



**PENINSULA RECREATION COMMISSION**  
**Thursday, March 23, 2017 at 7:00pm**  
**Boardroom, 1885 Forest Park Drive, North Saanich, BC**

**AGENDA**

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1. Approval of Agenda
2. [Adoption of Minutes of February 23, 2017](#)
3. Chair's Remarks
4. Presentations/Delegations
5. Commission Business
  - a) [Racquet Sport Events Report](#)
  - b) [Arena B Ice Rink Floor Replacement Project Update Report](#)
  - c) [Maintenance Projects Report](#)
  - d) PerfectMind Recreation Software Update – Verbal Report
  - e) Panorama Staff Training Day – Verbal Report
6. New Business
7. Motion to close the meeting in accordance with the Community Charter Part 4, Division 3, Section 90 (1) (e) the acquisition, disposition or expropriation of land or improvements, if the commission considers that disclosure could reasonably be expected to harm the interests of the regional district.
8. Adjournment

Next Meeting – April 27, 2017 @ 7:00pm

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**Minutes of a Meeting of the Peninsula Recreation Commission  
Held Thursday, February 23, 2017, in the Boardroom, 1885 Forest Park Drive,  
North Saanich, BC**

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**Present:** **Commissioners:** W. Ruffle (Chair), T. Chad (Vice Chair), T. Daly, H. Gartshore, Carl Jensen (for R. Windsor), M. Lougher-Goodey (for S. Price), N. Paltiel (7:18pm), Celia Stock (for A. Finall),  
**Staff:** L. Brewster, Senior Manager; M. Alsdorf, Manager of Program Services; J. Goodwin, Manager of Facilities and Operations; V. Leigh-Dorin, Manager of Administrative Services; A. Liu, Manager, CRD Environmental Engineering; L. Sneek, Marketing Coordinator; S. Asdal (recorder)  
**Absent:** B. Losie  
**Also Present:** C. Henry, Pauquachin First Nation

The meeting was called to order at 7:01pm.

**1. Approval of Agenda**

**MOVED** by Commissioner Daly, **SECONDED** by Alternate Commissioner Lougher-Goodey, That the agenda be approved with supplementary agenda item 5. e) moved to 5. a).  
**CARRIED**

**2. Adoption of Minutes**

**MOVED** by Alternate Commissioner Stock, **SECONDED** by Alternate Commissioner Lougher-Goodey, That the minutes of the January 18, 2017 meeting be adopted.  
**CARRIED**

**3. Chair's Remarks**

Chair Ruffle advised commissioners that there is still time to register for the BCRPA Symposium.

**4. Presentations/Delegations:**

**a) Presentation: Curtis Henry, Pauquachin First Nation, re: Proposal for First Nations Art**

C. Henry presented a video documenting the "Community Canoe Project", a project which he lead with Bayside Middle School students to carve a canoe. The project helped develop strong, healthy and respectful relationships while practicing indigenous principles of learning.

C. Henry proposed that an indigenous art or carving project be undertaken at Panorama to involve and benefit the community.

Commissioner Paltiel entered the meeting at 7:18pm.

5. **Commission Business**

a) **Panorama Recreation Centre Arena B Ice Rink Floor Replacement – Award of Contract 16-1881 Report**

A. Liu provided an overview of the report and answered questions from the Commission regarding proposed design changes.

**MOVED** by Alternate Commissioner Lougher-Goodey, **SECONDED** by Vice Chair Chad, That Contract 16-1881, Panorama Recreation Centre Arena B Ice Rink Floor Replacement, be awarded to Bry Sand Ice Arena Ltd. and to not exceed the amount of \$1,731,485 (not including GST), subject to the proposed changes by the Contractor being approved by the Consultant.

**CARRIED**

b) **2016 Special Events Report**

L. Sneek provided an overview of the report. The Commission sought clarification regarding how Panorama Recreation programs and events are promoted and requested that they be included in the Saanich Peninsula community newspaper and council newsletters.

**MOVED** by Commissioner Gartshore, **SECONDED** by Alternate Commissioner Stock, That the report be received for information.

**CARRIED**

c) **December 2016 Yearend Financial Report**

Val Leigh-Dorin provided an overview of the report. The Commission discussed the demographics of Panorama patrons and the budgeting process that resulted in the final operating surplus funds.

