



Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Notice of Meeting and Meeting Agenda Peninsula Recreation Commission

Thursday, June 16, 2022

6:00 PM

Via [Teleconference](#)
Greenglade, Room 6
2151 Lannon Way,
Sidney, BC V8L 3Z1

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

1. Territorial Acknowledgement

2. Approval of Agenda

3. Adoption of Minutes of April 28, 2022

3.1 Minutes of the April 28, 2022 Peninsula Recreation Commission meeting

Recommendation: That the minutes of the Peninsula Recreation Commission meeting of April 28, 2022 be adopted as circulated.

Attachments: Minutes – April 28, 2022

4. Chair's Remarks

5. Presentations/Delegations

5.1 Saanich Peninsula Piranhas Board of Directors

6. Commission Business

6.1 Jumpstart Multi Court Opening - Verbal

6.2 2022 Capital Plan Amendment – Greenglade Playground Replacement

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

That the 2022 Panorama Recreation Capital Plan be amended to increase the budget for the Greenglade Playground Replacement project by \$70,000 with the increase to be funded from the Enabling Accessibility Fund Grant.

Attachments: Amended Panorama Recreation 2022 Capital Plan

6.3 Budget 2023 – Verbal

7. New Business

PREC-1819001582-2546

8. Motion to Close the Meeting

Recommendation: That the meeting be closed for proposed service in accordance with Section (90)(1)(k) of the Community Charter. [1 Item]

9. Adjournment

The next meeting is August 18, 2022

To ensure quorum, please advise Denise Toso at dtoso@panoramarec.bc.ca if you cannot attend.



Minutes of a Meeting of the Peninsula Recreation Commission
Held Thursday, April 28, 2022, in Room 6 at Greenglade Community Centre,
2151 Lannon Way, Sidney, BC

Present in Room 6:

Commissioners: R. Imrie (Chair), H. Gartshore (Vice-Chair), K. Frost, C. McNeil-Smith, G. Orr, N. Paltiel

Staff: L. Brewster, Senior Manager; M. Curtis, Manager, Facilities & Operations; J. Gray, Acting Manager, Program Services; A. Sharp, Manager, Administrative Services; C. Watts, Aquatic Coordinator, D. Toso (recorder)

Present Electronically:

Commissioners: C. Rintoul

Regrets: P. Murray, R. Windsor

The meeting was called to order at 6:00 pm

1. Territorial Acknowledgement

Commissioner Paltiel provided a territorial acknowledgement.

2. Approval of Agenda

MOVED by Commissioner McNeil-Smith, **SECONDED** by Commissioner Paltiel,
That the agenda be approved with the amendments:

- Saanich Peninsula Piranhas have postponed their presentation until next meeting
- Add item 7.1: Changes to Fees and Charges Bylaw

CARRIED

3. Adoption of Minutes of March 24, 2022

MOVED by Commissioner Orr, **SECONDED** by Commissioner Frost,
That the minutes of the March 24, 2022 meeting be adopted.

CARRIED

4. Chair's Remarks

Chair Imrie provided an overview of the positive feedback from the Women's Spring BreakAway Hockey Tournament and an update on the Peninsula Panthers winning the VIJHL championship series and placing 4th overall in the province. The Chair also informed

the commission that he would be attending the BCRPA Symposium May 4 and 5 in Whistler, along with Panorama staff Lorraine Brewster, Steven Freer and Lisa Sneek.

5. Presentations/Delegations: There were none.

6. Commission Business

6.1 First Quarter Statement of Operations

A. Sharp provided an overview of the report.

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

6.2 Strategic Plan

L. Brewster provided an overview of the report

Discussion ensued regarding changing the wording of point A4 on page 12 in view of the recent announcement of a multi-sport facility coming to Central Saanich. It was decided to keep the wording unchanged.

