



**Adopted March 9, 2006**

**Minutes of a Meeting of the  
West Shore Parks & Recreation Society  
*BOARD OF DIRECTORS*  
held Thursday, February 9, 2006  
in the Field House**

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**PRESENT:** Director Dave Saunders, Acting-Chair  
Directors Les Bjola, Mark Cardinal, Scotty Davidson,  
Arnie Hamilton, Kyara Kahakauwila, John Ranns,  
Lanny Seaton Winnie Sifert and Terry Young.  
Councillor Geri Anderson, Town of View Royal

**ABSENT:** Directors Denise Blackwell, Ute Schnarr & Jody Twa.

**STAFF PRESENT:** Mark Johnston, Administrator  
Mary Turner, Manager of Administrative Services  
Debbie Hansen, Manager of Human Resources  
Wade Davies, Manager of Operations

**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 Kahakauwila

THAT the Agenda, and Supplementary Agenda, be approved as circulated.

CARRIED.

**3. APPROVAL OF MINUTES**

MOVED by Director Sifert

SECONDED by Director Kahakauwila

THAT the minutes of the Regular Meeting held January 12, 2006 be adopted as circulated.

CARRIED.

**4. OLD BUSINESS**

**a) *Diamond #3 – baselines***

Wade Davies spoke to his report, noting that the cost of changing the base paths would be approximately \$500.00, and the cost of providing a dug-out would be \$7,150.00. After discussion, it was

MOVED by Director Kahakauwila

SECONDED by Director Young

THAT Staff be authorized to continue negotiations with User Groups to attempt to facilitate the needs of both groups, and to negotiate a 50/50 cost share on the provision of a dug-out on Field #3.

CARRIED.

***b) Equipment Replacement – Gator***

Wade Davies spoke to his report with regard to replacement of the E-Gator that was stolen and subsequently destroyed by fire in November 2005. After a brief discussion, it was

MOVED by Director Seaton

SECONDED by Director Sifert

THAT the Gator be replaced with a 4 x 2 Gas Gator without cab, and that the funds be drawn from the 2006 Equipment Replacement Budget.

CARRIED.

***c) BMX World Competition – Update***

Mark Johnston advised that the two Cycling groups are working together and are progressing well toward the Event.

As for the site, the Safety Village people have been given notice, and they will be vacating as of May 1<sup>st</sup>. Two of the buildings on that site are in good condition and will be utilized by the Society, the other building is a portable in poor condition, and it will be demolished.

***d) Fields Analysis Review – Update***

Mark Johnston advised that Ken Cossey of KWC Consulting Services will be meeting with Staff next week as the final consultative process in the Review, and then will be prepared to make a presentation to the Fields Committee.

**5. NEW BUSINESS**

***a) Over 40 Soccer Tournament – September 2006***

The Juan de Fuca Football Club will be sponsoring their Annual Invitational International Masters Soccer Tournament on September 2, 3 and 4, 2006, and are requesting permission to have a Beer Garden on site.

MOVED by Director Seaton

SECONDED by Director Sifert

THAT the Juan de Fuca Football Club be given approval to host a Beer Garden during their Annual International Masters Soccer Tournament on September 2, 3, and 4, 2006, provided they supply all the necessary licenses and insurance in advance of the event, and that they abide by all policies and regulations of the Society.

CARRIED.

***b) Seniors Admission Rates to Facilities***

Mark Johnston spoke to the Staff Report indicating that Staff is recommending that the Society establish any subsidies to our admission fees based on an ability to pay, which is not necessarily determinate upon age. It was noted that the L.I.F.E. Program is available to anyone who has an inability to pay for leisure services.

MOVED by Director Ranns

SECONDED by Director Cardinal

THAT no additional seniors discount admission rates or passes be added to the current fees and charges schedule.

CARRIED.

***c) Royal Bay – Joint Use Agreement for new school site***

Mark Johnston spoke to the Staff Report regarding a joint meeting held January 31<sup>st</sup> between representatives of the Society, the School Board, and City of Colwood at the proposed high school in the Royal Bay Development. The School Board is finalizing an application to the Ministry of Education for funding, and requires letters of support regarding any joint use proposals for the facilities.

MOVED by Director Ranns

SECONDED by Director Sifert

THAT the Ministry of Education be advised that the West Shore Parks and Recreation Society, representing the West Shore municipalities of Colwood, Langford, Metchosin and Highlands in the operation and development of recreation facilities, is prepared to enter into discussions with the School Board and the City of Colwood for the joint development and management of fields / facilities at the proposed Royal Bay School site.

CARRIED.

***d) School District No 62 (Sooke) – request for School Trustees to sit on Board as ex-officio members.***

The letter requested that the Board consider inviting one or two School Trustees to sit as ex-officio members of the Society's Board of Directors.

MOVED by Director Ranns

SECONDED by Director Kahakauwila

THAT one member of the School Board be invited to sit on the Society's Board of Directors as an ex-officio member, for a one-year trial period, and that a suggestion be made to have all Trustees rotate through this position in intervals of, say, three months.

CARRIED.

**6. FOR INFORMATION**

***a) Curl BC – letter of appreciation***

The letter expressed thanks to the Juan de Fuca Curling Club, and to our Staff, in helping to make the Have-A-Go Day a success. This event was a joint effort

between B.C. Wheelchair Sports and Curl BC, and introduced curling to 17 registrants.

MOVED by Director Sifert  
SECONDED by Director Kahakauwila  
THAT the letter be received with thanks.  
CARRIED.

## **7. IN CAMERA {7:30 PM}**

MOVED by Director Seaton  
SECONDED by Director Cardinal  
THAT the Board enter into an In Camera session for discussion of personnel issues.  
CARRIED.

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

### ***a) Procedure Guidelines in event of work stoppages.***

Debbie Hansen presented the Procedure Guidelines for Directors and Managers to follow during possible Work Stoppages due to strikes and/or lockouts. The Board accepted the Guidelines as presented.

### ***b) Human Resources Staffing Report***

Debbie Hansen advised on the following posted positions:

- i) Parks Supervisor* – an offer was made to one candidate, but he declined. Further interviews will be held.
- ii) Community Development Coordinator* – an offer was made, and accepted by Bobbi Neal, and she will be starting in her position on March 20<sup>th</sup>.
- iii) Clerk III Position* – the competition closed on February 7<sup>th</sup>, and interviews will be held within in the next couple of weeks.
- iv) Parks Maintenance Worker I (seasonal)* – this position will be posted once the new Parks Supervisor has been selected.

MOVED by Director Bjola  
SECONDED by Director Cardinal  
THAT the report of the In Camera Session be accepted.  
CARRIED.

The meeting adjourned at 7:35 pm.