
**Minutes of the West Shore Parks and Recreation Society
Board of Directors Meeting
Thursday, January 15th, 2026, in the Westshore Room**

PRESENT: Directors Kimberley Guiry, Leslie Anderson, Shelly Donaldson, Dean Jantzen, Alison MacKenzie

ABSENT: N/A

STAFF PRESENT:

Grant Brown, CAO
Geoff Welham, manager of recreation
April Luchinski, manager of human resources
Ron Dietrich, manager of operations
Wei Wu, manager of finance and administration
Tiffany Moore, recorder

STAFF ABSENT: N/A

PUBLIC PRESENT:

Kevin Murdoch

CALL TO ORDER

1. The chair called the meeting to order and gave the territorial acknowledgement at 5:30PM.

ELECTION OF OFFICERS

Grant Brown, CAO, started the election of officers.

a) **Chair**

Nominations were called for chair.

Director Jantzen nominated Director Guiry.

Director Donaldson seconded the nomination.

Director Guiry accepted the nomination.

The administrator called two additional times for further nominations and hearing none, Director Guiry was elected as chair.

Director Guiry assumed the chair at this time.

b) **Vice Chair**

Nominations were called for vice chair.

Director MacKenzie nominated Director Anderson.

Director Donaldson seconded the nomination.

Director Anderson accepted the nomination.

The chair called two additional times for further nominations and hearing none, Director Anderson was elected as vice chair.

c) **Finance Chair**

Nominations were called for finance chair.

Director Anderson nominated Director Donaldson.

Director MacKenzie seconded the nomination.

Director Donaldson accepted the nomination.

The chair called two additional times for further nominations and hearing none, Director Donaldson was elected as finance chair.

d) **GVLRA Representative**

Nominations were called for GVLRA representative.

Director Jantzen nominated Director MacKenzie.

Director Donaldson seconded the nomination.

Director MacKenzie accepted the nomination.

The chair called two additional times for further nominations and hearing none, Director MacKenzie was elected as GVLRA representative.

e) **GVLRA Alternative**

Nominations were called for GVLRA alternative.

Director MacKenzie nominated Director Jantzen.

Director Donaldson seconded the nomination.

Director Jantzen accepted the nomination.

The chair called two additional times for further nominations and hearing none, Director Jantzen was elected as GVLRA alternative.

APPROVAL OF AGENDA

2. **MOVED/SECONDED BY DIRECTORS ANDERSON AND JANTZEN THAT THE AGENDA BE APPROVED.**
CARRIED

APPROVAL OF MINUTES

3. **MOVED/SECONDED BY DIRECTORS JANTZEN AND MACKENZIE THAT THE MINUTES OF THE REGULAR MEETING ON DECEMBER 11TH, 2025, BE APPROVED AS PRESENTED.**
CARRIED

PUBLIC PARTICIPATION

4. N/A

CHAIR'S REMARKS

5. The chair wished everyone a happy new year and noted that it will be a big year. The chair is looking forward to continuing collaboration with the board and commented on how well the board works together to provide services to community, along with positive comments about WSPR's services. The chair also commented on the initiative Rewind, Refresh, Recreate and it was noted WSPRS is celebrating 60 years since the commission was first established.

DELEGATIONS

6. a) Glentana Village Recreation

DIRECTOR MACKENZIE RECUSED HERSELF FROM THIS AGENDA ITEM AT 5:38PM.

Chris Webb and Darlene Erakovic of Glentana Village Recreation gave a visual presentation that highlighted the following:

- Glentana Village inquired about the potential of WSPR offering programming from their site.
- A description of the facility and management structure.
- Facility amenities, limitations, and availability.
- Community benefits and walkability.

The board thanked the presenters and commented that they have beautiful asset in the community. The board inquired about the ownership structure, and it was confirmed the proposal refers to rental of the space. The board also discussed setup/cleanup expectations; connections and comparable models in other communities; resident participation opportunities and challenges; rental rate and comparisons; the impact of a transition to property management; and outdoor space.

MOVED/SECONDED BY DIRECTORS JANTZEN /DONALDSON THAT THE BOARD DIRECT STAFF TO PROVIDE A REPORT DETAILING THE PROS AND CONS OF THE OPPORTUNITY, POTENTIAL COMPLICATIONS THAT MAY ARISE FROM OPERATING AS A TENANT IN A NON-MEMBER OWNED FACILITY, AS WELL AS PROGRAMMING OPPORTUNITIES.

CARRIED

CHRIS WEBB AND DARLENE ERAKOVIC LEFT AND
DIRECTOR MACKENZIE RETURNED TO THE MEETING AT 5:57PM.

DEPARTMENTAL PRESENTATION

7. Aquatic Staff Presentation

Carly Nurmsoo and Hamish Babin presented a PowerPoint presentation that highlighted the following:

- Overview of 2025 including number of lessons, courses and bookings provided.
- Staffing and awards.
- Focus on safety and drowning prevention.
- Long term development in sport and physical activity.
- Growth pathways throughout life stages and goals.
- Community benefits and inclusion opportunities.

The board thanked the aquatics team for the presentation and commented on the importance of pools and core memories that are built in the community. The board also highlighted the team's ability to provide opportunities for different populations and maximize use for the variety of groups, inquired about challenges with mixed use and it was noted that is one of the department's biggest challenges.

STANDING COMMITTEES

8. N/A

NEW BUSINESS

9. N/A

OLD BUSINESS

10. N/A

CORRESPONDENCE

11. N/A

FOR INFORMATION

12. a) CAO's Report

The CAO highlighted the following:

- The 2026 budget has been approved by Metchosin and Highlands.
- Canvas Church has found an alternative location for their Family Fun Fest in April.
- The new maintenance supervisor will be starting January 19th.
- In addition to the nearly 8,000 youth visits in 2025 noted in the report, an additional 880 youth attended the sessions at Centennial Centre for Arts, Culture & Community and 2,700 youth attended the Wednesday night skates at the JDF Arena.

b) Regional Parks & Recreation Facilities Master Plan Update

The CAO noted the following:

- Consultants are updating the scope and timeline as a result of the feedback received from the members and expect to have this ready for staff review late next week.

It was noted that a staffing plan is a deliverable within the plan and operational planning including a project list, plan for grant funding, priorities and scheduling of projects will be provided.

IN CAMERA

13. **MOVED/SECONDED BY DIRECTORS JANTZEN AND DONALDSON THAT THE MEETING MOVE IN CAMERA. CARRIED**

THAT there is a need to have a meeting closed to the public and persons other than the West Shore Parks & Recreation Board of Directors and staff, and those identified under Part III, Section B of the Board policy manual shall be excluded on the basis of section 1.(1)(k) proposed provision of a service.

ADJOURNMENT

14. **MOVED/SECONDED BY DIRECTORS JANTZEN AND MACKENZIE THAT THE MEETING BE ADJOURNED AT 7:17PM. CARRIED**