MOVED by Commissioner Orr, **SECONDED** by Vice-Chair Gartshore,
That the Peninsula Recreation Commission approve the final draft of the Panorama Strategic Plan — 2022-2026 as presented.

CARRIED

MOVED by Commissioner Paltiel, **SECONDED** by Commissioner McNeil-Smith,
That the Peninsula Recreation Commission approve Panorama staff to proceed with a media release April 29, 2022 regarding the adoption of the Panorama Strategic Plan — 2022-2026.

CARRIED

6.3 Jumpstart Multi Sport Court Update – Verbal

L. Brewster provided an overview of the May 18 Grand Opening plans.

Discussion ensued regarding:

- Approval of invitations being extended to the municipal and First Nations councils
- Consider hosting our own event in the future on a weekend

M. Curtis provided an overview of the Court facilities.

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

6.4 Jumpstart Multi Sport Court Program Delivery Update – Verbal

J. Gray provided an overview of the report.

Discussion ensued regarding:

- So far no parking issues – a lot of youth are walking or being bussed in by schools.
- No comparable facility in CRD — this is the first of it's kind in British Columbia.

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

7. New Business

7. 1 Changes to Fees and Charges Bylaw - Verbal

A. Sharp provided an overview of the changes.

MOVED by Commissioner Orr, **SECONDED** by Commissioner McNeil-Smith,
That the Peninsula Recreation Commission approve these changes for inclusion in the
2022/2023 Fees and Charges Bylaw for Panorama Recreation Services.

CARRIED

8. Adjournment

MOVED by Commissioner McNeil-Smith, **SECONDED** by Commissioner Paltiel,
That the meeting be adjourned at 7:00pm.

CARRIED

CHAIR

RECORDER

**REPORT TO PENINSULA RECREATION COMMISSION
MEETING OF THURSDAY, JUNE 16, 2022**

SUBJECT **2022 Capital Plan Amendment – Greenglade Playground Replacement**

ISSUE SUMMARY

To seek approval from the Capital Regional District (CRD) Board to amend the 2022 Capital Plan for the revised Greenglade Playground Replacement project.

BACKGROUND

At the September 23, 2021 Peninsula Recreation Commission meeting, the commission recommended the 2022-2026 5-Year Capital Plan be approved by the CRD Board. Included in the 2022 Capital Plan was funding for the replacement of the playground at Greenglade Community Centre.

On May 10, 2022, the Federal Minister of Employment and Social Development awarded Panorama Recreation a grant to install an accessible play structure, a sandbox, barrier-free flooring and other enhancements to the Greenglade Playground Replacement Project (Project No. 24-05).

An amendment to the 2022 capital plan is required to incorporate the grant into the existing \$250,000 Greenglade Playground Replacement Project budget, with no additional funds required from capital reserve or operating funds.

Below is a summary of the impacted project and requested budget revisions:

Project No.	Project	2022 Project Budget	Requested 2022 Revised Project Budget	Increase
24-05	Greenglade Playground Replacement	\$250,000	\$320,000	\$70,000

ALTERNATIVES

Alternative 1

The Peninsula Recreation Commission recommends to the Capital Regional District Board: That the 2022 Panorama Recreation Capital Plan be amended to increase the budget for the Greenglade Playground Replacement project by \$70,000 with the increase to be funded from the Enabling Accessibility Fund Grant.

Alternative 2

The Peninsula Recreation Commission not recommend these changes to the 2022 Capital Plan.

FINANCIAL IMPLICATIONS

Funding the increased capital spend is through the grant, and does not impact the capital reserve.

CONCLUSION

An amendment is required to the 2022-2026 5-Year Capital Plan to reflect the increased budget resulting from being awarded the grant, with no impact to the capital reserve.

RECOMMENDATION

The Peninsula Recreation Commission recommends to the Capital Regional District Board:
That the 2022 Panorama Recreation Capital Plan be amended to increase the budget for the Greenglade Playground Replacement project by \$70,000 with the increase to be funded from the Enabling Accessibility Fund Grant.

