase of \$181,374 or 3.60% over the 2020 amended budget. The budget includes the financial impact of the pandemic on programs and facility operations. Additionally, this also includes the inclusion of new debt for the energy recovery project.

Capital Budget

The 2021 capital budget includes the financial impact of the energy recovery project delayed from commencement in 2020 due to the COVID-19 pandemic.

The attached 2021 Panorama Recreation budget package in Appendix A, which includes operating and capital, is provided for preliminary approval.

CONCLUSION

The service and financial planning process are integral to providing ongoing service delivery. Panorama Recreation's service plan and budget are part of the overall planning cycle for the CRD. The attached 2021-2025 service plan and budget are ready for review by the Commission and approval by the CRD Board

RECOMMENDATION

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

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

Submitted by:	Lorraine Brewster, Senior Manager, Panorama Recreation
Concurrence:	Larisa Hutcheson, P. Eng., General Manager, Parks & Environmental Services
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

ATTACHMENT

Appendix A: 2021 Panorama Recreation Budget

CAPITAL REGIONAL DISTRICT

2021 BUDGET

Panorama Recreation

COMMITTEE OF THE WHOLE

OCTOBER 2020

Service: 1.44X Panorama Recreation

Commission: Peninsula Recreation

DEFINITION:

To operate an ice arena, swimming pool and recreation and community use service for the Municipalities of Sidney, North Saanich and Central Saanich combined as Saanich Peninsula Recreation Service (Bylaw No. 3008 - October 9, 2002).

SERVICE DESCRIPTION:

This is a service for the provision of community recreation opportunities for Central Saanich, North Saanich, and Sidney through the operation, maintenance, and programming of: Panorama Recreation Centre (2 hockey arenas, 2 pools, 6 tennis courts, 2 squash courts, fitness rooms, weight room, multi-purpose rooms), Greenglade Community Centre in Sidney, Central Saanich Community and Cultural Centre and North Saanich Middle School.

PARTICIPATION:

50% by population and 50% on hospital assessments. North Saanich and Sidney.
Central Saanich added as a participant in 1996, Bylaw No. 2363.

MAXIMUM LEVY:

The greater of \$11,220,000 or \$1.134 / \$1,000 on net taxable value of land and improvements.

CAPITAL DEBT:

Bylaw No. 3388 - \$8,998,000 (for construction of Second Pool, \$8,998,000 issued).
Bylaw No. 4116 - \$1,080,000 (for replacement of Arena Floor, \$1,080,000 issued).

COMMISSION:

Peninsula Recreation Commission
Established by Bylaw # 2397 (May 1996), amended by Bylaw # 2480 (1997), Bylaw # 2759 (2000) and Bylaw # 3142 (2004).
Originally established in 1976 (Bylaw # 314).

FUNDING:

Service: 1.44X Panorama Recreation

Commission: Peninsula Recreation

<u>Participants</u>	<u>Converted Assessment</u>	<u>Census Population</u>	<u>%</u>	<u>Actual Assessment</u>
<u>2016</u>		2011 Census		
Central Saanich	452,059,640	15,936	39.35%	3,712,345,404
North Saanich	416,465,358	11,089	31.55%	3,765,978,126
Sidney	353,898,542	11,178	29.11%	2,864,797,656
TOTAL 2016	1,222,423,540	38,203	100.00%	10,343,121,186
<u>2017</u>		2016 Census		
Central Saanich	513,275,231	16,814	39.42%	4,280,858,520
North Saanich	490,428,238	11,249	31.60%	4,488,740,615
Sidney	401,865,172	11,672	28.98%	3,315,203,726
TOTAL 2017	1,405,568,641	39,735	100.00%	12,084,802,861
<u>2018</u>		2016 Census		
Central Saanich	585,416,808	16,814	39.12%	4,919,870,905
North Saanich	571,557,103	11,249	31.69%	5,189,160,212
Sidney	472,356,552	11,672	29.18%	3,950,613,739
TOTAL 2018	1,629,330,463	39,735	100.00%	14,059,644,856
<u>2019</u>		2016 Census		
Central Saanich	632,044,321	16,814	38.97%	5,303,510,888
North Saanich	611,260,076	11,249	31.38%	5,506,158,117
Sidney	530,718,725	11,672	29.65%	4,468,134,589
TOTAL 2018	1,774,023,122	39,735	100.00%	15,277,803,594
<u>2020</u>		2016 Census		
Central Saanich	657,985,149	16,814	39.26%	5,446,784,895
North Saanich	615,251,368	11,249	31.08%	5,493,557,267
Sidney	543,992,242	11,672	29.65%	4,544,259,546
TOTAL 2018	1,817,228,759	39,735	100.00%	15,484,601,708

Change in Budget 2020 to 2021

Service: 1.44X Panorama Rec Center

Total Expenditure**Comments****2020 Budget****7,182,406****Change in Salaries:**

Base salary change	67,189
Salaried positions left vacant in 2020	178,835
Step Increase/paygrade change	1,537

Inclusive of collective agreement changes
Positions returning in 2021

Total Change in Salaries	247,561
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Other Changes:

Instructional services	132,072
Internal allocations	77,205
Repair and maintenance	65,764
Other operating costs	61,137
Strategic planning	51,000
Operating supplies	41,957
Contracted services	36,879
Transfer to capital reserve and ERF	24,772
Utilities	(25,598)
Total Other Changes	465,188

Partial return of contract instructors, following 2020 closure period

Partial return of service programming, following 2020 closure period
Partial return of service programming, following 2020 closure period
Quadrennial service planning
Partial return of service programming, following 2020 closure period

Energy cost saving compared to 2020 related to the DES

2021 Budget**7,895,155****Overall 2020 Budget Performance**

(expected variance to budget and surplus treatment)

The 2020 budget as amended for the effect of COVID-19, the 2021 budget continues to be based on the limited service levels that can be provided given the health and safety conditions existing during the pandemic.

PANORAMA RECREATION
OPERATING COSTS:

Salaries and Wages
Utilities
Recreation Programs and Special Events
Operating Supplies & Promotion
Maintenance and Repairs
Internal Allocations
Licences/Surveys/Legal/Meeting
Advertising/Printing/Brouchures/Signs
Telephone/IT & Network Systems
Vehicles and Travel
Insurance
Contingency

TOTAL OPERATING COSTS

Percentage increase over prior year

CAPITAL / RESERVE

Transfer to Operating Reserve Fund
Transfer to Capital Reserve Fund
Transfer to Equipment Replacement Fund
Capital & Equipment Purchases

TOTAL CAPITAL / RESERVES

Percentage increase over prior year

DEBT CHARGES
TOTAL COSTS

Percentage increase over prior year

Internal Recoveries

Recoveries - Other

OPERATING LESS RECOVERIES
FUNDING SOURCES (REVENUE)

Estimated balance C/F from current to Next year

Balance C/F from Prior to Current year

Fee Income
Rental Income
Sponsorships
Transfer from Operating Reserve Fund
Payments - In Lieu of Taxes
Grants - Other

TOTAL REVENUE

Percentage increase over prior year

REQUISITION

Percentage increase over prior year

PARTICIPANTS: North Saanich, Sidney, Central Saanich

AUTHORIZED POSITIONS:

Salaried
Converted Auxiliaries

BUDGET REQUEST

2021 CORE BUDGET
2021 ONGOING
2021 ONE-TIME
2021 TOTAL

FUTURE PROJECTIONS

2022 TOTAL
2023 TOTAL
2024 TOTAL
2025 TOTAL

4,075,145
629,978
342,554
267,777
387,696
513,422
170,459
35,285
54,779
68,889
42,760
50,000

6,638,744

10.2%

7,805
205,602
215,170
-
428,577

6.8%

776,834
7,844,155

9.2%

-

7,844,155

-
-
(1,520,819)
(478,406)
(12,459)
-
(160,875)
(16,000)
(2,668,934)

21.9%

(5,175,221)

3.6%

34.85
0.50

4,136,920
645,103
349,405
273,133
396,150
559,854
173,868
35,991
55,875
70,266
43,615
50,000

6,790,179

1.5%

7,961
205,602
396,000
-
609,563

42.2%

926,877
8,326,619

5.5%

-

8,326,619

-
-
(1,722,933)
(822,219)
(12,805)
-
(160,875)
-
(2,718,832)

0.0%

(5,607,787)

8.4%

34.85
0.50

2023 TOTAL
2024 TOTAL
2025 TOTAL

4,224,356
660,599
356,393
278,597
403,273
571,051
177,347
36,709
56,992
71,674
44,488
50,000

6,931,478

2.1%

8,120
411,204
396,000
-
815,324

33.8%

857,977
8,604,779

3.3%

-

8,604,779

-
-
(1,792,541)
(838,251)
(13,004)
-
(160,875)
-
(2,769,517)

1.9%

(5,835,262)

4.1%

34.85
0.50

2024 TOTAL
2025 TOTAL

4,313,633
676,473
363,521
284,165
410,507
582,471
180,893
37,445
58,132
73,105
45,377
50,000

7,075,722

2.1%

8,283
890,831
396,000
-
1,295,114

58.8%

378,350
8,749,185

1.7%

-

8,749,185

-
-
(1,828,390)
(871,283)
(13,414)
-
(160,875)
-
(2,821,227)

1.9%

(5,927,958)

1.6%

34.85
0.50

2025 TOTAL

4,404,794
692,738
370,792
289,850
417,888
594,121
184,512
38,194
59,294
74,569
46,285
50,000

7,223,036

2.1%

8,448
890,831
396,000
-
1,295,279

0.0%

241,001
8,759,316

0.1%

-

8,759,316

-
-
(1,828,390)
(871,283)
(13,414)
-
(160,875)
-
(2,873,962)

1.9%

(5,885,354)

-0.7%

34.85
0.50

*Amended Budget Bylaw #4366 (approved September 9, 2020) - Board Budget reflects the 2020 closure of the centre from mid March to June, and the reduced service levels as a result of COVID-19.

