



**DRAFT Minutes of a Meeting of the Peninsula Recreation Commission
Held Thursday, August 28, 2025, in the Panorama Boardroom
1885 Forest Park Drive, North Saanich BC**

PRESENT

COMMISSIONERS: N. Paltiel (Chair), P. DiBattista, K. Frost; S. Garnett, V. Kreiser, 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; Nelson Chan, CFO General Manager Finance and Tech (EP); Rory Tooke, Acting General Manager, Parks, Recreation & Environmental Services; D. Toso, Administrative Secretary (Recorder)

Guests: Megan Turnock, Principal, Lees & Associates (EP)

EP – Electronic Participation

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

The meeting was called to order at 6:00 pm.

1. Territorial Acknowledgement

Commissioner Rintoul provided a territorial acknowledgement.

2. Approval of Agenda

MOVED by Commissioner DiBattista, **SECONDED** by Commissioner Frost,
That the agenda be approved as circulated.

CARRIED

3. Adoption of Minutes of May 22, 2025

MOVED by Commissioner DiBattista, **SECONDED** by Commissioner Garnett,
That the minutes of the May 22, 2025 meeting be adopted.

CARRIED

4. Chair's Remarks: The chair has been impressed with the goings on with staff at the facility over the busy summer months and great to see the progress on Centennial Park Sport Box, which opens on Sept 2. The Commission would like to book a walk through early next week.

5. Presentations/Delegations: Roger Graves from the Greater Victoria Pickleball Association introduced himself and the association and gave an overview: 990 members, 30-40 certified instructors, and have added 40-50 new members in the last week due to space opening up at the new Sport Box. The Association runs instructional programs and tournaments,

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running 200 programs in 5 different locations throughout GVA over the next 9 months. Access to instructional programs and tournament play are major draws for members. The Association is working with municipalities to ensure facilities meet need. Recently trained 600 elementary kids with the help of grant funding. SPPA amalgamated with GVPA in February. Members are distributed roughly as follows: 300 in Victoria, 300 in Saanich, 150 in West Shore and 150 on the peninsula.

Christine Culham entered the meeting at 6:06 pm

6. Commission Business

6.1 Summary of the Sub-Regional Recreation Facility Needs Assessment

S. Meikle spoke to Item 6.1.

- Common strategic themes reinforced those identified in previous studies and assessments.
- Focus and purpose of the project was to gain a better understanding of the current and future recreation needs of the residents across the Saanich Peninsula. There were concurrent projects underway that were out of scope, which the consultants were limited in their ability to comment on.
- Demographics helped us understand our customer base.
- Engagement included 300 participants in a statistically valid phone survey, generally representing community members who are non-users whereas online respondents represented mainly users.
- Barriers – reinforced those identified earlier, including travel/distance, accessibility, desire for social gathering spaces and connection to outdoor spaces, challenges registering due to waitlists and high demand at peak times.
- Benchmarking against similar demographics and governance structures.
- Short-term recommendations include analysis on how to use current Panorama spaces more efficiently, incentivize non-peak time use, review and update facility allocation policy, enhance partnerships with SD63 for gym use, update the arena complex, explore resourcing and bylaw requirements for operating fields and ball diamonds.
- Long-term recommendations include adding weight room/fitness space when considering new recreation spaces, adding a full or double gymnasium, continue tracking demand and population growth when assessing expansion options, explore partnerships for new ice sheets underway in the region, explore coordinated location and booking of new sport courts in the sub-region.
- The Steering Committee suggest moving the following recommendation from short to long-term: explore a future location near Brentwood Bay in Central Saanich.

Discussion ensued regarding:

- Population data from 2021 differs from census – likely due to inclusion of First Nations in the consultant report but Lees will review and report back.
- Report indicates a 4% growth rate over the previous 5 years but estimates a 15-year increase of 19% - Lees will review and report back.
- The estimate of 2,400 to 3,000 in growth for each municipality, seems unlikely to be reached in the district of North Saanich – the impact cannot be known at this point. Ongoing monitoring and revisiting actual growth is good practice.