**MOVED** by Vice Chair Chad, **SECONDED** by Commissioner Paltiel, That the report be received for information.

**CARRIED**

d) **2016 Annual Program Report**

M. Alsdorf provided an overview of the report. The Commission discussed the following topics:

- The availability of various racquet sports
- How targeted service levels are determined for programs
- Increased registration in the Leisure Involvement for Everyone (LIFE) program
- Registration numbers for the Forest Explorers program

**MOVED** by Alternate Commissioner Lougher-Goodey, **SECONDED** by Commissioner Paltiel, That the report be received for information.

**CARRIED**

**e) Kraft Hockeyville Phase 2 Update – Verbal Report**

J. Goodwin advised that a 20' x 40' prefabricated building will be installed near the two existing shipping containers at Panorama Recreation. The building will be used as an extra dressing room for user groups.

**MOVED** by Vice Chair Chad, **SECONDED** by Alternate Commissioner Stock,  
That the report be received for information.

**CARRIED**

**6. Correspondence**

**a) Correspondence from Tennis Professionals Association re: Club Professional Excellence Award**

Chair Ruffle reported that Eric Knoester, Panorama Recreation Racquet Sport Coordinator, has been awarded the 2016 Tennis Professionals Association Club Professional Excellence Award.

The Commission requested that the correspondence be included in his personnel file, that the Peninsula News Review be informed of the award and that a formal congratulations be sent on behalf of the Commission.

**7. New Business**

**a) A Touch of Salt Spring Craft Show**

The Commission discussed the facility resources that are used by those attending the show and whether costs are being recovered. The Commission directed that staff report back on this issue.

**b) Proposal for First Nations Art by Curtis Henry**

The Commission discussed the proposal. L. Brewster will discuss ideas with C. Henry and report back to the Commission.

**8. Adjournment**

**MOVED** by Alternate Commissioner Lougher-Goodey, **SECONDED** by Alternate Commissioner Stock,  
That the meeting be adjourned at 8:28pm.

**CARRIED**

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CHAIR

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RECORDER



**REPORT TO PENINSULA RECREATION COMMISSION  
MEETING OF THURSDAY, MARCH 23, 2017**

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**SUBJECT**     **Racquet Sport Events**

**ISSUE**

To inform the Peninsula Recreation Commission of the racquet sport events.

**BACKGROUND**

**Women's International Tennis Federation (ITF) Event**

In June 2016, hundreds of spectators viewed the third annual ITF Women's Tennis Event at Panorama Recreation. The tournament was featured in local media and had tremendous support from Tennis Canada, event sponsors and the tennis community. This was the first year for our title sponsor, Encore FX, as part of a three year agreement. This event is part of the ITF women's circuit with 52 athletes from all over the world competing for world ranking points as part of a circuit which consists of hundreds of similar tournaments worldwide.

Panorama Recreation will be hosting this event for the fourth year, June 17 to June 25.

**ITF Junior Tennis Tournament**

In 2016, 90 athletes (male and female) participated in the Victoria International Junior tennis event. There was tremendous support from the community in terms of sponsorship, spectatorship and volunteerism to make this event happen. Panorama will host this Junior ITF tournament for the fifth year in October 2017.

Panorama will also host an additional junior tennis event for the first time. May 27 to June 3 will be a third international tennis event in conjunction with Tennis Canada to add to our schedule of high level sports in our facility.

**SOCIAL IMPLICATIONS**

These international tennis events provide an opportunity for the community to volunteer as well as spectate. Because of Panorama 's willingness to host such events in partnership with Tennis Canada, these events are providing an opportunity for young Canadian players to compete against international level competition at home as opposed to having to travel abroad.

**ECONOMIC IMPLICATIONS**

The economic impact to the community for these events includes hotel bookings, meals, rental cars and retail spending from participants, officials, family and friends. The junior events have an economic benefit to the community, as they are often accompanied by adults, coaches or parents during the event. The estimated impact is \$25,000 - \$35,000 for the women's event and \$35,000 - \$45,000 for the junior events.

**CONCLUSION**

Racquet sport events at Panorama Recreation are well received in the community and provide economic benefit to the Saanich Peninsula business community.

**RECOMMENDATION**

That the Peninsula Recreation Commission receive this report for information.



