

**Minutes of the West Shore Parks and Recreation Society
Board of Directors Meeting
Thursday, April 11th, 2019 in the Boardroom**

PRESENT: Directors Joe Martignago (Chair), Kim Anema, Darren Kiedyk, Chris Pease

ABSENT: Lorraine Hilton

STAFF PRESENT:

Sandy Clarke, Acting Administrator
Geoff Welham, Acting Manager of Recreation
Wade Davies, Manager of Operations
Grant Brown, Manager of Finance
Brian Merryweather, Manager of Human Resources
Katherine Beck, Recorder

PUBLIC PRESENT:

Jonathan Huggett

CALL TO ORDER

1. The Chair called the meeting to order at 3:00PM

APPROVAL OF AGENDA

2. ***MOVED/SECONDED BY DIRECTORS PEASE AND KIEDYK THAT THE AGENDA BE APPROVED.
CARRIED.***

APPROVAL OF MINUTES

3. ***MOVED/SECONDED BY DIRECTORS ANEMA AND KIEDYK THAT THE MINUTES OF THE REGULAR
MEETING HELD MARCH 14th, 2019 BE ADOPTED.
NO ERRORS, NO OMMISIONS
CARRIED***

PUBLIC PARTICIPATION

4. The Chair welcomed the members of the public to the meeting. He welcomed members of the public wishing to speak to introduce themselves, and keep their comments to 5 minutes or less.

Marcie Mclean, Highlands resident commented on the following:

- a. Is Agenda item 8a: AGM date change a change to the month of the meeting, or within the same month?

Sandy Clarke, Acting Administrator replied that it would be a change to the meeting date within the month of June, from the 13th to 20th.

Pei Mei Chia, President, Juan de Fuca Curling Club commented on the following:

- a. Regarding the closure of the Curling Rink, thank you to the Board for meeting with the club last week, and inviting the club to present a business plan to keep the Curling Rink operational. The club is requesting 30 days from today to complete and present their plan.

The Board provided May 11th, 2019 as the date on which the business plan from the Juan de Fuca Curling Club must be submitted. The Chair stated that the board would review the business plan at that time, and that Jonathan Huggett, Consultant would review it as well.

Ryan Hyland, President of the Juan de Fuca Lacrosse Association, commented on the following:

- a. The JDF Lacrosse Association would like to formally express their interest in the availability of indoor lacrosse time for local youth during the fall and winter months when outdoor play is not possible. A letter expressing formal interest to the Board of Directors for consideration is forthcoming.

Larissa Coates, President of the Victoria Youth Field Lacrosse Association commented on the following:

- a. the Victoria Youth Field Lacrosse Association has submitted a letter of interest in the availability of indoor lacrosse time for local youth during the fall and winter months when outdoor play is not possible.

Mike Brown, Vice President of Triangle Athletic Association Baseball, commented on the following:

- a. Triangle Athletic Association would like to formally express interest in the availability of indoor space for local youth during the fall and winter months when outdoor play is not possible. A letter expressing formal interest to the Board of Directors for consideration has been sent.

Dave Johnson, President of the Juan de Fuca Soccer Association, commented on the following:

- a. The JDF Soccer Association would like to formally express their interest in the availability of indoor soccer time for local youth during the fall and winter months when outdoor play is not possible. He noted that this model has been implemented in Oak Bay with great success. A letter expressing formal interest to the Board of Directors for consideration has been sent.

Al Hood, Past President of the Juan de Fuca Curling Club, commented on the following:

- a. It is important that facilities exist for all users, and that the community as a whole is considered so that no one is pushed out. He expressed hope for all the potential user groups of the Curling Rink to work together rather than against of each other.

Don Brown, View Royal Resident and Curler, comment on the following:

- a. The use of the curling ice during the summer for power and figure skating should be considered as an option. He stated that there did not appear to be significant use of the dry floor space when curling was not in session, and suggested that Gymnasiums be utilized.

Board Chair Joe Martignago thanked members of the public for their participation. He encouraged those planning to write letters expressing interest in indoor facility space to provide as much detail as possible in their letter regarding their intended usage. This will allow the Board of Directors to undertake a

comprehensive analysis of future usage of the Curling Rink. The objective of the Board of Directors will be to make a decision which ensures the balanced use of a publically owned facility.

Marcie Mclean, Highlands resident provided an additional commented on the following:

- a. What is the future impact to converting the curling rink into a dry floor space, if there is a resurgence of interest and participation in the sport of curling in the future?
- b. There is conversation about converting the curling lounge into childcare space, however is provision of childcare within the scope of recreation?

Board Chair Joe Martignago thanked members of the public for their comments and participation.

CHAIRS REMARKS

5. None

STANDING COMMITTEES

6. a) Finance Committee Update

Kim Anema, Finance Committee Chair, provided the following updates:

The Finance Committee met this afternoon and has made two recommendations to the Board of Directors for consideration:

- i. Auditors from KPMG attended the Finance Committee meeting and presented on WSPR 2018 Financial Statements. The Finance Committee Recommends that the WSPR Board of Directors approve the WSPR Financial Statements for the 2018 Fiscal Year.

MOVED/SECONDED BY DIRECTORS KIEDYK AND PEASE THAT FIANCIAL STATEMENTS FOR THE YEAR ENDING IN 2018 BE APPROVED.