PANORAMA RECREATION			BUDGET REQUEST				FUTURE PROJECTIONS			
	2020 BOARD BUDGET*	2020 ESTIMATED ACTUAL	2021 CORE	2021 ONGOING	2021 ONE-TIME	2021 TOTAL	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL
<u>OPERATING COSTS</u>										
Arena	1,503,721	1,503,721	1,635,584	-	-	1,635,584	1,677,864	1,713,372	1,749,636	1,799,353
Pool	1,747,616	1,747,616	1,899,673	-	-	1,899,673	1,945,664	1,986,665	2,028,534	2,083,972
Recreation - Community Recreation	2,643,897	2,643,896	3,032,884	-	-	3,032,884	3,095,650	3,160,019	3,225,716	3,305,490
Administration	84,958	84,959	28,408	-	51,000	79,408	28,963	29,542	30,119	(7,331)
Contingency	50,000	50,000	50,000	-	-	50,000	50,000	50,000	50,000	50,000
	6,030,192	6,030,192	6,646,549	-	51,000	6,697,549	6,798,140	6,939,598	7,084,004	7,231,484
Percentage increase over prior year			10.2%			11.1%				
<u>CAPITAL / RESERVE</u>										
Arena	132,000	132,000	174,524	-	-	174,524	234,801	337,602	337,602	337,602
Pool	132,000	132,000	174,525	-	-	174,525	234,801	337,602	817,229	817,229
Community Recreation	132,000	132,000	71,723	-	-	71,723	132,000	132,000	132,000	132,000
	396,000	396,000	420,772	-	-	420,772	601,602	807,204	1,286,831	1,286,831
<u>DEBT CHARGES</u>										
Arena	73,188	73,188	90,958	-	-	90,958	241,001	241,001	241,001	241,001
Pool	683,026	683,026	685,876	-	-	685,876	685,876	616,976	137,349	-
	756,214	756,214	776,834	-		776,834	926,877	857,977	378,350	241,001
TOTAL OPERATING, CAPITAL AND DEBT COSTS	7,182,406	7,182,406	7,844,155	-	51,000	7,895,155	8,326,619	8,604,779	8,749,185	8,759,316
<u>FUNDING SOURCES (REVENUE)</u>						9.92%				
Arena	(438,233)	(438,236)	(611,608)	-	-	(611,608)	(623,842)	(636,315)	(649,045)	(662,024)
Pool	(305,897)	(305,897)	(333,882)	-	-	(333,882)	(340,503)	(347,256)	(354,144)	(361,169)
Community Recreation	(1,182,592)	(1,182,592)	(1,534,169)	-	-	(1,534,169)	(1,564,644)	(1,595,524)	(1,627,025)	(1,659,153)
Administration	(84,962)	(84,959)	(28,400)	-	(51,000)	(79,400)	(28,968)	(29,547)	(30,138)	(30,741)
TOTAL REVENUE	(2,011,684)	(2,011,684)	(2,508,059)	-		(2,559,059)	(2,557,957)	(2,608,642)	(2,660,352)	(2,713,087)
Estimated balance C/F current to Next year	-	-	-	-	-	-	-	-	-	-
Balance C/F from Prior to Current year	-	-	-	-	-	-	-	-	-	-
Grants in lieu of Taxes	(160,875)	(160,875)	(160,875)	-	-	(160,875)	(160,875)	(160,875)	(160,875)	(160,875)
Grants - Other	(16,000)	(16,000)	-	-	-	-	-	-	-	-
REQUISITION	(4,993,847)	(4,993,847)	(5,175,221)	-	(51,000)	(5,175,221)	(5,607,787)	(5,835,262)	(5,927,958)	(5,885,354)
Percentage increase			3.6%			3.6%	8.4%	4.1%	1.6%	-0.7%
AUTHORIZED POSITIONS: Salaried	34.85	34.85	34.85	0.00	0.00	34.85	34.85	34.85	34.85	34.85
Converted Auxillaries	0.50	0.50	0.50	0.00	0.00	0.50	0.50	0.50	0.50	0.50
User Funding %	28.01%		31.97%			32.41%	30.72%	30.32%	30.41%	30.97%
User Funding excluding debt%	31.30%		35.49%			35.95%	34.57%	33.67%	31.78%	31.85%

* Amended Budget Bylaw #4366 (approved September 9, 2020) - Board Budget reflects the 2020 closing of the year from mid March to June, and the reduced service levels as a result of COVID-19.

1.44X Panorama

2021

<u>Continuous Supplementary Items:</u>	\$0	<u>One-Time Single Supplementary Items:</u>	\$0
		Strategic Planning - contract for services	\$51,000
		Strategic Planning revenue from operating reserves	(\$51,000)
SUPPLEMENTARY TOTAL			

2022

<u>Continuous Supplementary Items:</u>	\$0	<u>One-Time Single Supplementary Items:</u>	\$0
SUPPLEMENTARY TOTAL			

2023

<u>Continuous Supplementary Items:</u>	\$0	<u>One-Time Single Supplementary Items:</u>	\$0
SUPPLEMENTARY TOTAL			

2024

<u>Continuous Supplementary Items:</u>	\$0	<u>One-Time Single Supplementary Items:</u>	\$0
SUPPLEMENTARY TOTAL			

2025

<u>Continuous Supplementary Items:</u>	\$0	<u>One-Time Single Supplementary Items:</u>	\$0
SUPPLEMENTARY TOTAL			

PANORAMA RECREATION - ADMINISTRATION			BUDGET REQUEST				FUTURE PROJECTIONS			
	2020 BOARD BUDGET*	2020 ESTIMATED ACTUAL	2021 CORE	2021 ONGOING	2021 ONE-TIME	2021 TOTAL	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL
<u>ADMINISTRATION COSTS</u>										
Salaries and Wages	353,252	353,252	404,457	-	-	404,457	405,381	414,119	423,045	432,162
Other Internal Allocations	425,190	425,190	502,394	-	-	502,394	548,605	559,577	570,768	582,184
Operating - Other	96,748	96,749	123,914	-	-	123,914	126,392	128,920	131,499	134,128
Telephone Rent & Installation	35,776	35,776	37,827	-	-	37,827	38,584	39,355	40,142	40,945
Operating - Supplies	21,428	21,428	21,557	-	-	21,557	21,988	22,428	22,876	23,334
Contract for Services & fees for service	66,055	66,055	98,462	-	51,000	149,462	100,431	102,440	104,489	106,579
Insurance	41,980	41,980	42,760	-	-	42,760	43,615	44,488	45,377	46,285
Allocation - System Services	11,397	11,397	11,028	-	-	11,028	11,249	11,474	11,703	11,937
Transfer to Operating Reserve Fund	5,370	5,370	7,805	-	-	7,805	7,961	8,120	8,283	8,448
TOTAL ADMINISTRATION COSTS	1,057,196	1,057,197	1,250,204	-	51,000	1,301,204	1,304,206	1,330,921	1,358,183	1,386,002
<u>MAINTENANCE COSTS</u>										
Salaries and Wages	1,479,759	1,479,759	1,564,050	-	-	1,564,050	1,598,154	1,631,990	1,666,541	1,701,821
Maintenance	71,283	71,283	105,904	-	-	105,904	108,022	110,182	112,386	114,634
Operating - Other	50,418	50,418	65,940	-	-	65,940	67,259	68,603	69,976	71,376
Utility	581,776	581,776	553,226	-	-	553,226	566,286	579,661	593,357	607,386
Operating - Supplies	85,471	85,471	87,412	-	-	87,412	89,161	90,944	92,762	94,617
Travel and Vehicles	21,796	21,796	22,276	-	-	22,276	22,722	23,176	23,639	24,112
TOTAL MAINTENANCE COSTS	2,290,503	2,290,503	2,398,808	-	-	2,398,808	2,451,604	2,504,556	2,558,661	2,613,946
<u>PROGRAM ADMINISTRATION COSTS</u>										
Salaries and Wages	548,632	548,632	542,543	-	-	542,543	553,623	565,524	577,680	590,099
Operating - Other	42,050	42,050	49,474	-	-	49,474	50,463	51,473	52,502	53,552
Operating - Supplies	9,825	9,825	5,499	-	-	5,499	5,609	5,721	5,836	5,952
Staff Training	1,000	1,000	2,400	-	-	2,400	2,448	2,497	2,547	2,598
TOTAL PROGRAM COSTS	601,507	601,507	599,916	-	-	599,916	612,143	625,215	638,565	652,201
TOTAL COSTS	3,949,206	3,949,207	4,248,928	-	51,000	4,299,928	4,367,953	4,460,692	4,555,409	4,652,149
Transfers to Capital						-				
TOTAL COSTS	3,949,206	3,949,207	4,248,928	-	51,000	4,299,928	4,367,953	4,460,692	4,555,409	4,652,149
<u>RECOVERED FROM ARENA, POOL, PARKS, RECREATION AND MULTI-PURPOSE ROOM</u>										
Internal Recovery - Administration	(972,238)	(972,238)	(1,221,810)	-	-	(1,221,810)	(1,275,240)	(1,301,370)	(1,328,040)	(1,355,250)
Internal Recovery - Maintenance	(2,290,503)	(2,290,503)	(2,398,800)	-	-	(2,398,800)	(2,451,600)	(2,504,550)	(2,558,670)	(2,613,960)
Internal Recovery - Programs Administration	(601,507)	(601,507)	(599,910)	-	-	(599,910)	(612,150)	(625,230)	(638,580)	(690,270)
OPERATING COSTS LESS INTERNAL RECOVERIES	84,958	84,959	28,408	-	51,000	79,408	28,963	29,542	30,119	(7,331)
<u>FUNDING SOURCES (REVENUE)</u>										
Other Income	(84,962)	(84,959)	(28,400)	-	(51,000)	(79,400)	(28,968)	(29,547)	(30,138)	(30,741)
TOTAL REVENUE	(84,962)	(84,959)	(28,400)	-	(51,000)	(79,400)	(28,968)	(29,547)	(30,138)	(30,741)
REQUISITION	4	-	(8)	-	-	(8)	5	5	20	38,072
PARTICIPANTS: Municipalities of North Saanich, Central Saanich and Sidney										
AUTHORIZED POSITIONS: Salaried	24.85	24.85	24.85	0.00	0.00	24.85	24.85	24.85	24.85	24.85
Converted	0.50	0.50	0.50	0.00	0.00	0.50	0.50	0.50	0.50	0.50