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

ATTACHMENT

Appendix A: Amended Panorama Recreation 2022 Capital Plan

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CAPITAL REGIONAL DISTRICT
5 YEAR CAPITAL PLAN
2022 - 2026

Project Number Project number format is "yy-##" "yy" is the last two digits of the year the project is planned to start. "##" is a numerical value. For example, 22-01 is a project planned to start in 2022. For projects in previous capital plans, use the same project numbers previously assigned.	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".	Carryforward from 2021 Input the carryforward amount from the 2021 capital plan that is remaining to be spent. Forecast this spending in 2022 to 2026.	Project Drivers Maintain Level of Service = Project maintains existing or improved level of service. Advance Board or Corporate Priority = Project is a Board or Corporate priority. Emergency = Project is required for health or safety reasons. Cost Benefit = Economic benefit to the organization. Other = Project is not driven by one of the other options provided.
Capital Expenditure 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	Total Project Budget Provide the total project budget, even if it extends beyond the 5 years of this capital plan.	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 Res = Reserve Fund STLoan = Short Term Loans WU = Water Utility If there is more than one funding source, use additional rows for the project.	Long-term Planning Master Plan / Servicing Plan = Plan that identifies new assets required to meet future needs. Asset Management Plan / Sustainable Service Delivery Plan = Integrated plan that identifies asset replacements based on level of service, criticality, condition, risk, replacement costs as well as external impacts. Replacement Plan = Plan that identifies asset replacements based primarily on asset age or asset material/type. Condition Assessment = Assessment that identifies asset replacements based on asset condition.
Capital Project Title Input title of project. For example "Asset Name - Roof Replacement", "Main Water Pipe Replacement".	Asset Class L - Land S - Engineering Structure B - Buildings V - Vehicles	Cost Estimate Class Class A (±10-15%) = Estimate based on final drawings and specifications; used to evaluate tenders. Class B (±15-25%) = Estimate based on investigations, studies or preliminary design; used for budget planning. Class C (±25-40%) = Estimate based on limited site information; used for program planning. Class D (±50%) = Estimate based on little/no site information; used for long-term planning.	