CARRIED.

- ii. WSPR staff presented the proposed the 2019 Fees and Charges to the Finance Committee. The average increase across all areas was 2.5%, with increases in specific fees ranging from 0% to 10% depending on usage, regional comparisons, and other factors. Fees are implemented on September 1st, 2019. The Finance Committee recommends that the WSPR Board of Directors approves the 2019 Fees and Charges.

MOVED/SECONDED BY DIRECTORS KIEDYK AND ANEMA THAT THE 2019 FEES AND CHARGES BE APPROVED, AND SENT TO STAFF OF EACH MEMBER MUNICIPALITY FOR INFORMATION.

CARRIED.

OLD BUSINESS

7. N/A

NEW BUSINESS

8. a) AGM Date change

Sandy Clarke, Acting Administrator commented on the following:

There was a request from Director Hilton to adjust the date of the 2019 AGM from June 13th to June 20th due to a conference being held which most of the Directors are scheduled to attend.

There was discussion among the directors about changing the date and time of the 2019 WSPR Board AGM.

MOVED/SECONDED BY DIRECTORS KIEDYK AND PEASE THAT THE 2019 WSPR BOARD OF DIRECTORS AGM BE MOVED TO THURSDAY JUNE 20th AT 7:00PM.

CARRIED.

FOR INFORMATION

9. a) Administrator's Report

Sandy Clarke, Acting Administrator highlighted the following:

Rock the Shores has been cancelled for 2019, with a sudden announcement provided to WSPR by Atomique Productions. Atomique is citing the current business climate and availability of musical acts as their greatest challenges. This is a budgeted rental for WSPR, however staff will work to minimize losses through new events. The extended playoff series by the Grizzlies was not budgeted for, and will assist in offsetting the lost revenue.

The Curling rink has gone through its annual conversion to dry floor for the Spring/Summer season. We have a full month of large trade shows and events booked for April, which will utilize the dry floor in the Curling Rink and the Q Centre. These include the Slegg Contractor show, the Home Show, the BC Indoor Archery Championship and the Train Show.

The addition of a large screen for the Q Centre Arena is in progress. The Shamrocks and Grizzlies have formed a partnership to purchase, install, and manage the use of the screens in the Q Centre. The company supplying the screen will be in Victoria next week to determine the engineering requirements for installation.

CHEK news was onsite on March 14th to film segments for their CHEK Around Town program. They interviewed staff who represented the pottery studio, weight room, sledge hockey program and arenas, and highlighted overall programs, services, and facilities. The segments will air on CHEK TV over the next three months.

Spring Break Camps were a huge success with over 1,150 registrations for 10 days of programming offered at JDF Recreation Centre, Centennial Centre and outdoors. This is one of the highest attendance numbers ever recorded for Spring Break.

Spring and Summer program registration opens on Thursday April 4th. This season is an extremely busy time for the community, given the wide array of camps and programs offered.

The Capital Region Female Minor Hockey Association is a new non-profit society focused on advancing the female youth hockey participation in Victoria. They incorporated in May 2017 and were approved by BC Hockey for membership on March 11, 2019. The intention is to start their regular season in September 2019, and they are actively looking for ice time at all municipal rinks.

FOR INFORMATION ONLY

IN CAMERA

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

Chair, Joe Martignago asked members of the public, and staff other than the Administrator and Recorder to leave for the duration of the in camera session.

The Board rose and reported the following motions:

December 13th, 2019 In Camera Meeting:

MOVED/SECONDED BY DIRECTORS KIEDYK AND MARTIGNAGO THAT THE BOARD RECOMMENDS THAT WE PROCEED WITH WRITING A DETAILED RFEI INCLUDING TICKETING SELECTION AND SET ASIDE A BUDGET OF UP TO \$10,000 TO SUPPORT THE PROCESS. JONATHAN HUGGETT WILL PREPARE THE RFEI.
CARRIED

MOVED/SECONDED BY DIRECTORS ANEMA AND KIEDYK THAT CURLING BE CUT AT THE END OF THE 2018/2019 SEASON, PROVIDING THERE IS A ROBUST COMMUNICATION PLAN AND DISCUSSION WITH OTHER PROVIDERS.
CARRIED

January 17th, 2019 In Camera Meeting:

MOVED/SECONDED BY DIRECTORS HOWAT AND ANEMA THAT STAFF PROCEED AS FOLLOWS:

1. PREPARE A DRAFT 2019 BUDGET TO REFLECT CLOSING CURLING RINK AT THE END OF THE 2018-2019 SEASON.
2. REINFORCE THAT THE SPACE IS TO BE USED FOR MULTIPURPOSE DRY FLOOR INCLUDING TURF.
3. AFTER COUNCILS HAVE BEEN NOTIFIED OF THIS DECISION DURING THE BUDGET PRESENTATION, DEVELOP A COMMUNICATION STRATEGY TO NOTIFY THE CURLING CLUB EXECUTIVE AND PROSPECTIVE USER GROUPS OF A DRY FLOOR SPACE.

CARRIED

ADJOURNMENT

11. **MOVED/SECONDED** BY DIRECTORS KIEDYK AND ANEMA THAT THE MEETING BE ADJOURNED AT 3:30PM.
CARRIED