*Amended Budget Bylaw #4366 (approved September 9, 2020) - Board Budget reflects the 2020 closure of the centre from mid March to June, and the reduced service levels as a result of COVID-19.

PANORAMA RECREATION - ICE ARENA			BUDGET REQUEST				FUTURE PROJECTIONS			
	2020 BOARD BUDGET*	2020 ESTIMATED ACTUAL	2021 CORE	2021 ONGOING	2021 ONE-TIME	2021 TOTAL	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL
<u>OPERATING COSTS</u>										
Salaries and Wages	136,594	136,594	115,741	-	-	115,741	116,271	118,753	121,287	123,874
Internal Allocations - Administration	324,078	324,078	407,270	-	-	407,270	425,080	433,790	442,680	451,750
Internal Allocations - Maintenance	763,500	763,500	799,600	-	-	799,600	817,200	834,850	852,890	871,320
Internal Allocations - Program Administration	200,500	200,500	199,970	-	-	199,970	204,050	208,410	212,860	230,090
Operating - Supplies	14,500	14,500	36,078	-	-	36,078	36,800	37,535	38,286	39,052
Maintenance	36,593	36,593	46,156	-	-	46,156	47,079	48,021	48,981	49,961
Instructional Services and Travel	27,956	27,956	30,769	-	-	30,769	31,384	32,013	32,652	33,306
Contingency						-				
TOTAL OPERATING COSTS	1,503,721	1,503,721	1,635,584	-	-	1,635,584	1,677,864	1,713,372	1,749,636	1,799,353
Percentage Increase		0.0%	8.8%			8.8%	2.6%	2.1%	2.1%	2.8%
<u>CAPITAL / RESERVE</u>										
Capital & Equipment Purchases	-	-	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	132,000	132,000	71,723	-	-	71,723	132,000	132,000	132,000	132,000
Transfer to Reserve Fund	-	-	102,801	-	-	102,801	102,801	205,602	205,602	205,602
TOTAL CAPITAL / RESERVES	132,000	132,000	174,524	-	-	174,524	234,801	337,602	337,602	337,602
DEBT CHARGES	73,188	73,188	90,958	-	-	90,958	241,001	241,001	241,001	241,001
TOTAL COSTS	1,708,909	1,708,909	1,901,066	-	-	1,901,066	2,153,666	2,291,975	2,328,239	2,377,956
<u>FUNDING SOURCES (REVENUE)</u>										
Revenue - Fees	(438,233)	(438,236)	(611,608)	-	-	(611,608)	(623,842)	(636,315)	(649,045)	(662,024)
TOTAL REVENUE	(438,233)	(438,236)	(611,608)	-	-	(611,608)	(623,842)	(636,315)	(649,045)	(662,024)
REQUISITION	(1,270,676)	(1,270,673)	(1,289,458)	-	-	(1,289,458)	(1,529,824)	(1,655,660)	(1,679,194)	(1,715,932)
Percentage Increase		0.0%	1.5%			1.5%	18.6%	8.2%	1.4%	2.2%
PARTICIPANTS: Municipalities of North Saanich, Central Saanich and Sidney										
AUTHORIZED POSITIONS: Salaried	1.00	1.00	1.00	0.00	0.00	1.00	1.00	1.00	1.00	1.00
User Funding %	25.64%		32.17%			32.17%	28.97%	27.76%	27.88%	27.84%
User Funding excluding debt%	26.79%		33.79%			33.79%	32.62%	31.03%	31.10%	30.98%

*Amended Budget Bylaw #4366 (approved September 9, 2020) - Board Budget reflects the 2020 closure of the centre from mid March to June, and the reduced service levels as a result of COVID-19.

PANORAMA RECREATION - SWIMMING POOL			BUDGET REQUEST				FUTURE PROJECTIONS			
	2020 BOARD BUDGET*	2020 ESTIMATED ACTUAL	2021 CORE	2021 ONGOING	2021 ONE-TIME	2021 TOTAL	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL
<u>OPERATING COSTS</u>										
Salaries and Wages	361,441	361,441	354,742	-	-	354,742	358,481	365,944	373,561	381,337
Internal Allocations - Administration	324,080	324,080	407,270	-	-	407,270	425,080	433,790	442,680	451,750
Internal Allocations - Maintenance	763,503	763,503	799,600	-	-	799,600	817,200	834,850	852,890	871,320
Internal Allocations - Program Administration	200,500	200,500	199,970	-	-	199,970	204,050	208,410	212,860	230,090
Maintenance	45,800	45,800	65,990	-	-	65,990	67,310	68,656	70,029	71,430
Operating - Supplies	46,393	46,393	62,700	-	-	62,700	63,954	65,233	66,537	67,869
Instructional Services	5,899	5,899	9,401	-	-	9,401	9,589	9,782	9,977	10,176
Contingency						-				
TOTAL OPERATING COSTS	1,747,616	1,747,616	1,899,673	-	-	1,899,673	1,945,664	1,986,665	2,028,534	2,083,972
Percentage Increase		0.0%	8.7%			8.7%	2.4%	2.1%	2.1%	2.7%
<u>CAPITAL / RESERVE</u>										
Capital & Equipment Purchases	-	-	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	132,000	132,000	71,724	-	-	71,724	132,000	132,000	132,000	132,000
Transfer to Reserve Fund	-	-	102,801	-	-	102,801	102,801	205,602	685,229	685,229
TOTAL CAPITAL / RESERVES	132,000	132,000	174,525	-	-	174,525	234,801	337,602	817,229	817,229
DEBT CHARGES	683,026	683,026	685,876	-	-	685,876	685,876	616,976	137,349	-
TOTAL COSTS	2,562,642	2,562,642	2,760,074	-	-	2,760,074	2,866,341	2,941,243	2,983,112	2,901,201
<u>FUNDING SOURCES (REVENUE)</u>										
Revenue - Fees	(305,897)	(305,897)	(333,882)	-	-	(333,882)	(340,503)	(347,256)	(354,144)	(361,169)
TOTAL REVENUE	(305,897)	(305,897)	(333,882)	-	-	(333,882)	(340,503)	(347,256)	(354,144)	(361,169)
REQUISITION	(2,256,745)	(2,256,745)	(2,426,192)	-	-	(2,426,192)	(2,525,838)	(2,593,987)	(2,628,968)	(2,540,032)
Percentage Increase		0.0%	7.5%			7.5%	4.1%	2.7%	1.3%	-3.4%
PARTICIPANTS: Municipalities of North Saanich, Central Saanich and Sidney										
AUTHORIZED POSITIONS: Salaried	2.00	2.00	2.00	0.00	0.00	2.00	2.00	2.00	2.00	2.00
User Funding %	11.94%		12.10%			12.10%	11.88%	11.81%	11.87%	12.45%
User Funding excluding debt%	16.27%		16.10%			16.10%	15.62%	14.94%	12.44%	12.45%

*Amended Budget Bylaw #4366 (approved September 9, 2020) - Board Budget reflects the 2020 closure of the centre from mid March to June, and the reduced service levels as a result of COVID-19.

