Minutes of a Meeting of the Peninsula Recreation Commission
Held Thursday, May 22, 2025, in the Panorama Boardroom
1885 Forest Park Drive, North Saanich BC

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

STAFF: S. Meikle, Senior Manager; K. Beck, Manager, Program Services; S. Davis, Manager, Administrative Services; Liz Gregg, Manager, Facilities & Operations; D. Toso, Administrative Secretary (Recorder)

EP – Electronic Participation

Regrets: Commissioner Jones, Commissioner McNeil-Smith, Commissioner Paltiel, Commissioner Windsor

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

CARRIED

3. Adoption of Minutes of April 24, 2025

MOVED by Commissioner Rintoul, **SECONDED** by Commissioner Garnett,
That the minutes of the April 24, 2025 meeting be adopted.

CARRIED

4. **Chair's Remarks:** There were none.

5. **Presentations/Delegations:** There were none.

6. Commission Business

6.1 Financial Statement of Operations - First Quarter of 2025

S. Davis spoke to Item 6.1. Discussion ensued regarding:

- The increase in supplies is related to paper products, software licenses and, to a lesser degree, annual pool maintenance.

This report was received for information.

6.2 Revised Policy: Facility Allocation

K. Beck spoke to Item 6.2. Discussion ensued regarding:

- Assistance will be available for user groups who cannot apply through the website.
- Accommodating new and underserved user groups – some examples could be added to the policy. Weekly hours of facility time allotted relative to number of group members and similar calculations will be considered; however, flexibility for staff is required for fair and equitable allocation during negotiations
- SD 63 school groups are prioritized the same as resident youth groups during non-school hours.
- Forums with user groups to allocate seasonal recurring rentals at the Multi Sport Box will be held to promote mutual understanding.
- Being past the beginning of ice allocation, the current process will be honoured for the coming season, giving user groups time to adjust for next season.
- A variety of regional and provincial allocation policies were used to inform the revisions. Not all centres in the Greater Victoria area have policies in place, so direct comparisons were not universally available; however, staff is confident that allocation practices are universal in the broader region.

K. Frost entered the meeting at 6:20 pm.

- “Maximum permissible duration” of 1.5 hours during for prime time and 2 hours during non-prime time is defined in writing as part of the intake process.
- Clarify language stating that recurring rentals by individuals will be allocated with the same priority as organized adult groups.
- Reword bullet 3 under Definitions for clarity, e.g. “no more than” rather than "up to.”
- Reword “dictate.”
- How would we handle another minor hockey group? Negotiation, discussion and potentially a decision that comes to the commission.
- “Private individuals” could become “single individuals” for clarity.
- Balancing turnaround times for contract requirements, such as insurance, signatures and payment, with short-notice requests.

MOVED by Commissioner Murray**, SECONDED** by Commissioner Garnett**,**
That the main motion be amended by adding the words “with the amendments as noted in the minutes” after the word “approved.”

The question was called on the main motion as amended:
That the revised facility allocation policy be approved with the amendments as noted in the minutes.

CARRIED

6.3 Motion to Close the Meeting

MOVED by Commissioner Garnett**, SECONDED** by Commissioner Murray**,**
That the meeting be closed for proposed service in accordance with Section (90)(1)(k) of the Community Charter. [2 items]

CARRIED

7. **Rise and Report:** The Commission rose from closed session at 7:47pm without report**.**

8. **New Business:** There was none.

9. **Adjournment**

MOVED by Commissioner Murray, **SECONDED** by Commissioner Rintoul,
That the meeting be adjourned at 7:47pm.

CARRIED

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CHAIR

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RECORDER