



**DRAFT Minutes of a Meeting of the Peninsula Recreation Commission
Held Thursday, November 27, 2025, 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, C. Stock (for P. Jones)

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

Regrets: Commissioner Jones, Commissioner Murray, Commissioner Windsor

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

1. Territorial Acknowledgement

Commissioner Frost provided a territorial acknowledgement.

2. Approval of Agenda

MOVED by Commissioner Frost, **SECONDED** by Commissioner Kreiser,
That the agenda be approved as amended to include New Business Item 7.1 First Nations Representation and update the year for the next meeting date to 2026.

CARRIED

3. Adoption of Minutes of October 23, 2025

MOVED by Commissioner DiBattista, **SECONDED** by Commissioner Stock,
That the minutes of the October 23, 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 – Third Quarter of 2025

S. Davis spoke to Item 6.1. noting that there were no material changes since September 30.

Discussion ensued:

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- A request was made to disclose, in-camera, the general details of the contract for services and legal expense.
- The supplies budget increased to account for inflation, increased facility traffic, and previous budgets that underestimated actual expenses.
- Debt is lower due to the retirement of pool debt, with sport box and heat recovery debt commencing in 2026.
- Direct and indirect expenses for wages and benefits total just over \$6.6 million, which is \$23,000 under budget, indicating that Panorama is up full staffing.
- Increased licencing expenses reflect changes in licencing requirements for auxiliary staff from the software company. Staff are auditing licences to ensure the right level of licencing and this expense should stabilize moving forward.
- Based on 2025 performance, the revenue is expected to increase in 2026.

Motion Arising:

MOVED by Commissioner Garnett and **SECONDED** by Commissioner DiBattista, That the Commission direct staff to investigate the increased impact on fees, passes and rentals if the user pay ratio was changed to 55% user pay and 45% requisition as well as 60% user pay and 40% requisition and bring back a report.

Discussion ensued regarding:

- Would it throw fees and charges out of sync with regional recreation centres?
- What is the variance of user pay ratios among regional and municipal centres?
- What was the initial rationale for 50/50?
- Staff was requested to report back at the meeting before the fees and charges report.

The question on the motion was called.

CARRIED

6.2 Maintenance Update

L. Gregg reported on the following:

Centennial Park Sport Box

- The Sport Box has been well received by the community. Some minor deficiencies to be addressed over the next few weeks include painting of EV conduit and replacing some puck board.
- Over the next few months, the netting will be extended across the sides and convert the single doors to double doors for ease of access of nets.
- Approximately \$300,000 remains in the \$4.9 million capital budget. extending netting.

Energy Recovery

- The project is progressing as scheduled.
- Most of the piping is complete; one run remaining to do across the pool, which will be done in the next couple of weeks.
- Heating coils have been installed, the loop in the Tennis Facility is complete. Most of the heat exchangers, pumps and associated equipment in the ammonia room, boiler handler room and the change room has been successfully installed.

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- Duct socks across Arena A will be put in next week, with Arena B to follow.
- Installation of site-specific heat pump, pool air handler unit and hot water tanks along with moving of the boiler are scheduled to be completed during pool shut down. Commissioning of the system will follow.
- The project currently remains on schedule and within the budget.

LED Lighting Replacement

- Staff have completed lighting in general areas, such as, boardrooms, hallways, reachable areas of the arenas.
- A couple of companies have been on site to assess the pool and arena lighting needs; the hope is to be able to complete the work during pool shut down.

Capital projects completed in 2025 include the underwater lighting replacement, the leisure pool filter room floor delamination repairs and upgrades to the ammonia plant. Altogether, these three projects came in under budget and brought \$158,000 back to the capital reserves.

Discussion ensued:

- Staff are meeting with the four local First Nations to discuss visual representation at the Sport Box.
- Staff will ensure engineer approval of arena piping.
- Staff will schedule regular reports on capital projects.

6.3 LIFE Program Update

K. Beck provided an update to the LIFE program usage since introducing changes in 2025:

- Despite broadening the application cycle and opening up the program to post-secondary students, there has been no substantial uptake in terms of numbers. Almost all young adults using the program continue to do so as part of families/households.
- Staff will continue to monitor the program and report any major changes, with a full report after two years to evaluate the impact of the new 2-year application cycle.
- A regional survey showed that LIFE patrons deeply value the program, noting it is essential for their ability to participate.

Discussion ensued:

- Living costs are above the adjusted low-income cutoff, prompting regional talks on sliding-scale fees or next-tier support for those just above the threshold.

7. New Business

7.1 Update on First Nations Representation on the Peninsula Recreation Commission.

S. Meikle reported that:

- The question has been escalated to the CRD Corporate Services and First Nations Relations departments. MOUs are being developed between the CRD and various nations.
- Staff have been working at building relationships and partnerships with WSANEC leadership at the program and educational awareness level.
- Governance and representation discussions remain pending while current CRD and staff initiatives progress.

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Discussion ensued:

- The WSANEC Leadership Council has worked to act as a governance bridge, but two of the four nations are not participants, which can delay timely resolutions of these types of questions.
- Staff will investigate timelines the CRD may have.

7. Adjournment

MOVED by Commissioner DiBattista, **SECONDED** by Commissioner Stock,
That the meeting be adjourned at 6:49 pm.
CARRIED

CHAIR

RECORDER