PANORAMA RECREATION - COMMUNITY COMMUNITY RECREATION			BUDGET REQUEST				FUTURE PROJECTIONS			
	2020 BOARD BUDGET*	2020 ESTIMATED ACTUAL	2021 CORE	2021 ONGOING	2021 ONE-TIME	2021 TOTAL	2022 TOTAL	2023 TOTAL	2024 TOTAL	2025 TOTAL
COMMUNITY RECREATION COSTS										
Salaries and Wages	947,906	947,906	1,093,612	-	-	1,093,612	1,105,010	1,128,026	1,151,519	1,175,501
Internal Allocations - Administration	324,080	324,080	407,270	-	-	407,270	425,080	433,790	442,680	451,750
Internal Allocations - Maintenance	763,500	763,500	799,600	-	-	799,600	817,200	834,850	852,890	871,320
Internal Allocations - Program Administration	200,507	200,507	199,970	-	-	199,970	204,050	208,410	212,860	230,090
Instructional Service	185,463	185,462	325,953	-	-	325,953	333,972	340,652	347,433	354,354
Operating - Supplies	125,441	125,441	121,183	-	-	121,183	124,136	127,165	130,266	133,446
Leasehold Improvements	97,000	97,000	85,296	-	-	85,296	86,202	87,126	88,068	89,029
TOTAL COMMUNITY RECREATION COSTS	2,643,897	2,643,896	3,032,884	-	-	3,032,884	3,095,650	3,160,019	3,225,716	3,305,490
Percentage Increase		0.0%	14.7%			14.7%	2.1%	2.1%	2.1%	2.5%
CAPITAL / RESERVE										
Capital & Equipment Purchases	-	-	-	-	-	-	-	-	-	-
Transfer to Equipment Replacement Fund	132,000	132,000	71,723	-	-	71,723	132,000	132,000	132,000	132,000
Transfer to Reserve Fund	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL / RESERVES	132,000	132,000	71,723	-	-	71,723	132,000	132,000	132,000	132,000
TOTAL COSTS	2,775,897	2,775,896	3,104,607	-	-	3,104,607	3,227,650	3,292,019	3,357,716	3,437,490
FUNDING SOURCES (REVENUE)										
Revenue - Community Recreation	(1,182,592)	(1,182,592)	(1,534,169)	-	-	(1,534,169)	(1,564,644)	(1,595,524)	(1,627,025)	(1,659,153)
Grants - Other	(16,000)	(16,000)	-	-	-	-	-	-	-	-
TOTAL REVENUE	(1,198,592)	(1,198,592)	(1,534,169)	-	-	(1,534,169)	(1,564,644)	(1,595,524)	(1,627,025)	(1,659,153)
REQUISITION	(1,577,305)	(1,577,304)	(1,570,438)	-	-	(1,570,438)	(1,663,006)	(1,696,495)	(1,730,691)	(1,778,337)
Percentage Increase		0.0%	-0.4%			-0.4%	5.9%	2.0%	2.0%	2.8%
PARTICIPANTS: Municipalities of North Saanich, Central Saanich and Sidney										
AUTHORIZED POSITIONS: Salaried	7.00	7.00	7.00	0.00	0.00	7.00	7.00	7.00	7.00	7.00
User Funding %	42.60%		49.42%			49.42%	48.48%	48.47%	48.46%	48.27%

*Amended Budget Bylaw #4366 (approved September 9, 2020) - Board Budget reflects the 2020 closure of the centre from mid March to June, and the reduced service levels as a result of COVID-19.

CAPITAL REGIONAL DISTRICT
FIVE YEAR CAPITAL EXPENDITURE PLAN SUMMARY - 2021 to 2025

Service No.	1.44x Panorama Recreation	Carry Forward from 2020	2021	2022	2023	2024	2025	TOTAL
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EXPENDITURE

Buildings	B	\$567,179	\$3,669,179	\$190,000	\$70,000	\$136,000	\$250,000	\$4,315,179
Equipment	E	\$0	\$499,600	\$286,150	\$180,500	\$524,525	\$613,069	\$2,103,844
Land	L	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Engineered Structures	S	\$0	\$80,000	\$103,600	\$0	\$0	\$0	\$183,600
Vehicles	V	\$0	\$468,000	\$0	\$26,000	\$0	\$0	\$494,000
		\$567,179	\$4,716,779	\$579,750	\$276,500	\$660,525	\$863,069	\$7,096,623

SOURCE OF FUNDS

Capital Funds on Hand	Cap	\$567,179	\$487,179	\$80,000	\$0	\$0	\$0	\$567,179
Debenture Debt (New Debt Only)	Debt	\$0	\$1,753,000	\$0	\$0	\$0	\$0	\$1,753,000
Equipment Replacement Fund	ERF	\$0	\$817,600	\$286,150	\$206,500	\$374,525	\$478,069	\$2,162,844
Grants (Federal, Provincial)	Grant	\$0	\$750,000	\$55,000	\$0	\$0	\$0	\$805,000
Donations / Third Party Funding	Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reserve Fund	Res	\$0	\$909,000	\$158,600	\$70,000	\$286,000	\$385,000	\$1,808,600
		\$567,179	\$4,716,779	\$579,750	\$276,500	\$660,525	\$863,069	\$7,096,623

CAPITAL REGIONAL DISTRICT CAPITAL PLAN

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Service #: 1.44x
Service Name: Panorama Recreation

Proj. No.
The first two digits represent first year the project was in the capital plan.

Capital Exp. Type
Study - Expenditure for feasibility and business case report.
New - Expenditure for new asset only
Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service
Replacement - Expenditure replaces an existing asset

Funding Source Codes
Debt = Debenture Debt (new debt only)
ERF = Equipment Replacement Fund
Grant = Grants (Federal, Provincial)
Cap = Capital Funds on Hand
Other = Donations / Third Party Funding

Funding Source Codes (cont)
Res = Reserve Fund
STLoan = Short Term Loans
WU = Water Utility

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles
E - Equipment

Capital Project Title
Input Title of Project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
This column represents the total project budget not only within the 5-year window.

FIVE YEAR FINANCIAL PLAN

Proj. No.	Capital Exp. Type	Capital Project Title	Capital Project Description	Total Proj Budget	Asset Class	Funding Source	C/F from 2020	2021	2022	2023	2024	2025	5 - Year Total
15-01	Study	Inspection - asbestos inventory	Inspection - asbestos inventory	\$20,925	B	Cap	\$20,925	\$20,925	\$0	\$0	\$0	\$0	\$20,925
17-04	Renewal	Dessicant dehumidifier for Ice Plant	Replace Dessicant dehumidifier/socks for Ice Plant due to aging	\$350,000	B	Cap	\$314,357	\$314,357	\$0	\$0	\$0	\$0	\$314,357
17-08	Renewal	Arena concourse (lobby) roof	renew arena concourse (lobby) roof due to leakage	\$85,000	B	Cap	\$80,000	\$0	\$80,000	\$0	\$0	\$0	\$80,000
18-02	New	Install Plant Maintenance SAP Program	Plant Maintenance SAP Program for PRC maintenance projects	\$150,000	E	Res	\$0	\$150,000	\$0	\$0	\$0	\$0	\$150,000
18-03	Replacement	DDC Replacement (direct digital controls)	Installation of new software controls, additional wiring and upgrading of present DDC controllers and hardware.	\$112,000	B	Res	\$0	\$112,000	\$0	\$0	\$0	\$0	\$112,000
18-08	New	Install Welcome Figure (Aboriginal Art) (grant)	Installation Welcome Figure at Panorama site	\$15,000	S	Grant	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
18-09	Replacement	Replace Weight room HVAC Air handling Unit	Replace Weight room HVAC Air handling Unit due to end of life	\$50,000	B	Res	\$0	\$50,000	\$0	\$0	\$0	\$0	\$50,000
18-14	New	Install roof safety guide wires - arenas, tennis buildings	Install roof safety guide wires, arenas, tennis buildings for safety of workers	\$168,000	B	Cap	\$151,897	\$151,897	\$0	\$0	\$0	\$0	\$151,897
19-08	Replacement	Replace weight room (stretching area) HVAC	Replace weight room (stretching area) HVAC due to end of life	\$9,000	B	Res	\$0	\$9,000	\$0	\$0	\$0	\$0	\$9,000
19-09	Replacement	Replace Ice Resurfacer	Replace Ice Resurfacer on 5 year cycle	\$209,000	V	ERF	\$0	\$209,000	\$0	\$0	\$0	\$0	\$209,000
19-13	Renewal	Accessibility Upgrades	Upgrades throughout facility for increased accessibility	\$20,000	B	Grant	\$0	\$20,000	\$0	\$0	\$0	\$0	\$20,000
19-15	New	Heat Recovery Plant	Construct heat recovery plant	\$2,453,000	B	Debt	\$0	\$1,753,000	\$0	\$0	\$0	\$0	\$1,753,000
19-15	New	Heat Recovery Plant	Construct heat recovery plant		B	Grant	\$0	\$700,000	\$0	\$0	\$0	\$0	\$700,000
20-06	Replacement	Replace Ice Resurfacer	Replace Ice Resurfacer on 5 year cycle	\$209,000	V	ERF	\$0	\$209,000	\$0	\$0	\$0	\$0	\$209,000
20-08	Renewal	Resurface/line painting (outdoor) Tennis courts	Resurface/line painting (outdoor) Tennis courts due to end of life	\$33,600	S	Res	\$0	\$0	\$33,600	\$0	\$0	\$0	\$33,600
20-10	New	Level 3 Electric Vehicle charging station	Level 3 Electric car charging station in parking area	\$65,000	S	Res	\$0	\$65,000	\$0	\$0	\$0	\$0	\$65,000
20-10	New	Level 3 Electric Vehicle charging station	Level 3 Electric car charging station in parking area		S	Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0
21-01	Renewal	Roof - Arena A, B & Tennis	Renewal Roof on both arenas and tennis building	\$120,000	B	Res	\$0	\$120,000	\$0	\$0	\$0	\$0	\$120,000
21-05	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	\$349,600	E	ERF	\$0	\$349,600	\$0	\$0	\$0	\$0	\$349,600
21-06	Replacement	Vehicle Replacement (Club car)	Replace Club Car due to end of life	\$12,000	V	ERF	\$0	\$12,000	\$0	\$0	\$0	\$0	\$12,000
22-01	Replacement	Replace Arena B rubber flooring	Replace Arena B rubber flooring due to end of life	\$110,000	B	Res	\$0	\$0	\$55,000	\$0	\$0	\$0	\$55,000
22-01	Replacement	Replace Arena B rubber flooring	Replace Arena B rubber flooring due to end of life	\$0	B	Grant	\$0	\$0	\$55,000	\$0	\$0	\$0	\$55,000
22-02	Replacement	Replace Daktronic/Electronic Road Sign	Replace Daktronic/Electronic Road Sign due to end of life	\$70,000	S	Res	\$0	\$0	\$70,000	\$0	\$0	\$0	\$70,000
22-05	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	\$286,150	E	ERF	\$0	\$0	\$286,150	\$0	\$0	\$0	\$286,150
23-01	Renewal	LED Lighting - Arenas, Pool, GG, Parking lot & general facility	Change lighting in all areas to LED (other than Tennis bldg)	\$325,000	B	Res	\$0	\$310,000	\$0	\$0	\$0	\$0	\$310,000
23-01	Renewal	LED Lighting - Arenas, Pool, GG, Parking lot & general facility	Change lighting in all areas to LED (other than Tennis bldg)		B	Grant	\$0	\$15,000	\$0	\$0	\$0	\$0	\$15,000
23-04	Replacement	Replace Fitness Studio HVAC	Replace Fitness Studio HVAC due to end of life	\$50,000	B	Res	\$0	\$0	\$0	\$50,000	\$0	\$0	\$50,000
23-05	Replacement	Swirl pool boiler	Replace Swirl Pool boiler due to end of life	\$30,000	E	ERF	\$0	\$0	\$0	\$30,000	\$0	\$0	\$30,000
23-06	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	\$150,500	E	ERF	\$0	\$0	\$0	\$150,500	\$0	\$0	\$150,500
23-07	Replacement	Replace Chevrolet Passenger car	Replace Chevrolet Passenger car due to end of life	\$38,000	V	ERF	\$0	\$38,000	\$0	\$0	\$0	\$0	\$38,000
23-08	Replacement	Replace Utility trailer	Replace Utility trailer due to end of life	\$15,000	V	ERF	\$0	\$0	\$0	\$15,000	\$0	\$0	\$15,000
23-09	Replacement	Replace Play in the Park Trailer	Replace Play in the Park Trailer due to end of life	\$11,000	V	ERF	\$0	\$0	\$0	\$11,000	\$0	\$0	\$11,000
23-13	Replacement	Overhead Doors Olympia bay - auto	replacement of automatic overhead doors to ice resurfacer bay #2	\$20,000	B	Res	\$0	\$0	\$0	\$20,000	\$0	\$0	\$20,000
24-01	Replacement	Arena A&B insulation	Replace and install insulation Arena A&B ceiling and walls due to end of life	\$110,000	B	Res	\$0	\$0	\$0	\$0	\$110,000	\$0	\$110,000
24-02	Replacement	Arena Lobby HVAC	Replace Arena Lobby HVAC due to end of life	\$30,000	E	ERF	\$0	\$0	\$0	\$0	\$30,000	\$0	\$30,000
24-03	Replacement	Tennis Ceiling/Wall insulation	Replace Tennis insulation due to end of life	\$93,000	B	Res	\$0	\$93,000	\$0	\$0	\$0	\$0	\$93,000
24-04	Replacement	Refinish indoor tennis surface	Refinish indoor tennis surface due to end of life	\$26,000	B	Res	\$0	\$0	\$0	\$0	\$26,000	\$0	\$26,000
24-05	Replacement	Greenglade Playground	Replace Greenglade playground due to end of life	\$150,000	E	Res	\$0	\$0	\$0	\$0	\$150,000	\$0	\$150,000