Service #: 1.44X
Service Name: Panorama Recreation

Project List and Budget														
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total	
15-01	Study	Inspection - asbestos inventory	Inspection - asbestos inventory	\$20,925	B	Cap	\$15,895	\$15,895	\$0	\$0	\$0	\$0	\$15,895	
17-04	Renewal	Dessicant dehumidifier for Ice Plant	Replace Dessicant dehumidifier/socks for Ice Plant due to aging	\$350,000	B	Cap	\$310,607	\$310,607	\$0	\$0	\$0	\$0	\$310,607	
17-08	Renewal	Arena concourse (lobby) roof	renew arena concourse (lobby) roof due to leakage	\$85,000	B	Cap	\$80,730	\$80,730	\$0	\$0	\$0	\$0	\$80,730	
18-02	New	Install Plant Maintenance SAP Program	Plant Maintenance SAP Program for PRC maintenance projects	\$150,000	E	Res	→	\$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	→	\$112,000	\$0	\$0	\$0	\$0	\$112,000	
18-09	Replacement	Replace Pool room HVAC Air handling Unit	Replace Pool room HVAC Air handling Unit due to end of life	\$50,000	B	Res	→	\$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	→	\$9,000	\$0	\$0	\$0	\$0	\$9,000	
19-09	Replacement	Replace Ice Resurfacer	Replace Ice Resurfacer	\$209,000	V	ERF	→	\$209,000	\$0	\$0	\$0	\$0	\$209,000	
19-15	New	Heat Recovery Plant	Construct heat recovery plant	\$2,453,000	B	Debt	→	\$1,753,000	\$0	\$0	\$0	\$0	\$1,753,000	
19-15	New	Heat Recovery Plant	Construct heat recovery plant		B	Grant	→	\$700,000	\$0	\$0	\$0	\$0	\$700,000	
20-09	Replacement	Replace Ice Resurfacer	Replace Ice Resurfacer	\$209,000	V	ERF	→	\$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	→	\$33,600	\$0	\$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	→	\$65,000	\$0	\$0	\$0	\$0	\$65,000	
	New	Level 3 Electric Vehicle charging station	Level 3 Electric car charging station in parking area		S	Grant	→	\$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	Cap	\$100,000	\$120,000	\$0	\$0	\$0	\$0	\$120,000	
21-06	Replacement	Vehicle Replacement (Club Car)	Replace Club Car due to end of life	\$20,000	V	ERF	→	\$20,000	\$0	\$0	\$0	\$0	\$20,000	
21-07	New	Multi-Purpose Sport Field	Multi-sport court and playground relocation	\$1,268,238	E	Grant	→	\$524,777	\$0	\$0	\$0	\$0	\$524,777	
	New				E	Grant	→	\$30,000	\$0	\$0	\$0	\$0	\$30,000	
	New				E	Cap	\$309,927	\$309,927	\$0	\$0	\$0	\$0	\$309,927	
22-01	Replacement	Replace Arena B rubber flooring	Replace Arena B rubber flooring due to end of life	\$110,000	B	Res	→	\$0	\$55,000	\$0	\$0	\$0	\$55,000	
	Replacement	Replace Arena B rubber flooring	Replace Arena B rubber flooring due to end of life	\$0	B	Grant	→	\$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	→	\$70,000	\$0	\$0	\$0	\$0	\$70,000	
22-05	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	\$459,000	E	ERF	→	\$459,000	\$0	\$0	\$0	\$0	\$459,000	
22-06	Replacement	Turnstiles	Replacement of turnstiles due to end of life and technology upgrades	\$150,000	E	ERF	→	\$150,000	\$0	\$0	\$0	\$0	\$150,000	
22-07	New	Assessability upgrades	Upgrade to doorways and washroom assessability	\$50,000	B	Grant	→	\$50,000	\$0	\$0	\$0	\$0	\$50,000	
22-08	New	Potential Land Acquisition	Potential Land Acquisition	\$10,000	L	Cap	→	\$10,000	\$0	\$0	\$0	\$0	\$10,000	
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	→	\$310,000	\$0	\$0	\$0	\$0	\$310,000	
	Renewal	LED Lighting - Arenas, Pool, GG, Parking lot & general facility	Change lighting in all areas to LED (other than Tennis bldg)		B	Grant	→	\$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	\$50,000	\$0	\$0	\$0	\$50,000	
23-06	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	\$150,500	E	ERF	→	\$0	\$253,832	\$0	\$0	\$0	\$253,832	
23-07	Replacement	Replace Chevrolet Passenger car	Replace Chevrolet Passenger car due to end of life	\$46,000	V	ERF	→	\$46,000	\$0	\$0	\$0	\$0	\$46,000	
23-08	Replacement	Replace Utility trailer	Replace Utility trailer due to end of life	\$15,000	V	ERF	→	\$0	\$15,000	\$0	\$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	\$11,000	\$0	\$0	\$0	\$11,000	

