

**Minutes of the West Shore Parks and Recreation Society  
Board of Directors Meeting  
Thursday, March 9, 2017 in the Neighbourhood Learning Centre (Cypress Room)  
at Royal Bay Secondary School**

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**PRESENT:** Directors Ed Watson (Chair), Leslie Anderson, Les Bjola, Arnie Hamilton, Al Hood, Jennifer Jakobsen, Ron Mattson, Moralea Milne, Matt Sahlstrom, Lanny Seaton, Winnie Sifert and Allen Sturgeon

**ABSENT:** Directors Lilja Chong, Rob Martin and CRD Director

**STAFF PRESENT:**

Sandy Clarke, Acting Administrator  
Wade Davies, Manager of Operations  
Sue Dickson, Manager of Finance  
Brian Merryweather, Manager of Human Resources  
Lisa Lehive, Recorder  
Amy Cooper, Youth Programmer  
Katherine Salmons, Arts and Culture Programmer

**PUBLIC PRESENT:** Bailey Avenno (Manager of Goldstream Bikes)

**CALL TO ORDER**

1. The Chair called the meeting to order at 7:00 PM.

**APPROVAL OF AGENDA**

2. **MOVED/SECONDED** BY DIRECTORS MILNE AND BJOLA THAT THE AMENDED AGENDA BE APPROVED WITH 8 (a) TOUR OF NLC AT ROYAL BAY SECONDARY SCHOOL TO OCCUR AFTER CHAIRS REMARKS AND 6 (a) FINANCE – LANGFORD UPDATE TO MOVE IN CAMERA.  
**CARRIED**

**APPROVAL OF MINUTES**

3. **MOVED/SECONDED** BY DIRECTORS STURGEON AND SIFERT THAT THE MINUTES OF THE REGULAR MEETING HELD FEBRUARY 9, 2017 BE ADOPTED.  
NO ERRORS, NO OMMISIONS  
**CARRIED**

#### **PUBLIC PARTICIPATION**

4. Bailey Avenno (Manager of Goldstream Bikes) made the following remarks:
- At an event, had an opportunity to speak to Mayor Young about the Skatepark and was encouraged to come to this meeting.
  - Would like to see the proposed skatepark geared towards family as well as being a multi-use park for bikes, scooters, etc. The skatepark should also cater to different skill levels.
  - Personal background: has participated in in extreme sports and has an interest in family oriented spaces.
  - Has ideas about the physical structure of the park as well as how to facilitate a more family approach to the park, such as hosting events to encourage children to be more active.
  - Potentially add spectator seating for events.
  - Interested in being involved with the development of the skatepark.

#### **CHAIRS REMARKS**

5. N/A

#### **NEW BUSINESS**

6. a) Tour of NLC at Royal Bay Secondary School
- Sandy Clarke introduced Amy Cooper (Youth and Teen Programmer), Katherine Salmons (arts and Culture Programmer) and Nicky Brown (Community Recreation Coordinator).
  - The Royal Bay NLC spaces opened in January 2016. Katherine Salmons and Amy Cooper have spent hours getting the program spaces ready. The types of programs that have evolved are amazing. Staff have made amazing relationships with principals and school staff.
  - The Board participated in activities in three rooms at the Royal Bay NLC.
    - o Cypress Room – Physical literacy balloon games
    - o Preschool Room – Planting seeds
    - o Teen Room – Youth slang quiz and button making
  - Director Milne thanked WSPR staff for the tour.

#### **STANDING COMMITTEES**

7. a) **Finance**
- Langford Update – moved to in-camera
- b) **Strategic Planning**
- Strategic Priorities 2016-2020 Update
    - o On March 23, 2017 a larger staff group will meet to discuss the Desired Outcomes and our priorities for 2017.
- c) **Policy**
- N/A
- d) **Environment**
- Director Milne provided the following update:
    - o First meeting held March 9<sup>th</sup>, 2017. 7 people attended including Wade Davies, Bryan Wood and Lana Carlson from WSPR staff.
    - o Looking at what areas to protect and things we can do to be less damaging on the environment, such as signage and education.

- Event: Bio Blitz in Metchosin on May 1<sup>st</sup>. There will be 40-60 scientists in attendance to inventory as many species as they can. The committee is hoping that they are able to assess WSPR in the morning. This is still to be confirmed. The committee will invite staff and Nature Preschool so they can understand what's important in the Garry Oka Meadow.
- Andy McKinnon will doing a talk with WSPR Nature Preschool in the near future.

#### **OLD BUSINESS**

##### 8. a) Skatepark Update

- Director Mattson provided the following update:
  - The skatepark committee met on March 7.
  - Will be hosting a meeting with the public to look at the design to incorporate this into the RFP.
  - Looking into different 'rooms' to accommodate different expert levels and what different things we need to incorporate into the design.
  - The RFP and results from the public consultation meeting will be presented to the Board.
  - The Board will be invited to the Public Consultation Meeting.
- Chair Watson noted:
  - The Coalition is applying for a couple grants and we will be notified if they are successful.
- Director Hood noted:
  - Ensuring that the space is multi use should be a part of the discussion as well as making it useful for summer camps and more of a family oriented place.
  - Many people view skateparks as a negative space; we want the public to view it the same as soccer fields and baseball diamonds.

##### b) Facility Tour Invitation

- Reminder of the Facility Tour on April 25, 2017. Please RSVP to Lisa Lehive.

#### **FOR INFORMATION**

##### 9. a) Human Resources Report

Highlights from the report:

- The Administrative Assistant position is currently open. Interviews are next week.
- Lisa Lehive (current Administrative Assistant) has accepted a position in our Community Recreation department.

#### ***FOR INFORMATION ONLY***

##### b) Administrator's Report

Highlights from the report:

- Family Day – WSPR received a \$1000 grant from the government to put on a free swim, skate and a promotion for Golfing.
- Queenax continues to be popular. Fitness staff hosted a children's party last month; amazing potential for a new type of birthday.
- The parks department and maintenance department did a great job during the snow storms ensuring our facilities were safe for the public.

#### ***FOR INFORMATION ONLY***

**IN CAMERA**

10. **MOVED/SECONDED** BY DIRECTORS SAHLSTROM AND SIFERT THAT THE MEETING MOVE IN CAMERA.  
**CARRIED**

**ADJOURNMENT**

11. **MOVED/SECONDED** BY DIRECTORS BJOLA AND ANDERSON THAT THE MEETING BE ADJOURNED AT 8:13 PM.  
**CARRIED**

Adopted April 20 2017