



Minutes of a Meeting of the Peninsula Recreation Commission held Thursday, October 2, 2025, in the Greenglade Room 6, 2151 Lannon Way, Sidney BC

PRESENT

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

STAFF: L. Jones, General Manager, Parks, Recreation and Environmental Services; K. Morley, Corporate Officer/General Manager, Corporate Services; K. Beck, Manager, Program Services; S. Davis, Manager, Administrative Services Panorama; L. Gregg, Manager, Facilities & Operations; M. Medland, Senior Financial Advisor; S. Meikle, Senior Manager, Panorama Recreation; S. Orr, Senior Committee Clerk (Recorder)

Guests: C. Culham, Chief Administrative Officer, District of Central Saanich; F. Pimental, Deputy Director of Finance, District of Central Saanich; C.J. Rupp, Consultant, HCMA Architects Consulting

The meeting was called to order at 6:03 pm.

1. Territorial Acknowledgement

Commissioner McNeil-Smith provided a Territorial Acknowledgement.

2. Approval of Agenda

MOVED by Commissioner McNeil-Smith, SECONDED by Commissioner Frost,
That the agenda for the Peninsula Recreation Commission meeting of October 2, 2025 be approved.
CARRIED

3. Adoption of Minutes of September 18, 2025

MOVED by Commissioner Garnett, SECONDED by Commissioner McNeil-Smith,
That the minutes of the Peninsula Recreation Commission meeting of September 18, 2025 be adopted as circulated.
CARRIED

4. Chair's Remarks

There were no Chair's remarks.

5. Presentations/Delegations.

5.1. District of Central Saanich

C. Culham, District of Central Saanich, presented and discussed the proposed Civic Facilities Redevelopment Partnership Project, emphasizing the integration of municipal recreation facilities, community engagement results, and the partnership structure between the Central Saanich and the Capital Regional District.

Discussion ensued regarding:

- data related to statistically significant survey, and the 'what we heard' report outlining that the recreation space reflects the residents wants
- C. Culham will circulate the survey results and 'what we heard' report to the Commission
- community engagement approach utilizing unaddressed direct mail distribution
- clarification of the types and uses of space as identified in the needs assessment conducted by Central Saanich

6. Commission Business

6.1. 2026 Budget Review and Approval Process – Panorama Recreation

L. Jones and S. Davis spoke to Item 6.1.

Discussion ensued regarding:

- update on current and projected legal costs
- that the financial support for the Master Plan is sourced from the operating reserves
- anticipated risks related to projected revenue
- feasibility and costs associated with the operation and maintenance of a saltwater pool
- assessment of the financial implications of the Arena Accessibility and Central Saanich Recreation Facility projects, specifically in relation to debt servicing obligations and overall budget impact
- clarification that the planning phase of the proposed Central Saanich Recreation Facility is funded through capital reserves, with the remaining project costs to be financed through debt.
- impact of estimated costs of wages and salaries
- future policy discussion related to user fee levies
- arena projects currently planned or underway
- funding sources for capital reserves
- signage replacement budget increase to ensure alignment with strategic priorities related to accessibility, cultural representation, and inclusion
- fee structure and associated revenues in relation to the objectives and offerings of recreational programs and services

**MOVED by Commissioner Murray, SECONDED by Commissioner Windsor,
That Appendix A, Operating & Capital Budget 2026-2030 – Panorama Recreation, be approved
as presented and form the basis of the Provisional 2026-2030 Financial Plan.
CARRIED**

6.2. Arena Accessibility Improvement Project Revised Scope Proposal

S. Meikle spoke to Item 6.2.

Discussion ensued regarding:

- revised project scope with a focus on the priority components of the overall project
- clarification of the construction timeline, including consideration of whether the work will proceed concurrently or be implemented through a phased approach
- impact on staffing and patrons during improvements
- timeline of other current and future projects under the capital plan
- clarification of the expected timeline for reporting back to the Commission regarding the detailed design phase
- consultation process undertaken with user groups to identify needs and preferences related to accessibility and inclusion
- feasibility of incorporating designated spaces, such as changerooms for junior hockey teams
- alignment of sub-component projects and their timing with the approved budget
- staffing capacity challenges associated with the planning and implementation of these projects