CAPITAL REGIONAL DISTRICT CAPITAL PLAN

Service #: 1.44x
Service Name: Panorama Recreation

CAPITAL BUDGET FORM
2021 & Forecast 2022 to 2025

Proj. No.
The first two digits represent first year the project was in the capital plan.

Capital Exp. Type
Study - Expenditure for feasibility and business case report.
New - Expenditure for new asset only
Renewal - Expenditure upgrades an existing asset and extends the service ability or enhances technology in delivering that service
Replacement - Expenditure replaces an existing asset

Funding Source Codes
Debt = Debenture Debt (new debt only)
ERF = Equipment Replacement Fund
Grant = Grants (Federal, Provincial)
Cap = Capital Funds on Hand
Other = Donations / Third Party Funding

Funding Source Codes (cont)
Res = Reserve Fund
STLoan = Short Term Loans
WU = Water Utility

Asset Class
L - Land
S - Engineering Structure
B - Buildings
V - Vehicles
E - Equipment

Capital Project Title
Input Title of Project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".

Capital Project Description
Briefly describe project scope and service benefits.
For example: "Full Roof Replacement of a 40 year old roof above the swimming pool area; The new roofing system is built current energy standards, designed to minimize maintenance and have an expected service life of 35 years".

Total Project Budget
This column represents the total project budget not only within the 5-year window.

FIVE YEAR FINANCIAL PLAN

Proj. No.	Capital Exp. Type	Capital Project Title	Capital Project Description	Total Proj Budget	Asset Class	Funding Source	C/F from 2020	2021	2022	2023	2024	2025	5 - Year Total
24-06	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	\$324,525	E	ERF	\$0	\$0	\$0	\$0	\$324,525	\$0	\$324,525
24-07	Replacement	Overhead Doors Olympia bay - auto	replacement of automatic overhead doors to ice resurfacers bay #1	\$20,000	E	ERF	\$0	\$0	\$0	\$0	\$20,000	\$0	\$20,000
25-01	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	\$418,069	E	ERF	\$0	\$0	\$0	\$0	\$0	\$418,069	\$418,069
25-03	Renewal	Rebuild ice plant compressor	rebuild ice plant compressors #1 & #2	\$25,000	E	Res	\$0	\$0	\$0	\$0	\$0	\$25,000	\$25,000
25-04	Replacement	Replace lap pool heater	replacement of lap pool heater	\$50,000	E	Res	\$0	\$0	\$0	\$0	\$0	\$50,000	\$50,000
25-05	Replacement	Replacement of underwater lighting	Replacement of underwater lighting in pool	\$50,000	B	Res	\$0	\$0	\$0	\$0	\$0	\$50,000	\$50,000
25-06	Renewal	Re-tile pool	Re-tile pool	\$200,000	B	Res	\$0	\$0	\$0	\$0	\$0	\$200,000	\$200,000
25-07	Replacement	Replace heating system in tennis courts	Replace heating system in tennis courts	\$60,000	E	Res	\$0	\$0	\$0	\$0	\$0	\$60,000	\$60,000
25-09	Replacement	Phone system	upgrade main phone system	\$60,000	E	ERF	\$0	\$0	\$0	\$0	\$0	\$60,000	\$60,000
GRAND TOTAL				\$7,132,444			\$567,179	\$4,716,779	\$579,750	\$276,500	\$660,525	\$863,069	\$7,096,623

Service: 1.44x

Panorama Recreation

Proj. No. 15-01

Capital Project Title Inspection - asbestos inventory

Capital Project Description Inspection - asbestos inventory

Asset Class B

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale *Absebestos Inventory has not been completed for Panorama Recreation and Greenglade Community Centre. Inventory inspection will limit the possibility associated with potential exposure risks*

Proj. No. 17-04

Capital Project Title Dessicant dehumidifier for Ice Plant

Capital Project Description Replace Dessicant dehumidifier/socks for Ice Plant due to aging

Asset Class B

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale *Unit presently serves two arenas for dehumidification. New system to be designed for independent operations and control, allowing for adjustment of each arena. JS Refrigeration has submitted their report and estimated costs with the recommendation that we proceed with the purchase of two A20 Munters unit. Units comes from the US, so currency exchange has been considered in the budget. Budget includes contingency, hazmat, placement of units at ground level and engineering support. ***2018 Update*** Project to be tied to energy recovery project to utilize rejected heat from refrigeration plant instead of Natural Gas *** 2019 Update*** awaiting energy recovery project approval. Current unit condition does not pose a high potential of failure in the 2019-2020 ice season ***2020 Update*** heat recovery project approved combining funding for this project. Approval contingent on securing a minimum of \$700k in grant funding*

Proj. No. 17-08

Capital Project Title Arena concourse (lobby) roof

Capital Project Description renew arena concourse (lobby) roof due to leakage

Asset Class B

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale ****2020 Update*** Roof is at end of life. Project on hold due until energy recovery project is complete as dehumification equipment will be relocated from this roof.*

Proj. No. 18-02

Capital Project Title Install Plant Maintenance SAP Program

Capital Project Description Plant Maintenance SAP Program for PRC maintenance projects

Asset Class E

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale *SAP Plant Maintenance (PM) project focused on maintaining the already purchased, built and/or installed assets. Support departments' enhanced asset management activities to manage lifecycles and to plan and schedule maintenance activities as well as monitor job costs.***2018 Update*** update through David Hennigan. I.T. does not have the resources to initiate this project at this time. Will readdress as staffing availability and I.T. priorities change *** 2019 Update*** No change ***2020 Update*** No change*

Service: 1.44x

Panorama Recreation

Proj. No. 18-03

Capital Project Title DDC Replacement (direct digital controls)

Capital Project Description Installation of new software controls, additional wiring and upgrading of present DDC controllers and hardware.

