



**Minutes of a Meeting of the  
West Shore Parks & Recreation Society  
*BOARD OF DIRECTORS*  
held Thursday, April 20, 2006  
in the Boardroom**

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**PRESENT:** Director Denise Blackwell, Chair  
Directors Les Bjola, Mark Cardinal, Scotty Davidson, Arnie Hamilton, Dave Saunders, Winnie Sifert, Ute Schnarr, Jody Twa and Terry Young.  
Councillor Geri Anderson, Town of View Royal  
Wendy Hobbs, School Trustee

**ABSENT:** Directors Kahakauwila, Ranns and Seaton.

**STAFF PRESENT:** Mark Johnston, Administrator  
Mary Turner, Manager of Administrative Services  
Janet Barclay, Manager of Comm. Recreation & Development  
Wade Davies, Manager of Operations  
Carol MacRae, Administrative Assistant

**1. CALL TO ORDER**

The meeting was called to order at 7:00 pm.

**2. APPROVAL OF AGENDA**

MOVED by Director Sifert  
SECONDED by Director Davidson  
THAT the Agenda be approved as circulated.  
CARRIED.

**3. APPROVAL OF MINUTES**

MOVED by Director Sifert  
SECONDED by Director Davidson  
THAT the minutes of the regular meeting held March 9, 2006 be adopted as circulated.  
CARRIED.

**4. FINANCE COMMITTEE REPORT**

MOVED by Director Young  
SECONDED by Director Cardinal  
THAT the following recommendations from the Finance Committee be approved by the Board:

- that the outstanding debt of the Juan de Fuca Curling Club, for the new desiccant system installed in 2004, in the amount of \$28,160, be removed from the receivables as a bad debt; and that in future the write-off of significant receivables be approved in advance by the Board;
- that the Finance Committee meet on a quarterly basis to review and approve the quarterly actual to budget information;
- that systems be put in place to monitor control over tickets and the potential revenue generated from the tickets for the corporate boxes at Bear Mountain Arena;
- that authorization be given to transfer \$138,030 to the Reserve Account;
- that Curling Fees be increased by 5% for Youth users and by 10% for Adult users for the 2006/2007 season;
- that Golf Fees be increased by 2.5% for the 2006/2007 season;
- that the recommended new Maintenance staffing schedule on Statutory Holidays be accepted in the interest of saving operating costs.

CARRIED.

## **5. OLD BUSINESS**

### ***a) Safety Village – update***

The Administrator advised that it is confirmed that the Safety Village will be moving from the site as of May 1<sup>st</sup>. Their buildings will remain on site, and they will be using a portion of one of the buildings to store their equipment until the end of the year. Once they have moved, our Parks Staff will be moving in to establish the site as an area for additional parking for the coming summer season.

### ***b) Fields Needs Analysis***

The Administrator advised that the Consultant has completed the Fields Needs Analysis Study, and is prepared to present the final report to the Fields Committee. Staff will be contacting the Fields Committee members soon to set up a meeting in the first week of May.

## **6. NEW BUSINESS**

### ***a) Strategic Plan***

Copies of a Strategic Plan Proposal from Mr. Ken Balmer of Rethink (West) Inc. was presented to the Board. The Administrator recommended acceptance of this proposal, as it is within budget, and the consultants involved have extensive recreation planning and management experience.

MOVED by Director Young

SECONDED by Director Sifert

THAT the Strategic Plan proposal from RETHINK (West) Inc., for the amount of \$16,000.00, be accepted.

CARRIED.

### ***b) Langford Skate Park***

Janet Barclay spoke to her report with regard to concerns of illegal activity occurring at the Langford Skate Park, particularly during late night hours. The RCMP have surveyed the neighbours and adjacent store owners, and have concluded that lights would aid in policing and help to reduce crime. It was asked if the Society would purchase and erect the lights. It was Staff's recommendation that the Board consider what role they Society should play in working with the RCMP to help deter crime opportunities at the skate park.

After discussion, it was

MOVED by Director Sifert

SECONDED by Director Twa

THAT no authorization be given for installation of lights at the skate park; and that Staff be asked to work with the RCMP to assist with crime deterrents at the Langford Skate Park.

CARRIED.

c) Junior B Hockey {Sooke Stingers}

The Staff Report indicated that the Junior B team would require a four hour game slot on Thursdays from 6:30 to 10:30 pm, and two 1 ½ hr. practice times on Mondays and Tuesdays from 9:30 to 11:00 pm. To accommodate this, it would require adjustments to schedules for two recreational hockey groups; Juan de Fuca Figure Skating; Minor Hockey and a Juan de Fuca public skating lesson set. A letter was received from the Juan de Fuca Minor Hockey Association indicating that they do not support the Sooke Stingers playing out of the Juan de Fuca arena at this time as they would lose a 2-hour ice slot on Thursdays.

Following discussion, it was

MOVED by Director Cardinal

SECONDED by Director Saunders

THAT Staff arrange a meeting with Juan de Fuca Minor Hockey and the Juan de Fuca Figure Skating Club to discuss this issue, and try to sort out an arrangement that would be acceptable for everyone.

CARRIED.

## **7. FOR INFORMATION**

a) Staff Report – re/ Metchosin Art School for Kids

Janet Barclay spoke to her report regarding the M.A.S.K. program, which provided a summer fine arts program for children, and it was run out of the Metchosin School, with the assistance of our staff.

## **8. IN CAMERA {7:35 PM}**

MOVED by Director Cardinal

SECONDED by Director Saunders

THAT the Board enter an In Camera session.  
CARRIED.

The Board rose from its In Camera session, and reported as follows:

- a) Minutes of the In Camera meeting held March 9, 2006 were adopted.
- b) The Human Resources Staffing Report for April 2006 was accepted as presented.

The meeting adjourned at 7:40 pm.