MOVED by Commissioner Murray, SECONDED by Commissioner Windsor,

1. That the Peninsula Recreation Commission:

- a. endorses the revised project scope as presented in this report for the arena improvements;**
- b. directs staff to engage consultants to conduct further analysis including detailed design with engineering and structural assessments, and revised cost estimates based on new project timing, and report back to the PRC; and**
- c. directs staff to explore funding options including levies, partnerships and grant opportunities as funding options for the addition of a Junior Team changeroom off Arena B, and report back to the PRC.**

CARRIED

MOVED by Commissioner McNeil-Smith, SECONDED by Commissioner Windsor,

2. That the Peninsula Recreation Commission recommends to the Capital Regional District Board: That the five-year capital plan be amended to remove the arena improvement project.

MOVED by Commissioner McNeil-Smith, SECONDED by Commissioner Windsor,

That the main motion be amended by striking out the words “to remove the arena improvement project” and inserting the words “to update the project costs and that the arena capital plan in 2027 be debt financed up to 7.1 million and that the detailed design work commence as soon as possible.”

CARRIED

The question was called on the main motion as amended:

That the Peninsula Recreation Commission recommends to the Capital Regional District Board:

2. That the five-year capital plan be amended to update the project costs and that the arena capital plan in 2027 be debt financed up to 7.1 million and that the detailed design work commence as soon as possible.

CARRIED

6.3. Peninsula Recreation Facility in Central Saanich – For Decision

S. Meikle spoke to Item 6.3.

MOVED by Commissioner McNeil-Smith, SECONDED by Commissioner Windsor,

That the meeting be extended past the 3 hour scheduled time.

CARRIED

Discussion ensued regarding:

- projected costs of public engagement ahead of an alternate approval process
- borrowing and loan authorization options and processes
- clarification of the electoral approval options and processes
- consideration of including a referendum question in the upcoming municipal election
- if a referendum is selected and conducted during the October 2026 municipal election, the procedural timeline would be as follows:
 - post-election compilation of results
 - convening of the Capital Regional District (CRD) Board to adopt the bylaw
 - observance of a mandatory one-month waiting period prior to initiating borrowing
 - anticipated availability of funds in early 2027
- financial impact of borrowing options; 15 years vs 30 years amortization rates
- potential grant opportunities applicable to the project
- whether asset ownership as a determining factor in eligibility for loans and grants
- programming to ensure alignment with community demographics and intended use of the space
- proposed building design footprint
- next steps in the project
- partnership agreements between the District of Central Saanich and the CRD

MOVED by Commissioner Windsor, SECONDED by Commissioner DiBattista,

That the Peninsula Recreation Commission recommends to the Capital Regional District Board:

- 1. That the five-year Peninsula Recreation Capital Plan be amended to include the Peninsula Recreation Facility in Central Saanich project including \$1 million from Capital Reserves and an additional \$14.2 million, to be scheduled as outlined in this staff report;**
- 2. That staff engages in discussions with District of Central Saanich staff to develop a partnership agreement, including roles and responsibilities pre, during, and post construction stages;**
- 3. That a draft of such an agreement and an updated project budget be brought back to the Peninsula Recreation Commission for consideration; and**
- 4. That following an agreement approval, staff engage in further design to update the budget for a loan authorization bylaw recommendation to be considered by the Peninsula Recreation Commission.**

CARRIED

7. New Business

There was no new business

8. Adjournment

MOVED by Commissioner Windsor, SECONDED by Commissioner DiBattista,

That the Peninsula Recreation Commission meeting of October 2, 2025 be adjourned at 9:18 pm.

CARRIED

CHAIR

RECORDER

DRAFT