Asset Class B

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale Installation of new software controls, additional wiring and upgrading of present DDC controllers and hardware. The present DDC system were installed in 1977. The software and hardware is nearing the end of its life cycle and requires upgrades to the software and controllers in order to fully automate the facilities. Integration will tie into the new Perfect Mind software which will ensure the two systems communicate, offering seamless bookings, control the HVAC, lighting and automated building controls. Houle Electric has provided a quote for this work. This will extend the automation controls for an additional 15 years. Budget includes contingency, hazmat, other unknown costs. ***2018 update*** project to initiate after energy recovery study and/or project construction. There are likely recommendations from the study to help guide the needs of the DDC system upgrade ***2019 Update*** waiting energy recover project approval. This project should directly follow energy recovery in 2021, If energy recovery project does not move forward project should happen in 2020 ***2020 Update*** heat recovery project approved combining funding for this project. Approval contingent on securing a minimum of \$700k in grant funding

Proj. No. 18-08

Capital Project Title Install Welcome Figure (Aboriginal Art) (grant)

Capital Project Description Installation Welcome Figure at Panorama site

Asset Class S

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale The welcome figure is a proposed community project in partnership with two local aboriginal artists. The welcome figure would serve to welcome all of our community members into our facility. The project would include: purchase of supplies, two aboriginal artists providing carving and education sessions, community carving events, and unveiling event when project is complete. The budget was determined by working with the two aboriginal artists who have completed similar projects on the Peninsula. Total project cost estimated at \$15,000. ***2020 Update*** No Update

Proj. No. 18-09

Capital Project Title Replace Weight room HVAC Air handling Unit

Capital Project Description Replace Weight room HVAC Air handling Unit due to end of life

Asset Class B

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale Installation of new software controls, additional wiring and upgrading of present DDC controllers and hardware. The present DDC system were installed in 1977. The software and hardware is nearing the end of its life cycle and requires upgrades to the software and controllers in order to fully automate the facilities. Integration will tie into the new Perfect Mind software which will ensure the two systems communicate, offering seamless bookings, control the HVAC, lighting and automated building controls. Houle Electric has provided a quote for this work. This will extend the automation controls for an additional 15 years. Budget includes contingency, hazmat, other unknown costs. ***2018 update*** project to initiate after energy recovery study and/or project construction. There are likely recommendations from the study to help guide the needs of the DDC system upgrade ***2019 Update*** waiting energy recover project approval. This project should directly follow energy recovery in 2021, If energy recovery project does not move forward project should happen in 2020 ***2020 Update*** heat recovery project approved combining funding for this project. Approval contingent on securing a minimum of \$700k in grant funding

Service: 1.44x

Panorama Recreation

Proj. No. 18-14

Capital Project Title Install roof safety guide wires - arenas, tennis buildings

Capital Project Description Install roof safety guide wires, arenas, tennis buildings for safety of workers

Asset Class B

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale Install roof safety guide wires, arenas, tennis buildings for safety of workers

Proj. No. 19-08

Capital Project Title Replace weight room (stretching area) HVAC

Capital Project Description Replace weight room (stretching area) HVAC due to end of life

Asset Class B

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale This project should directly follow energy recovery project approved combining funding for this project. Approval contingent on securing a minimum of \$700k in grant funding

Proj. No. 19-09

Capital Project Title Replace Ice Resurfacer

Capital Project Description Replace Ice Resurfacer on 5 year cycle

Asset Class V

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale 2014 Olympia ice resurfacer (A) replaced with electric model \$209,000 (trade-in est. \$30,000) *** 2020 Update*** both ice resurfacers will be put out for bid together ***2020 Update*** RFP for 2 machines (2019 funded and 2020 funded) Order placed for units \$162,106.00 plus levies, fees and taxes per unit in addition to 32k and 30k trade ins. expected delivery of equipment Q3 2021

Proj. No. 19-13

Capital Project Title Accessibility Upgrades

Capital Project Description Upgrades throughout facility for increased accessibility

Asset Class B

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale Grant funded upgrades for accessiblites

Proj. No. 19-15

Capital Project Title Heat Recovery Plant

Capital Project Description Construct heat recovery plant

Asset Class B

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale Total Project Budget 2.8M. assumed 700k grant funded, dehumidifier replacement project (320k) and weight room HVAC (50k) all part of 2.453M. ***2020 Update*** project approved for \$2.4M contingent on \$700k grant funding. Also to ultize remaining funding from projects 17-04 and 18-09

Service: 1.44x

Panorama Recreation

Proj. No. 20-06

Capital Project Title Replace Ice Resurfacer

Capital Project Description Replace Ice Resurfacer on 5 year cycle

Asset Class V

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale 2015 Olympia ice resurfacer (A) replaced with electric model \$209,000 (trade-in est. \$30,000) *** 2020 Update*** unit going for bid at same time as 2019 unit *** 2020 Update*** both ice resurfacers will be put out for bid together ***2020 Update*** RFP for 2 machines (2019 funded and 2020 funded) Order placed for units \$162,106.00 plus levies, fees and taxes per unit in addition to 32k and 30k trade ins. expected delivery of equipment Q3 2021

Proj. No. 20-08

Capital Project Title Resurface/line painting (outdoor) Tennis courts

Capital Project Description Resurface/line painting (outdoor) Tennis courts due to end of life

Asset Class S

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale The indoor/outdoor tennis courts are repaired and repainted every 5 years. A quote has been obtained from Tomko Sports. Budget includes contingency, hazmat inspection and support. ***2019 Update*** awaiting Geotech assemsnet of the stability of the bank. resurfacing to take place after bank has been determined stable ***2020 Update*** bank assemsent showed movement of ground with no certain cause without investagative excavation and disruption to playing surface. Funding moved to 2022 while we investigate options for surface stabilazation prior to resurfacing.

Proj. No. 20-10

Capital Project Title Level 3 Electric Vehicle charging station

Capital Project Description Level 3 Electric car charging station in parking area

Asset Class S

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale level 3 charging stations. ***2020 Update*** Project ready to move when we find an appropriate grant

Proj. No. 21-01

Capital Project Title Roof - Arena A, B & Tennis

Capital Project Description Renewal Roof on both arenas and tennis building

Asset Class B

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale Install a protective coating over the existing metal structure providing an additional 15-20 years of extended service. Budget estimate from Facility Services. ***2019Update*** Project under review. Roof study found from 2017 identified work to be done to extend the life of roofs through traditional methods instead of applying a coating. Budget Price reduced to \$120,000.00 ***2020 Update*** no foreseeable hold ups

Service: 1.44x		Panorama Recreation		
Proj. No.	21-05	Capital Project Title	Equipment Replacement (pooled)	Capital Project Description Annual replacement of equipment in pooled account
Asset Class	E	Board Priority Area	Advocacy, Governance & Accountability	Corporate Priority Area Recreation
Project Rationale Annual replacement of equipment in pooled account due to end of life cycle				
Proj. No.	21-06	Capital Project Title	Vehicle Replacement (Club car)	Capital Project Description Replace Club Car due to end of life
Asset Class	V	Board Priority Area	Advocacy, Governance & Accountability	Corporate Priority Area Recreation
Project Rationale Replacement of existing 2015 vehicle. Used on site, and is battery operated				
Proj. No.	22-01	Capital Project Title	Replace Arena B rubber flooring	Capital Project Description Replace Arena B rubber flooring due to end of life
Asset Class	B	Board Priority Area	Advocacy, Governance & Accountability	Corporate Priority Area Recreation
Project Rationale Replacement of Arena B corridors and dressing room floors. Flooring is in need of replacement due to old age and continued patching of the high traffic areas. ***2019 Update*** Flooring in fair condition. Patching from Operation budget and move replacement to 2024 ***2020 Update*** Moved project into 2022 and added 50% grant funding requirement				
Proj. No.	22-02	Capital Project Title	Replace Daktronic/Electronic Road Sign	Capital Project Description Replace Daktronic/Electronic Road Sign due to end of life
Asset Class	S	Board Priority Area	Advocacy, Governance & Accountability	Corporate Priority Area Recreation
Project Rationale Replacement of existing Electric Road Signage due to end of life				
Proj. No.	22-05	Capital Project Title	Equipment Replacement (pooled)	Capital Project Description Annual replacement of equipment in pooled account
Asset Class	E	Board Priority Area	Advocacy, Governance & Accountability	Corporate Priority Area Recreation
Project Rationale Annual replacement of equipment in pooled account due to end of life cycle				

Service: 1.44x		Panorama Recreation			
Proj. No.	23-01	Capital Project Title	LED Lighting - Arenas, Pool, GG, Parking lot & general facility	Capital Project Description	Change lighting in all areas to LED (other than Tennis bldg)
Asset Class	B	Board Priority Area	Advocacy, Governance & Accountability	Corporate Priority Area	Recreation
Project Rationale ***2020 Update*** Pooled LED conversion projects from multiple years					
Proj. No.	23-04	Capital Project Title	Replace Fitness Studio HVAC	Capital Project Description	Replace Fitness Studio HVAC due to end of life
Asset Class	B	Board Priority Area	Advocacy, Governance & Accountability	Corporate Priority Area	Recreation
Project Rationale End of Life					
Proj. No.	23-05	Capital Project Title	Swirl pool boiler	Capital Project Description	Replace Swirl Pool boiler due to end of life
Asset Class	E	Board Priority Area	Advocacy, Governance & Accountability	Corporate Priority Area	Recreation
Project Rationale ***2020 Update*** boiler nearing end of life					
Proj. No.	23-06	Capital Project Title	Equipment Replacement (pooled)	Capital Project Description	Annual replacement of equipment in pooled account
Asset Class	E	Board Priority Area	Advocacy, Governance & Accountability	Corporate Priority Area	Recreation
Project Rationale Annual replacement of equipment in pooled account due to end of life cycle					
Proj. No.	23-07	Capital Project Title	Replace Chevrolet Passenger car	Capital Project Description	Replace Chevrolet Passenger car due to end of life
Asset Class	V	Board Priority Area	Advocacy, Governance & Accountability	Corporate Priority Area	Recreation
Project Rationale end of lifecycle ***2019 update*** project moved to 2021, for electification					