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Eric Knoester  
Racquet Sport Coordinator



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Lorraine Brewster  
Senior Manager  
Concurrence

MA:sa

Attachment: Appendix A – March 8, 2017 Tennis BC Article



Tennis BC – March, 8, 2017



## Eric Knoester, RCC & OMTCC Win TPA Excellence Awards

**Eric Knoester, Richmond Country Club and Okanagan Mission Tennis Club** were honoured for their service to the sport with TPA Excellence Awards. The awards were presented at the annual TPA national coaching conference on March 2nd at Toronto's Aviva Centre.

**Eric Knoester** of British Columbia is this year's recipient of the *Club Professional Excellence Award*. At Victoria's Panorama Recreation Centre, Knoester oversees four staff members to manage six courts in the community centre. As a certified Coach 2, he spends over 20 hours a week on the court, but his contribution to the sport goes far beyond just serving the people of Victoria. Each year Knoester runs a professional women's tennis event and a junior ITF event on site, while still always ensuring his doors are open for hosting TPA professional development events.

Congratulations to Eric, RCC and OMTCC for their achievement!

\*Article excerpt courtesy of [www.tennisbc.org](http://www.tennisbc.org)



REPORT TO PENINSULA RECREATION COMMISSION  
MEETING OF THURSDAY, MARCH 23, 2017

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**SUBJECT**     **Panorama Recreation Centre Arena B Ice Rink Floor Replacement Project Update**

**ISSUE**

To inform the Peninsula Recreation Commission about the Arena B Ice Rink Floor Replacement project.

**BACKGROUND**

At their meeting of February 23, 2017, the Peninsula Recreation Commission approved:

*"That Contract 16-1881, Panorama Recreation Centre Arena B Ice Floor Replacement, be awarded to BrySand Ice Arena Ltd. and to not exceed the amount of \$1,731,485 (not including GST), subject to the proposed changes by the Contractor being approved by the Consultant."*

**PROJECT UPDATE**

Staff negotiated with the Contractor in order to optimize the cost and to ensure that the quality of the dasher board and the workmanship of the new ice floor are not compromised.


The final negotiation concluded that:

- Final contract price has been reduced from \$1,790,900 to \$1,730,000;
- Athletica dasher board system will be installed;
- Concrete slab cost was reduced with minor modifications approved by the Consultant; and
- Construction will begin as planned.

**RECOMMENDATION**

That the Peninsula Recreation Commission receive this report for information.

  
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Andy Liu, P.Eng  
Manager, CRD Environmental Engineering

  
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Lorraine Brewster  
Senior Manager  
Concurrence

AL:sa



**REPORT TO PENINSULA RECREATION COMMISSION  
MEETING OF THURSDAY, MARCH 23, 2017**

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**SUBJECT**     **Maintenance Projects**

**ISSUE**

To provide an update to the Peninsula Recreation Commission.

**BACKGROUND**

**Kraft Hockeyville**

A meeting was held with the District of North Saanich planning department to discuss the possibility of a prefabricated structure to be installed at the Panorama Recreation Center. The Hockeyville Working Group will be working on the requirements in order to meet North Saanich building codes for the structure. Some of the key points are:

- Staff to review the current zoning to determine the allowable area for new structures as this information is required in the building permit application
- A site plan showing the proposed building size, location and access
- Investigate and determine an optimum separation distance between the proposed building and existing structures
- A "Schedule A" for the building permit is required as an architect or an engineering professional is required for the coordination of this project
- A "Schedule B" for the building permit is required as mechanical and electrical engineers are required for plumbing and electrical power to the proposed building
- A pre-engineering building with CSA approval is considered adequate; however, the building shall be designed for the specific function as a change room with suitable plumbing, ventilation and lighting

**Pool**

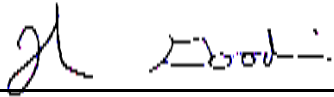
A 30 horsepower motor had to be replaced this month due to internal corrosion of the motor windings. The pool slide was deactivated for two days while staff removed and re-installed the new motor.

**Ice Out Operations**

Each year we are faced with the removal and disposal costs of our ice paint. In the past we have rented construction bins and stored the paint on site until dry. This year we are faced with removal of two sheets of ice and construction all occurring at the same time. Staff have reviewed the previous practices and have provided a new solution that will lower annual costs for ice removal and be used on an annual basis. A temporary containment field has been constructed which will be filled with screening cloth and sand to filter and collect all the loose ice paint prior to disposal.

**RECOMMENDATION**

That the Peninsula Recreation Commission receive this report for information.



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John Goodwin  
Manager of Facilities and Operations



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Lorraine Brewster  
Senior Manager  
Concurrence

JG:sa