



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

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**PRESENT:** Denise Blackwell, Chair  
Directors Les Bjola, Mark Cardinal, Scotty Davidson, Arnie Hamilton, Kyara Kahakauwila, Dave Saunders, Winnie Sifert, Lanny Seaton and Jody Twa.  
Councillor Geri Anderson, Town of View Royal  
Wendy Hobbs, School District 62 (Sooke)

**ABSENT:** Directors Ute Schnarr, John Ranns and Terry Young.

**STAFF PRESENT:** Mark Johnston, Administrator  
Wade Davies, Manager of Operations  
Debbie Hansen, Manager of Human Resources  
Mary Turner, Manager of Administrative Services  
Janet Barclay, Manager of Community Rec. & Development  
Carol MacRae, Administrative Assistant

**1. CALL TO ORDER**

The meeting was called to order at 7:05 pm.

The Chair opened the meeting with presentations to former Board Members in recognition of past service on the Board. Presentations were made to Dave Dalby, Karen Watson, Stewart Young and Annette Moen.

**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 Kahakauwila

SECONDED by Director Sifert

THAT the minutes of the meeting held February 9, 2006 be adopted as circulated.

CARRIED.

**4. PUBLIC PARTICIPATION**

Wade Davies introduced Ken Krueger, newly appointed Parks Maintenance Supervisor. Ken brings experience in parks maintenance from his former

positions in Williams Lake, Surrey and West Vancouver. The Board extended their best wishes to Ken in his new position.

## **5. OLD BUSINESS**

### ***a) 2007 World BMX Championship Event – update***

The Administrator advised that we have a Draft Rental Agreement for the event, and an agreement to subsidise a staff member to act as a Liaison with the Event Coordinators. Next to be negotiated will be the Legacy Agreement.

## **6. NEW BUSINESS**

### ***a) Strategic Planning***

The Administrator spoke to his report with regard to the Strategic Planning process, and the benefits of investing in strategic planning in general. Following a brief discussion, it was

MOVED by Director Sifert

SECONDED by Director Kahakauwila

THAT a Strategic Planning session be held in the second half of May or the first part of June;

AND THAT a community leisure services questionnaire be developed and the results presented as part of the Strategic Planning Session;

AND THAT the Administrator prepare a report for the April Board meeting outlining the agenda, budget and recommended facilitator for the Strategic Planning Session.

CARRIED.

OPPOSED – Director Twa.

### ***b) Bear Mountain Arena Curling Classic – invitation to the Board***

An invitation was extended to Board Members to attend the Curling Event on April 6<sup>th</sup> through 9<sup>th</sup>, and those wishing to attend were to notify one of the organizers by March 17<sup>th</sup> for tickets.

### ***c) The Stingers Junior B Hockey Club***

Mr. John Butler-Smythe, Owner and General Manager of the Stingers Junior B Hockey Club attended, and spoke to his letter requesting to move his team to the Juan de Fuca Arena. Their season runs from September through February, with 48 games {24 home games / 24 away games}, plus playoffs. He advised that they are currently playing out of the Sooke Arena, and due to certain circumstances that cause some concern, they wish to re-locate the team to the JdF Arena. He advised that he has spoken with JdF Minor Hockey, and they would like assurances that their scheduled ice time will not be affected by this move. It was felt that Minor Hockey ice times would not be affected, as practise times for this team are late evening {ie: 9:30 pm or later}. He further advised that he has a deadline of May 1<sup>st</sup> to have this matter settled and notification to the B.C. Amateur Hockey Association.

**7. IN CAMERA**

MOVED by Director Sifert

SECONDED by Director Kahakauwila

THAT the Board enter an In Camera session.

CARRIED.

MOVED by Director Cardinal

SECONDED by Director Kahakauwila

THAT Wendy Hobbs be permitted to stay for the discussion of the request from the Stingers Junior B. Hockey Club.

CARRIED.

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

**a) The Stingers Junior B Hockey Club**

After discussion, it was resolved to support moving the Stingers Junior B. Hockey team to the Juan de Fuca Arena, pending receipt of a letter of support from the Juan de Fuca Minor Hockey Association.

*{Wendy Hobbs left the meeting at 7:35 pm.}*

**b) Staffing Update**

The Human Resources Manager reported as follows:

- Ken Krueger has accepted the position of Parks Maintenance Supervisor. commencing as of March 9, 2006.
- Interviews for the Recreation Programmer I {3/4 time position} will be held on March 21, 2006
- An offer will be made on the Community Recreation and Development Clerk III position.
- The Parks Maintenance Worker I {seasonal} position was posted on March 3<sup>rd</sup>, closing on March 14<sup>th</sup>.

**c) Personnel Policy on Bullying, Discrimination & Harassment**

The Policy was presented, and after discussion, was accepted by the Board.

**d) Code of Conduct Policy**

The Policy was presented, and after discussion was accepted by the Board.

The Personnel Policies will be presented to Department Heads at their next meeting, who will, in turn, be encouraged to present them to their Staff.

MOVED by Director Bjola

SECONDED by Director Kahakauwila

THAT the report of the In Camera Meeting be accepted.

CARRIED.

The Administrator advised that he will be away on vacation from March 21<sup>st</sup> through April 7<sup>th</sup>. He suggested that, given timelines for preparing the Agenda, the April Board meeting be moved from April 13<sup>th</sup> to April 20<sup>th</sup>. Also, it was decided to call the Finance Committee meeting for the same day for presentation of the Audited Financial Statements for 2005.

MOVED by Director Sifert

SECONDED by Director Saunders

THAT the April Board Meeting be moved from April 13<sup>th</sup> to April 20<sup>th</sup>, and that the Finance Committee meeting be called for 5:30 pm on April 20<sup>th</sup> to receive the Audited Financial Statements for the year ending December 31, 2005.

CARRIED.

**8. ADJOURNMENT**

The meeting adjourned at 7:40 pm.