Service #: 1.44X

Service Name: Panorama Recreation

Project List and Budget													
Project Number	Capital Expenditure Type	Capital Project Title	Capital Project Description	Total Project Budget	Asset Class	Funding Source	Carryforward from 2021	2022	2023	2024	2025	2026	5 - Year Total
23-13	Replacement	Overhead Doors Olympia bay - auto	replacement of automatic overhead doors to ice resurfacers bay #2	\$20,000	B	Res		\$0	\$20,000	\$0	\$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	\$110,000	\$0	\$0	\$110,000
24-02	Replacement	Arena Lobby HVAC	Replace Arena Lobby HVAC due to end of life	\$30,000	E	ERF		\$0	\$0	\$30,000	\$0	\$0	\$30,000
24-04	Replacement	Refinish indoor tennis surface	Refinish indoor tennis surface due to end of life	\$26,000	B	Res		\$0	\$0	\$26,000	\$0	\$0	\$26,000
24-05	Replacement	Greenglade Playground	Replace Greenglade playground due to end of life	\$320,000	E	Res	←	\$250,000	\$0	\$0	\$0	\$0	\$250,000
24-05	Replacement	Greenglade Playground	Replace Greenglade playground due to end of life		E	Grant		\$70,000	\$0	\$0	\$0	\$0	\$70,000
24-06	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	\$324,525	E	ERF		\$0	\$0	\$274,172	\$0	\$0	\$274,172
24-07	Replacement	Overhead Doors Olympia bay - auto	replacement of automatic overhead doors to ice resurfacers bay #1	\$20,000	E	ERF		\$0	\$0	\$20,000	\$0	\$0	\$20,000
24-08	Renewal	Water supply system upgrade	upgrade water supply system	\$22,000	E	ERF		\$0	\$0	\$22,000	\$0	\$0	\$22,000
25-01	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	\$334,061	E	ERF		\$0	\$0	\$0	\$338,262	\$0	\$338,262
25-03	Renewal	Rebuild ice plant compressor	rebuild ice plant compressors #1 & #2	\$25	E	Res		\$0	\$0	\$0	\$25,000	\$0	\$25,000
25-04	Replacement	Replace lap pool heater	replacement of lap pool heater	\$50,000	E	Res		\$0	\$0	\$0	\$50,000	\$0	\$50,000
25-05	Replacement	Replacement of underwater lighting	Replacement of underwater lighting in pool	\$50,000	B	Res		\$0	\$0	\$0	\$50,000	\$0	\$50,000
25-06	Renewal	Re-tile pool	Re-tile pool	\$200,000	B	Res		\$0	\$0	\$0	\$200,000	\$0	\$200,000
25-07	Replacement	Replace heating system in tennis courts	Replace heating system in tennis courts	\$60,000	E	Res		\$0	\$0	\$0	\$60,000	\$0	\$60,000
25-09	Replacement	Phone system	upgrade main phone system	\$60,000	E	ERF		\$0	\$0	\$0	\$60,000	\$0	\$60,000
26-01	Replacement	Equipment Replacement (pooled)	Annual replacement of equipment in pooled account	\$344,430	E	ERF		\$0	\$0	\$0	\$0	\$345,630	\$345,630
26-02	Replacement	Replace Ford F250 4x4	Replace Ford F250 4x4 due to end of life	\$55,000	E	ERF		\$0	\$0	\$0	\$0	\$55,000	\$55,000
26-03	Replacement	Replace sound system in Areana A&B	Replace sound system in Areana A&B	\$32,000	E	ERF		\$0	\$0	\$0	\$0	\$32,000	\$32,000
26-04	Renewal	Building improvements	improvements to Arena A & B and pool areas	\$142,000	B	Res		\$0	\$0	\$0	\$0	\$142,000	\$142,000
26-05	Replacement	HVAC equipment replacement	HVAC equipment replacement link building, weight room, and courts	\$123,000	B	Res		\$0	\$0	\$0	\$0	\$123,000	\$123,000
26-06	Replacement	Replace diving board stands	Replace diving board stand due to end of life	\$20,000	B	Res		\$0	\$0	\$0	\$0	\$20,000	\$20,000
26-07	Replacement	Replace squash court floors	Replace squash court floors	\$20,000	B	Res		\$0	\$0	\$0	\$0	\$20,000	\$20,000
		Emergency repairs											\$0
		GRAND TOTAL		\$9,132,304			\$969,056	\$6,284,433	\$459,832	\$482,172	\$783,262	\$737,630	\$8,747,329