



**Minutes of a Meeting of the Peninsula Recreation Commission
Held Thursday, June 27, 2024, in the Panorama Boardroom
1885 Forest Park Drive, North Saanich BC**

PRESENT

COMMISSIONERS: N. Paltiel (Chair), P. DiBattista (Vice Chair), K. Frost; S. Garnett, V. Kreiser, C. McNeil-Smith, P. Murray, S. Riddell for R. Windsor

STAFF: Luisa Jones, General Manager, Parks, Recreation & Environmental Services; K. Beck, Acting Senior Manager; Liz Gregg, Manager, Facilities & Operations; K. Say, Acting Manager, Program Services; H. Nawroth, Racquet Sports Coordinator; D. Toso (recorder)

GUESTS: C. Culham, Chief Administrative Officer, District of Central Saanich; Cindy Barton, Peninsula Community Pickleball Club (PCPC) President

Regrets: Commissioner Windsor; Commissioner Jones; L. Brewster, Senior Manager

The meeting was called to order at 6:00 pm

1. Territorial Acknowledgement

Commissioner DiBattista provided a territorial acknowledgement.

2. Approval of Agenda

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

CARRIED

3. Adoption of Minutes of May 23, 2024

MOVED by Commissioner DiBattista, **SECONDED** by Commissioner Riddell,
That the minutes of the May 23, 2024 meeting be adopted.

CARRIED

4. Chair's Remarks:

5. Presentations/Delegations: Peninsula Community Pickleball Club

C. Culham entered the meeting at 6:05 pm

C. Barton spoke to Item 5. Discussion ensued regarding:

- Fees: \$30 annual membership plus \$6/2 hours to reserve a court.
- Registered not for profit organization.
- Committed to raising capital to contribute to infrastructure.

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- Down nine courts in the area in the last few months, including those referred to by the School District as being deferred to the Peninsula Recreation Commission for a Recreation Facility Needs Assessment Study
- Commission recommends PCPC follow up with School District to ask that courts be made available for this summer as the Needs Assessment Study is anticipated to be completed early next year and not intended to be to the detriment of any one group.

MOVED by Commissioner McNeil-Smith, **SECONDED** by Commissioner Garnett,
That agenda item 6.5 be moved to 6.1.

CARRIED

6. Commission Business

6.1 Needs Assessment Study – Verbal Report

K. Beck provided the following overview:

- The Study originated with a motion by the Commission in March of 2023.
- Updated timeline for the study; potential delay points and plans to mitigate; the CRD service planning and budget cycle.
- The RFP had one application from a strong proponent, the evaluation process will be completed and once the contract is awarded, Phase One will begin.

Discussion ensued regarding:

- Complexity of Study may have limited qualified RFP applicants.
- Steering Committee comprised of CAOs from the three municipalities and School District staff. No response from the Nations yet.

The report was received for information.

6.2 Centennial Park Multi Sport Box – Verbal Report

L. Gregg provided an update on the following:

- Roof structure is expected on September 1 and came in under budget at \$2 million. Expect completion of the roof portion by end of November.
- Tender is out now for the rest of the construction, anticipated to begin in August, with expected completion of the Sport Box by the end of December 2024.
- The project is currently on budget.

Discussion ensued regarding:

- The design team has considered the wall height of Burnaby, Delta and Nanaimo projects and determined the wall height will be 4.8 meters off the ground, significantly lower than Nanaimo.
- Colour of structure will be dark charcoal at the corners and ash grey in the middle. Colour of flooring not chosen yet
- Ideally the dark charcoal would be the backdrop for a First Nations art installation.

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- The box will have space for up to four pickleball courts.

The report was received for information.

6.3 Maintenance Report

L. Gregg provided an overview of the report. Discussion ensued regarding:

- Of the \$1.9 million to complete, \$600K is for contingency and design costs.
- Heat pump for Greenglade can be installed quickly.
- Investment with a 6-year return is good on energy and financial levels.

The report was received for information.

6.4 Arena Improvement Project Update

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

- Strategic timeline aligning with service plan and budget cycle.
- \$3 million is allocated in the 2028 Capital Plan for this project.
- Commission would like to view the current dressing room when concept drawings come back to the table.

MOVED by Commissioner Kreiser, **SECONDED** by Commissioner Murray,
That staff be directed to initiate dialogue with arena stakeholders and engage a consultant to provide design options and preliminary cost estimates for the Arena Improvement Project.

CARRIED

6.5 Program Services Mid-Year Report

K. Say provided an overview of the report. Discussion ensued regarding:

- Course utilization for registered programs is across all facilities.
- Capacity for future growth of registered programs to come in future program services report. Staff are also working on developing tools to track and report on capacity and requests for all facility spaces.
- The Aquatics Coordinator, Martin Henderson, was acknowledged by staff for delivering the advanced aquatics classes while managing his administrative workload. The amount of work, flexibility and commitment he has demonstrated has brought aquatics staffing to this point.
- Using Martin as an example of increased efforts, the Commission would like to formally acknowledge all staff for their continued hard work.

MOVED by Commissioner Garnett, **SECONDED** by Chair Paltiel,
That a letter of appreciation be sent to staff from the Commission.

CARRIED

6.6 Staffing Update

K. Beck provided an update on the following:

- Senior Manager, Lorraine Brewster, is expected to return to work in early September so acting positions will remain in place for the summer.
- The Manager of Administrative Services position has been posted, interviews are scheduled for next week and staff is hoping to make an offer the following week.

The report was received for information.

6.7 Motion to Close the Meeting

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

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

L. Gregg, H. Nawroth and K. Say left the meeting at 7:09 pm

The Peninsula Recreation Commission moved to the closed session at 7:09 pm.

7. Rise and Report

The Peninsula Recreation Commission rose from the closed session at 8:34 pm and reported:

The Peninsula Recreation Commission supports exploring recreation facilities in the District of Central Saanich.

8. New Business: There was none.

9. Adjournment

MOVED by Commissioner DiBattista, **SECONDED** by Commissioner Frost,
That the meeting be adjourned at 8:35 pm.

CARRIED

CHAIR

RECORDER