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- The overlap of the new multi-sport box and gymnasiums relates to its covered floor space with court lines, similar to what you might find in a gymnasium.
- Statistically valid survey: the focus was on matching the demographics as closely as possible. 100 per municipality comes down to cost, but 300 for the sub-region is above the standard 200 per community.
- Travel was identified as a barrier to use 1% of the time.
- User group survey had a lower response rate than desired but feedback from staff included what staff were hearing from user groups.
- If the Peninsula Baseball Softball Association was not included in engagement, it was an oversight as the consultant worked with staff to get the list as complete as possible.
- Pg. 15 in appendix under 2.6 Accessibility Committee: change “to see where they are” to something like “to determine where they are.”
- Thank staff and consultants for all the work done to bring this together.
- Further analysis of arena upgrades to come to the Commission.
- The revised Facility Allocation policy prioritizes peninsula user groups to ensure access for residents, except in cases of underrepresented groups.
- Junior B hockey is now Junior A – should be updated in the report.
- Pg. 19 – note that 2015 CPRA data is being updated.
- There’s work for staff to do and strategize, including investigating mechanisms to incentivize use during non-prime time hours.
- Partnership opportunity to build a gym with a SD63 school may present itself. SD63 is undertaking a long-term asset management plan now. SD63 was represented on the Steering Committee.
- PRC’s role as coordinator for new facilities – as will all recommendations, staff would provide further analysis and recommendations for Commission consideration.
- North Saanich and Sidney are comfortable with their current outdoor facility operations.
- Steering Committee was comprised of senior staff from Panorama, the CAOs from each municipality, and the Director of Facilities, SD63.
- The consultants generated a list of recommendations based on their analysis of engagement, benchmarking and best practices. The Steering Committee reviewed the recommendations.
- Various indicators, best practices and consultants’ experience were consolidated to arrive at recommendations suited for the community being assessed. No one indicator or trend can drive a recommendation.
- Outdoor pools were out of scope.
- Private vs public sector service delivery was considered. Public sector recreation service delivery is encouraged to provide options for those who have barriers to private sector service providers.
- Gymnasiums can be programmed all day with diverse offerings, which you don’t get with a school gym.

Phil DiBattista left the meeting at 7:03 pm

- Recommendations are quite open and flexible. Needs have been identified, how we get there is open to future deliberation by the Commission.

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- Encouraging to see how well we are doing – important to recognize and remember that.
- In the report, short-term is defined as 1-5 years; long term is beyond 5 years.
- 3 pool lanes based on purely data and benchmarking.
- Pickleball per capita data did not include the Multi-Sport Box nor were they adjusted based on demographics. Note that its impact on ability to meet demand should be tracked as part of future planning.
- Master plan for our facility – DNS intended use for the library – any benefit to co-locating? NOM
- Pg 15 of the ppt. short-term recommendation: change “explore facilities” to “identify.”

MOVED by Commissioner Kreiser, **SECONDED** by Commissioner Riddell, That staff be directed to write to the District of North Saanich on behalf of the Peninsula Recreation Commission expressing interest in an update on any resolution towards the future use of municipal pickleball facilities and the status of the library lands located north-west of Panorama Recreation.

CARRIED

- Final budget for consultants \$110,000
- CRD has best-practice guidelines on operating and capital reserves. Staff will prepare a PRC Scorecard
- Future decisions will include impact to requisition.
- Any decision around repurposing an indoor tennis court at Panorama for pickleball use would be brought back to Commission.

This report was received for information.

6.2 Opportunity for Community Recreation Space within the District of Central Saanich Municipal Facility Redevelopment Project - Verbal

S. Meikle spoke to Item 6.2.

- This initiative stems from long-standing efforts to expand recreation services in the southern peninsula, supported by both the 2019 Central Saanich Needs Assessment and the 2022–2026 Panorama Recreation Strategic Plan.
- These documents highlight a clear need for indoor community space in Central Saanich, particularly around Brentwood Bay.
- In 2024, the District of Central Saanich approached the Peninsula Recreation Commission to explore a partnership.
- PRC has undertaken a Facility Needs Assessment through 2024/25 – the recommendations of the FNA support the need for community recreation space in Central Saanich and closer to Brentwood Bay while also recommending the need for:
 - Weight room and fitness space
 - Multi-purpose space
 - Accessibility
 - Co-location of recreation facilities within larger development projects

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- PRC has supported ongoing discussions and concept development with DCS staff and their architectural consultants over the last year.
- The redevelopment project includes multiple options.
- Only Option 2, at the Hovey Road site, proposes dedicated recreation space. This concept includes:
 - 10,000 sq. ft. of recreation space on Level 1
 - Municipal offices on Level 2
 - Council chambers on Level 3
 - Parking (underground/surface) to be finalized