Service: 1.44x				Panorama Recreation			
Proj. No.	23-08	Capital Project Title	Replace Utility trailer	Capital Project Description	Replace Utility trailer due to end of life		
Asset Class	V	Board Priority Area	Advocacy, Governance & Accountability	Corporate Priority Area	Recreation		
Project Rationale end of lifecycle, lowered ramp access trailer required							
Proj. No.	23-09	Capital Project Title	Replace Play in the Park Trailer	Capital Project Description	Replace Play in the Park Trailer due to end of life		
Asset Class	V	Board Priority Area	Advocacy, Governance & Accountability	Corporate Priority Area	Recreation		
Project Rationale end of lifecycle replacement. Consider larger trailer for equipment used ***2020 Update*** condition assesment shows life still remains. Usage has reduced due to COVID19							
Proj. No.	23-13	Capital Project Title	Overhead Doors Olympia bay - auto	Capital Project Description	replacement of automatic overhead doors to ice resuracer bay #2		
Asset Class	B	Board Priority Area	Advocacy, Governance & Accountability	Corporate Priority Area	Recreation		
Project Rationale Replace due to end of life cycle							
Proj. No.	24-01	Capital Project Title	Arena A&B insulation	Capital Project Description	Replace and install insulation Arena A&B ceiling and walls due to end of life		
Asset Class	B	Board Priority Area	Advocacy, Governance & Accountability	Corporate Priority Area	Recreation		
Project Rationale end of lifecycle and Increase building efficiency							
Proj. No.	24-02	Capital Project Title	Arena Lobby HVAC	Capital Project Description	Replace Arena Lobby HVAC due to end of life		
Asset Class	E	Board Priority Area	Advocacy, Governance & Accountability	Corporate Priority Area	Recreation		
Project Rationale replace arena lobby HVAC replacement due to end of life							

Service: 1.44x

Panorama Recreation

Proj. No. 24-03

Capital Project Title Tennis Ceiling/Wall insulation

Capital Project Description Replace Tennis insulation due to end of life

Asset Class B

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale End of lifecycle and improve building efficiency ***2020 Update*** moved to 2021

Proj. No. 24-04

Capital Project Title Refinish indoor tennis surface

Capital Project Description Refinish indoor tennis surface due to end of life

Asset Class B

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale Refinish indoor tennis surface due to end of life

Proj. No. 24-05

Capital Project Title Greenglade Playground

Capital Project Description Replace Greenglade playground due to end of life

Asset Class E

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale replace Greenglade Playground due to end of life. Project should be candidate for substantial grant funding

Proj. No. 24-06

Capital Project Title Equipment Replacement (pooled)

Capital Project Description Annual replacement of equipment in pooled account

Asset Class E

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale Annual replacement of equipment in pooled account due to end of life cycle

Proj. No. 24-07

Capital Project Title Overhead Doors Olympia bay - auto

Capital Project Description replacement of automatic overhead doors to ice resurfacers bay #1

Asset Class E

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale ***2020 Update*** replacement due to end of life cycle

Service: 1.44x

Panorama Recreation

Proj. No. 25-01

Capital Project Title Equipment Replacement (pooled)

Capital Project Description Annual replacement of equipment in pooled account

Asset Class E

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale Annual replacement of equipment in pooled account due to end of life cycle

Proj. No. 25-03

Capital Project Title Rebuild ice plant compressor

Capital Project Description rebuild ice plant compressors #1 & #2

Asset Class E

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale 2 screw compressor rebuilds

Proj. No. 25-04

Capital Project Title Replace lap pool heater

Capital Project Description replacement of lap pool heater

Asset Class E

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale replace boilers for back up pool heat due to end of life cycle

Proj. No. 25-05

Capital Project Title Replacement of underwater lighting

Capital Project Description Replacement of undrewater lighting in pool

Asset Class B

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale replace due to end of life cycle

Proj. No. 25-06

Capital Project Title Re-tile pool

Capital Project Description Re-tile pool

Asset Class B

Board Priority Area Advocacy, Governance & Accountability

Corporate Priority Area Recreation

Project Rationale replace pool tile liner due to end of life

Service: 1.44x	Panorama Recreation
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Proj. No. 25-07	Capital Project Title Replace heating sustem in tennis courts	Capital Project Description Replace heating sustem in tennis courts
Asset Class E	Board Priority Area Advocacy, Governance & Accountability	Corporate Priority Area Recreation
Project Rationale ***2020 Update*** replace gas fired heaters in tennis if needed after energy recovery project		

**1.44X Panorama Recreation
Operating Reserve Summary
2021 - 2025 Financial Plan**

Profile

Panorama Recreation

Established by Bylaw No. 4145 to enable CRD services to set aside operating funds to cover cyclical expenditures, unforeseen operating expenses, special one-time operating projects, as well as to mitigate fluctuations in revenue.

Operating Reserve Schedule - FC 105302

Operating Reserve Schedule Projected year end balance	Actual	Estimate	Budget				
	2019	2020	2021	2022	2023	2024	2025
Beginning Balance	45,302	54,255	60,425	17,230	25,191	33,311	41,594
Planned Purchase	-	-	(51,000)	-	-	-	-
Transfer from Ops Budget	7,575	5,370	7,805	7,961	8,120	8,283	8,448
Interest Income*	1,378	800					
Total projected year end balance	54,255	60,425	17,230	25,191	33,311	41,594	50,042

Assumptions/Background:

2021: 51K for 2021-2025 Panorama Recreation Strategic Planning Cost

* Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.

1.44X Panaroama Recreation
Asset and Reserve Summary Schedule
2021 - 2025 Financial Plan

Asset Profile

Saanich Peninsula Recreation

Assets held by the Panaroama Recreation service consist of pools, arenas, administration building, courts (request, squash and tennis) and various vehicles and equipment to support service delivery.

Summary

Reserve/Fund Summary Projected year end balance	Actual	Est. Actual	Budget				
	2019	2020	2021	2022	2023	2024	2025
Capital Reserve	3,081,888	2,786,888	2,083,490	2,130,492	2,471,696	3,076,527	3,582,358
Equipment Replacement Fund	625,006	686,686	84,256	194,106	383,606	405,081	323,012
Total projected year end balance	3,706,894	3,473,574	2,167,746	2,324,598	2,855,302	3,481,608	3,905,370

1.44X Panorama Recreation
Capital Reserve Fund Schedule
2021 - 2025 Financial Plan

Capital Reserve Fund Schedule

Reserve Fund: 1.44X Saanich Peninsula Recreation Service Capital Reserve Fund (Bylaw No. 3038)

1.44X Saanich Peninsula Recreation Service Capital Reserve Fund CASH FLOW

Capital Reserve Fund	Actual	Est. Actual	Budget				
	2019	2020	2021	2022	2023	2024	2025
Beginning Balance	2,047,645	3,081,888	2,786,888	2,083,490	2,130,492	2,471,696	3,076,527
Planned Capital Expenditure (Based on Capital Plan)	(36,500)	(343,000)	(909,000)	(158,600)	(70,000)	(286,000)	(385,000)
Transfer from Operating Budget*	1,003,333	-	205,602	205,602	411,204	890,831	890,831
Donations \$ other Sponsorships							
Interest Income**	67,411	48,000	-	-	-	-	-
Ending Balance \$	3,081,888	2,786,888	2,083,490	2,130,492	2,471,696	3,076,527	3,582,358

** Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.

1.44X Panaroama Recreation
Equipment Replacement Fund Schedule (ERF)
2021 - 2025 Financial Plan

Equipment Replacement Fund Schedule (ERF)

ERF Fund: 1.44X Saanich Peninsula Recreation Service Equipment Replacement Fund

Equipment Replacement Fund	Actual	Est. Actual	Budget				
	2019	2020	2021	2022	2023	2024	2025
Beginning Balance	448,236	625,006	686,686	84,256	194,106	383,606	405,081
Planned Purchase (Based on Capital Plan) Transfer to Capital Fund	(227,421)	(348,000)	(817,600)	(286,150)	(206,500)	(374,525)	(478,069)
Transfer from Operating Budget	396,000	396,000	215,170	396,000	396,000	396,000	396,000
Equipment and Vehicle Disposal Proceeds	247	5,735					
Interest Income*	7,945	7,945					
Ending Balance \$	625,006	686,686	84,256	194,106	383,606	405,081	323,012

* Interest should be included in determining the estimated ending balance for the current year. Interest in planning years nets against inflation which is not included.

**REPORT TO PENINSULA RECREATION COMMISSION
MEETING OF THURSDAY, OCTOBER 15, 2020**

SUBJECT **2020 Third Quarter Financial Statement of Operations**

ISSUE SUMMARY

To provide 2020 second quarter financial information to the Commission.

BACKGROUND

The third quarter financial results are now available for the period ended September 30, 2020. The statement of operating revenue and expenses are shown on the attached document (Appendix A).

Due to the facility closure as of 5 pm on March 17, 2020, all Panorama Recreation programs and services ceased until May 26, 2020 when the phased re-opening plan was put in place. The plan started with outdoor fitness classes on May 26 followed by weight room sessions on June 10 and aquatic programs on August 25. During July and August, a variety of youth summer camps were offered along with a selection of registered fitness programs.

As a result of the closures and phased re-opening of facilities, programs and services, the forecasted deficit from the COVID-19 closure was estimated at \$413,562. At the September 9, 2020 meeting, the Capital Regional District Board approved the amendment to the 2020 financial plan to reduce the planned transfers to the capital reserve by \$411,204 and transfers to the operating reserve by \$2,358 to cover the forecasted deficit of \$413,562.

