



**Minutes of a Meeting of the Peninsula Recreation Commission
Held Thursday, January 25, 2024, in the Panorama Boardroom
1885 Forest Park Drive, North Saanich BC**

Present:

Commissioners: P. DiBattista, S. Garnett, P. Jones, V. Kreiser, C. McNeil-Smith, P. Murray, N. Paltiel, R. Windsor

Staff: L. Brewster, Senior Manager; A. Sharp, Manager, Administrative Services; M. Curtis, Manager, Facilities & Operations; K. Beck, Manager, Program Services; D. Toso (recorder)

Regrets: K. Frost

The meeting was called to order at 6:00 pm

1. Territorial Acknowledgement

Commissioner DiBattista provided a territorial acknowledgement.

2. Election of Chair

L. Brewster called for nominations of the Chair of the Peninsula Recreation Commission for 2024-2025.

Commissioner Garnett nominated Commissioner Paltiel, who consented to the nomination.

L. Brewster called for nominations a second time.

Hearing no further nominations, Commissioner Paltiel was declared Chair of the Peninsula Recreation Commission by acclamation.

Chair Paltiel called for nominations of the Vice-Chair of the Peninsula Recreation Commission.

Commissioner Windsor nominated Commissioner DiBattista, who consented to the nomination.

Chair Paltiel called for nominations a second and a third time.

Hearing no further nominations, Chair Paltiel declared Commissioner DiBattista Vice-Chair of the Peninsula Recreation Commission by acclamation.

**Peninsula Recreation Commission Minutes
January 25, 2024**

3. Approval of Agenda

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

CARRIED

4. Adoption of Minutes of November 23, 2023

MOVED by Commissioner Garnett, **SECONDED** by Commissioner DiBattista,
That the minutes of the November 23, 2023 meeting be adopted.

CARRIED

5. Chair's Remarks: Chair Paltiel thanked the Commission for the honour of serving and welcomed new citizen appointee for North Saanich, Mr. Kreiser.

6. Presentations/Delegations: There were none.

7. Commission Business

7.1 Arena Programs and Services Report

K. Beck presented an overview of the report. Discussion ensued regarding:

- Accessibility has historically and will continue to be a consideration at Panorama however there has not been a formal accessibility audit. If there was an opportunity in the future to do an accessibility audit at involving multiple CRD recreation facilities, that would be useful information.
- 85% utilization during winter season indicates maximizing allocation to recurring user groups. Transition times for ice cleans, etc. make it difficult to push past 85% utilization.
- Dryfloor use does fluctuate based on demand. The cooling component of the energy recovery system and dehumidifier may help make the space more inviting to users during warmer summer months.
- Skate shop location and lobby configuration limit staff presence and visibility onto the sheets.
- Staff will be coming back to the Commission with multiple considerations for discussion and review, as well as a staff report to start the process with the arena renovation design.

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

7.2 2023 Operating Surplus

A. Sharp provided an overview of the report. Discussion ensued regarding:

- Estimated surplus is \$100,000.
- Guidelines for capital reserves are based on a formula and include future replacement costs for new assets.
- Historically, \$396,000 have been added to the equipment replacement fund through budget, this year that amount will increase to \$403,000.

Peninsula Recreation Commission Minutes
January 25, 2024

- Both the sport box and heat recovery projects will be funded through debt rather than capital.

MOVED by Commissioner Windsor, **SECONDED** by Commissioner McNeil-Smith,
That the Peninsula Recreation Commission approve the transfer of 100% of the 2023 operating surplus to the equipment replacement fund.

CARRIED

MOVED by Commissioner Murray, **SECONDED** by Commissioner McNeil-Smith,
That staff consider the practice of separating new and replacement budget line items for future budget preparation and report back to the Commission.

CARRIED

7.3 Facility Rental Fee Adjustment Requests

K. Beck provided an overview of the report, adding another request from the Piranhas Swim Club for a waiving or 50% reduction of fees for monthly boardroom rental in the amount of \$350 for full waiver, \$175 for 50% reduction. Discussion ensued regarding:

- Precedent for groups requesting waivers; implications for other non-profit groups.
- The requests come to the Commission quarterly and amounts are generally less than 10K per year.
- Non-profit status is a consideration but not a parameter. In Her Court, in partnership with the school district, aims to engage young women in school in healthy recreation and sport at no cost.

MOVED by Commissioner DiBattista, **SECONDED** by Commissioner Kreiser,
That the Peninsula Recreation Commission approve waiving facility rental fees for In Her Court, as outlined in Table 1, for one year.

CARRIED

MOVED by Commissioner Murray, **SECONDED** by Commissioner Windsor,
That the Peninsula Recreation Commission approve waiving facility rental fees for Peninsula Tennis Club, as outlined in Table 1, for one year.

CARRIED

MOVED by Commissioner McNeil-Smith, **SECONDED** by Commissioner DiBattista,
That the Peninsula Recreation Commission not approve waiving facility rental fees for South Island Tennis League as outlined in Table 1.

CARRIED

MOVED by Commissioner Windsor, **SECONDED** by Commissioner Jones,
That the Peninsula Recreation Commission approve waiving facility rental fees for Piranhas Swim Club monthly board meetings for one year.

CARRIED

Commissioner Kreiser OPPOSED

Peninsula Recreation Commission Minutes
January 25, 2024

MOVED by Commissioner Kreiser, **SECONDED** by Commissioner Windsor,
That the Peninsula Recreation Commission review the facility rental fee waiver policy for 2025.

CARRIED

7.4 Centennial Multi-Sport Box – Verbal

M. Curtis provided an update on the project:

- The invitation to tender for the supply and install of the sport box cover is posted on BC Bid. The competition closes February 5; review and award will follow that.
- Project timelines for tendering for the remaining civil works and board systems is around mid-April but staff will try to push that up as quickly as possible.
- Rendering and elevations were shared.

Discussion ensued regarding:

- Glazing, asphalt surface, using District of Central Saanich's arborist.
- Timeline to break ground is August.
- CRD First Nations Relations team will be working with local First Nations regarding ground disturbance as well as potential partnership opportunities for the project.

7.5 Heat Recovery Project – Verbal

M. Curtis provided an update on the project:

- RFP for final design closes February 8th. Although initially sole sourced, the design and costs associated with pursuing BC Hydro and FortisBC grants pushed it over the sole source threshold.
- The invitation to tender for the supply and install of the dehumidifier is posted and closes January 30th. Site meeting attendance indicates we may receive multiple bids.

7.6 Peninsula Recreation Commission Meeting Dates for 2024

MOVED by Commissioner Murray, **SECONDED** by Commissioner DiBattista,
That the Peninsula Recreation Commission go forward with the meeting dates for 2024.

7.7 North Saanich Council Resolution #503 - Regional Pickleball Courts

Discussion ensued regarding:

- Lack of space in North Saanich, council feels the approach should be regional.
- Pickleball strategy for the Peninsula was identified as a part of Panorama's Strategic Plan.
- Pickleball fits in with the upcoming needs assessment for a regional approach to recreation facilities and services on the Peninsula.
- Four Pickleball courts will be available at the new Centennial Sport Box.

Peninsula Recreation Commission Minutes
January 25, 2024

MOVED by Commissioner DiBattista, **SECONDED** by Commissioner Kreiser,
That this letter be referred to the process when the Peninsula Recreation Commission
reviews recreation facilities and services across the Peninsula.

CARRIED

8. New Business: There was none.

9. Adjournment

MOVED by Commissioner Windsor, **SECONDED** by Commissioner Garnett,
That the meeting be adjourned at 7:25 pm.

CARRIED

CHAIR

RECORDER