M. Turnock left the meeting at 7:23 pm

- The recreation area could host:
 - A weight room and fitness/dance studio
 - Pottery and art spaces
 - Multi-purpose rooms for after-school care, camps, and general programming
 - Preliminary cost estimates for adding recreation space are:
 - \$10.2 million for base building and design
 - With contingency and parking, total estimated cost is roughly \$15 million
 - The shared ownership model requires further consideration. Specifically, there are legislated restrictions on borrowing to provide assistance, and the Municipal Finance Authority has no precedent for financing a project where a Regional District has stratified a property with another local government. As a result, the most viable option would likely be to structure a lease agreement with rents recovering the debt-financing costs.
 - Further information and analysis on the financial considerations would need to be completed if the Commission were to provide direction to move ahead on the opportunity to share space with the District of Central Saanich.
- Next steps: Currently, this remains a District-led initiative.
- A written staff report with operating budget and service delivery impacts will be presented to Commission at the September 18th meeting.
- If PRC wishes to explore shared use, further analysis would be required to determine:
 - Legal mechanisms and/or models for shared ownership & financing
 - Refined cost estimates and an options analysis of other potential sites.
- This is an opportunity to address recreation needs in Central Saanich.
- While the District is leading the charge, collaboration could enhance regional access and impact.
- At this stage, the report is for information only, and no decisions are being requested. However, Commission deliberations aimed towards a decision on whether to proceed with this project are scheduled for the September 18th PRC meeting.
 - Discussion ensued regarding:
 - The inability to borrow for the purposes of assets that are not owned by the CRD.
 - Consider implementing a facility improvement fee.
 - Note to Central Saanich that including recreation impacts ability to raise amenity cost charges.

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- The Hovey road location is closer to the Brentwood community; further analysis may be needed for the Keating community.
- Conceptual designs are available on DCS website and will come with report to PRC in September, which aligns with DCS council meeting in October.
- DCS needs confirmation of intent from PRC for decision in October
- DCS remains open to all forms of tenure to support a partnership with PRC for recreation space at the Hovey Rd site.
- More time to review the written staff report on the proposed initiative is desired.

MOVED by Commissioner Riddell, SECONDED by Commissioner Frost,
To call a special meeting for the first week of October at a time convenient to staff in collaboration with the Chair for decision on the proposed recreation space in the District of Central Saanich Municipal Redevelopment project.

CARRIED

V. Kreiser left the meeting at 7:49 pm.
C. Culham left the meeting at 7:50 pm.

7. New Business:

a. Centennial Park Multi Sport Box Update – K. Beck

- The Sport Box will be opening on Tuesday, September 2
- Facility hours are Monday to Sunday 7am to 10pm, and it will be available to public when not booked by groups or programs
- Signage will indicate that booked groups have priority
- The facility is booked by recurring users approximately 50 hours a week, so there is still a fair bit of time available for single occurrence bookings and general community use
- There are weekly recurring bookings from lacrosse, ball hockey, pickleball, roller derby and roller skating
- 50% of the booked times are by lacrosse groups, 25% pickleball and the rest is distributed across other sports and programs.
- Staff were able to accommodate approximately 85% of the request with no conflicts, while 15% of the requests overlapped with 2 or more groups and required adjustments. Weekday evenings and weekends are already in high demand.
- Generally pickleball and lacrosse requests complimented each other well, with the majority of lacrosse being evenings and weekends, and pickleball being weekday, daytime.

V. Kreiser returned to the meeting at 7:51 pm.

b. Pride Flag Display – S. Meikle

In June, staff put together a Pride display similar to the one at the Sidney Museum showing various Pride flags with their definitions. Based on feedback from some parents, the definitions were replaced with QR codes linking to a UBC site with an explanation of the meaning of each flag. Concerns persisted from some parents, particularly one who has a history of being vocal in a discriminatory fashion toward that community. Staff have set a process in place for future displays to be vetted by CRD before being posted. Education and awareness continue to be the goal.

c. Walkthrough of the arena facility to follow tonight's meeting.

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8. Adjournment

MOVED by Commissioner Rintoul, **SECONDED** by Commissioner Riddell,
That the meeting be adjourned at 7:55pm.

CARRIED

CHAIR

RECORDER

DRAFT