Between May 26 and September 30:

- Admission revenue was under forecast by \$38,915, due mainly to weight room admission revenue being less than expected. The pool, fitness and arena admissions are on target. Total forecasted admission revenue since reopening is \$169,338 with actual admission revenue for the period at \$130,423
- Ice rentals have exceeded the forecast by \$36,200
- Tennis court rentals are on target
- Pool rentals have exceeded the forecast by \$6,126
- Adult tennis lessons have exceeded the forecast by \$3,798
- All expenses are closely monitored and continue to remain within forecasted values

Overall, performance continues to remain on target with the forecast.

CONCLUSION

Since the re-opening of facilities on May 26, 2020, overall performance is on target with the 2020 forecast.

RECOMMENDATION

That the Peninsula Recreation Commission receive this report for information.

Submitted by:	Allison Sharp, CPA, CGA Manager of Administrative Services
Concurrence:	Lorraine Brewster, Senior Manager

ATTACHMENT

Appendix A: Statement of Operations (9 Months Ended September 30, 2020)

	% of Budget Utilized	2024 BUDGET	2023 BUDGET	2022 BUDGET	2021 BUDGET	2020 BUDGET	2020 Year to date	2020 BUDGET AMENDED
DIRECT OPERATING REVENUES								
Admissions	39%	358,743	351,717	344,822	338,060	331,587	127,704	315,926
Pass sales	29%	1,229,700	1,205,589	1,181,950	1,158,774	1,136,053	327,489	360,189
Partnerships /Employee Wellness Program	17%	277,420	277,420	271,100	271,100	271,100	46,443	46,443
Programs	40%	1,971,322	1,923,632	1,876,069	1,818,486	1,732,326	691,246	792,739
Rentals	41%	972,148	951,373	931,074	911,236	896,734	371,976	447,256
Other (fees, commissions)	33%	142,608	140,587	138,422	182,598	129,840	43,481	37,272
TOTAL DIRECT OPERATING REVENUES	36%	4,951,941	4,850,318	4,743,437	4,680,254	4,497,640	1,608,340	1,999,825
DIRECT OPERATING EXPENSES								
Instructional Services	40%	383,346	378,069	370,805	363,805	356,980	143,235	146,103
Operating supplies	23%	198,470	189,182	191,086	182,279	179,042	41,803	68,266
Repairs & Maintenance (pool, arena, racquet)	63%	227,940	223,043	219,751	213,565	201,412	126,946	167,117
Travel & vehicle costs	50%	18,668	18,277	17,891	17,516	17,149	8,628	13,149
Wages & Benefits	41%	2,668,329	2,616,374	2,565,516	2,512,414	2,440,238	998,864	1,445,941
Other (Staff training, licences, fees, dues, memberships)	42%	39,249	37,930	37,878	36,883	36,489	15,308	19,610
TOTAL DIRECT OPERATING EXPENSES	41%	3,536,002	3,462,874	3,402,927	3,326,462	3,231,310	1,334,783	1,860,185
CONTRIBUTION DIRECT OPERATIONS	22%	1,415,939	1,387,444	1,340,510	1,353,792	1,266,330	273,557	139,640
INDIRECT EXPENSES- ADMIN., MAINTENANCE								
Advertising	25%	94,000	93,000	92,000	91,000	90,000	22,529	35,000
Capital	#DIV/0!	-	-	-	-	-	-	-
Contract for services & legal	21%	52,076	51,023	49,991	99,980	47,990	9,972	12,387
CRD charges (IT, HR, payroll, finance)	75%	476,292	466,038	456,007	446,191	436,587	326,920	436,587
Insurance	100%	45,800	44,810	43,840	42,900	41,980	41,980	41,980
Leasehold Improvements	100%	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Licences, fees & dues	61%	158,645	148,628	139,460	131,107	118,248	71,570	88,682
Rentals - Facilites and Equipment (CSCC & NSMS)	-8%	91,189	90,494	89,814	89,147	88,495	(6,739)	86,495
Repairs & Maint. (general)	68%	112,351	109,954	107,609	105,313	82,858	56,676	66,658
Supplies	66%	159,630	155,882	152,234	148,680	145,216	95,221	142,779
Travel & vehicle costs	83%	26,459	25,907	25,366	24,812	24,269	20,092	22,846
Utilities (hydro, sewer, water & phone)	46%	751,295	724,831	699,288	776,062	815,780	378,803	714,809
Wages & Benefits	61%	3,029,320	2,969,921	2,911,596	2,854,505	2,759,380	1,680,865	2,381,643
Other (meetings, printing costs,admin. staff training)	24%	79,394	77,690	76,260	74,853	72,630	17,361	31,743
Contingency	0%	50,000	50,000	50,000	50,000	50,000	-	50,000
TOTAL INDIRECT EXPENSES	57%	5,166,451	5,048,178	4,933,465	4,974,550	4,813,433	2,755,251	4,151,609
INDIRECT REVENUES								
Payments in lieu of taxes & Recovery	100%	170,910	170,910	170,910	170,910	160,875	160,875	160,875
Donations & Sponsorships	34%	26,600	26,600	26,600	26,600	26,600	8,983	16,088
Interest income	14%	9,160	9,160	9,160	9,160	9,160	1,259	9,160
TOTAL INDIRECT REVENUES	87%	206,670	206,670	206,670	206,670	196,635	171,117	186,123
NET CONTRIBUTIONS (DEFICIT)	69%	(3,543,842)	(3,454,065)	(3,386,285)	(3,414,088)	(3,350,468)	(2,310,577)	(3,825,845)
TRANSFERS & DEBT								
Equipment Replacement Fund	75%	396,000	396,000	396,000	396,000	396,000	297,000	396,000
Transfers to General Capital Fund	#DIV/0!	-	-	-	-	-	-	-
Transfer to Capital Reserve fund	0%	890,831	411,204	411,204	411,204	411,204	-	-
Transfer to Internal Reserve	0%	8,042	7,962	7,883	7,805	7,728	-	5,370
Debt-interest payments	45%	126,436	266,463	335,363	335,363	323,618	145,928	261,803
Debt-Principal payments	84%	262,092	601,692	601,692	601,692	507,439	427,532	507,439
MFA Debt Reserve interest	-	-	-	-	-	(2,610)	-	(2,610)
TOTAL TRANSFERS & DEBT	53%	1,683,401	1,683,321	1,752,142	1,752,064	1,643,379	870,460	1,168,002
NET BEFORE REQUISITION & PRIOR YEAR SURPLUS	64%	(5,227,243)	(5,137,386)	(5,138,427)	(5,166,152)	(4,993,847)	(3,181,037)	(4,993,847)
Requisition	100%	-	-	-	-	4,993,847	4,993,847	4,993,847
Prior year's surplus	-	-	-	-	-	-	-	-
NET OPERATIONS		(5,227,243)	(5,137,390)	(5,138,430)	(5,166,150)	0	1,812,810	(0)



Request for Reduction/Waiving of Facility Rental fee

Group Name:

VICTORIA PLAYMAKERS ASSOCIATION

Type of Group:

(circle more than one if applicable)

adult

youth

sport

non-profit

other:

Event:

PLAYMAKERS OLD-TIMERS HOCKEY TOURNAMENT

Date(s) requested:

MARCH 23-27, 2021

Time:

8 AM TO 9 PM

Duration:

UP TO 13 HRS PER DAY

Facility space:

BOTH ARENA A & B and dressing rooms

Rate reduction requested:

flat rate of \$148. per hour

(Please refer to attachment for details & substantiation)

Forms can be returned to:

Panorama Recreation Centre
1885 Forest Park Dr.
North Saanich, BC V8L 4A3
Phone: 250-656-7271
Fax: 250-656-3360

Email:

Room & Parking Lot

Arena

Pool

Other

Please note that insurance will be required for facility rentals.

Attachment to:
Request for Reduction of Arena Rental Fee
For Victoria Playmakers Tournament, 23-27 March 2021

Substantiation:

The Victoria Playmakers Old-Timers' Hockey Tournament is an international tournament that consistently gets teams from Japan, California, Alberta and mainland British Columbia, along with a couple teams from Saskatchewan and Manitoba. It is the largest Old-Timers hockey tournament in Western Canada, with over 40 teams participating each year. The Victoria Playmakers Association is a not for profit organization and its purpose is to promote Old-Timers hockey. The Playmakers Tournament caters to both male and female players aged 55 years and over, grouped into 7 divisions based on age and gender.

This large tournament requires two ice surfaces for 5 days. It is normally held at Pearkes Arena, but with the Gold Rink closed at Pearkes for upgrades, Pearkes Arena is not an option in March 2021.

Request a flat rental fee of \$148.00 per hour to match what has was offered by Pearkes Arena in 2020. Although \$148. is below the prime rate of \$221. charged by Panorama during 5-10 pm, note that it is above the rate of \$105. that is charged between 12-5 pm.

This tournament is basically a solid booking from 8 am to 9 pm, with very few "blank" hours of ice time. This is new revenue for Panorama, with the ice contract value expected to exceed \$13,000.

Date of 23-27 March 2021 was selected in consultation with Martine King to utilize the ice the last week of the season prior to being removed. The majority of the ice time would be going unused as minor hockey leagues would be completed and other recreational users would be winding down.

This tournament will bring positive visibility to the Panorama Recreation Centre, supports adult physical activity, and it provides a significant financial impact to the local economy, particularly motels and restaurants.

Prepared by:
Les Falloon
Chairman, Victoria Playmakers Association