
**Minutes of the West Shore Parks and Recreation Society
Board of Directors Meeting
Thursday, April 16th, 2026, in the JDF Summit**

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

STAFF PRESENT:

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

PUBLIC PRESENT:

Lenora Lee, KPMG

CALL TO ORDER

1. The chair called the meeting to order at 5:30PM and noted the territorial acknowledgement was delivered at the immediately preceding meeting.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

3. ***MOVED/SECONDED BY DIRECTORS DONALDSON AND JANTZEN THAT THE MINUTES OF THE REGULAR MEETING ON MARCH 19TH, 2026, BE APPROVED AS PRESENTED.
CARRIED***

The chair provided follow-up information to the question at the March board of directors meeting regarding the youth who was invited to the Olympic games.

PUBLIC PARTICIPATION

4. N/A

CHAIR'S REMARKS

5. The chair remarked on speaking as Acting Mayor and Chair of WSPRS board of directors at the groundbreaking for the new daycare and arts centre, noting the history of Centennial Centre and synergies with the new development. The chair also noted that the Westshore RCMP's superintendent will be attending an upcoming youth night and offered an invitation for the board to attend.

DELEGATIONS

6. N/A

DEPARTMENTAL PRESENTATION

7. **Arena & Events Staff Presentation**

Rob Wilson, Arena & Events Coordinator, presented a PowerPoint presentation that highlighted the following:

- Major lease teams
- 2025 and 2026 events
- Pickleball project
- Golf course statistics and winter pass update
- Program highlights

The board inquired about the Turf Burn event.

STANDING COMMITTEES

8. **a) Finance Committee**

Director Donaldson gave a verbal update that highlighted the following:

- Thank you to the manager of finance and administration for the financial reports and connection to projects and auditors during their term.

NEW BUSINESS

9. **a) WSPR 60th Birthday Party**

Geoff Welham gave a verbal update that highlighted the following:

- Overview of the community event to commemorate the 60th anniversary of WSPR.
- Proposed date and time: September 12, 2026 from 9AM-4PM.
- Organizing committee
- Event description
- Invitations
- Activities, displays, and additional ideas

The board briefly discussed opportunities for live performances and food vendors.

OLD BUSINESS

10. N/A

CORRESPONDENCE

11. N/A

FOR INFORMATION

12. **a) CAO's Report**

The CAO highlighted the following:

- Registration day statistics and noted the payment system upgrades are successful.
- Federal infrastructure grants.

- Feedback from SD62's youth engagement contact on success of youth program.
- Strategic plan update.
- Evolve e-bike collaboration with BC Transit.
- Water leak at the clubhouse update.
- Parks staffing update.

The board inquired about changes to an upcoming youth night due to an event and the annual pool closure, as well as a community collaboration with SC'IA NEW Nation (Beecher Bay). The board also discussed municipal experiences with e-bike share programs and potential locations for a bike station.

Administration/Human Resources

WSPR will be hosting ReWired Recovery's Sober Slam 2026 pickleball tournament on July 18th and 19th on the outdoor pickleball and tennis courts. The event will raise funds to support ReWired's SoberFest. Registration opens May 16th online at [Sober Slam 2026](#).

WSPR staff are investigating the installation of an E-Bike/E-Scooter station on WSPR property as part of the City of Colwood's 1-year trial with the Evolve E-Bike Share program. Staff would use the trial to assess the impact of the program and determine if there are any negative impacts on the site, such as utilization of the West Shore Walkway or bikes being left elsewhere on WSPR property.

The finance team completed all working papers and financial reports ahead of the auditors' arrival on March 9th. The year-end audit proceeded smoothly, with no changes or recommendations to the draft financial statements, and all prior-year audit findings have been fully addressed. The auditors finalized their financial package on March 20th, and it was signed off by the CAO and submitted to Langford for consolidation for the Society members on March 23rd. The January database corruption incident was reviewed with the auditors while they were onsite and they were happy with the result. Staff provided all related communications, reports, reconciliations, and corrective actions to support a smooth audit process for 2026. January's Revenue & Expense (R&E) report was delayed due to the database corruption; February's R&E was distributed as per planned timelines.

As of March, human resources posted 26 job postings, with the expectation to hire 71 staff to fill those roles. This has kicked off summer hiring for most departments and HR continues to support operational departments in filling key regular roles. HR attended a job fair in Sooke, and along with other departments represented the Dream it. Be it. Conference at the Esquimalt Naval base to further support WSPR recruitment efforts and the Westshore community.

Staff are excited to welcome Karen Jawanda as the new manager of finance and administration. Karen starts on April 13th and joins us from BC's Ministry of Public Safety and Solicitor General – Policing and Security Branch where she was the Director of Finance, Business Support and Protective Services.

Operations

Maintenance

Staff have been preparing for the upcoming pool shutdown, which will include several major capital and preventative maintenance projects. Planned work includes full retiling of the men's changeroom, replacement

of the hot tub basin to address ongoing leakage concerns, and a complete sauna renewal. Repairs to the children's slide in the leisure pool are also scheduled. In addition, mechanical systems in the pool basement will be addressed, including maintenance on pumps showing signs of wear and servicing of the UV treatment systems for both the hot tub and leisure pool to ensure optimal water quality.

A significant water main failure occurred at the Lower Clubhouse, where a leak was located beneath the building slab on the main feed line. Given this is the fourth failure on the same line, a full replacement is being undertaken. This work will require excavation, plumbing replacement, concrete restoration, and subsequent flooring replacement. The scope of the repair is substantial and has resulted in temporary disruption to programming, particularly during the high-demand spring break period. In addition, staff have completed a series of scheduled shutdowns in the Kids Cove, Cottage, Youth Room, and Playroom. These closures allowed for repainting, floor maintenance, and general refresh work to ensure spaces remain in good condition. Seasonal transition work is also underway, including the removal of ice in the JDF arena to prepare for spring operations.

The departure of the mechanical lead hand has created a temporary gap in capacity and recruitment is underway.

Parks

March precipitation levels reached approximately 125% of normal, while temperatures remained consistent with seasonal averages. Field closures were implemented to reduce wear and protect turf conditions during the wetter periods.

Staff are working with Triangle Athletics on improvements to fencing and netting at Diamond 2, creating pitching mounds, and investigating improvements for WIFI and water fountain installation.

Aeration of the lawn bowl greens has been completed, with topdressing scheduled as the next step in seasonal turf maintenance.

Recruitment for the parks technician position is nearing completion, with staffing expected to be in place by the end of April.

Programs

Marketing

The marketing team purchased a GoPro to capture time-lapse footage documenting progress during the pool shutdown. The contra media agreement with Bell Media was renewed for 2026, providing promotional access to the popular 107.3 Kool FM/Virgin radio station. The summer activity guide is currently in production and will be published online on April 2, with registration opening on April 9. The theme for the Spring/Summer guide is the 1990s. With support from Chek Media, staff coordinated the filming of a commercial featuring a 1990s-themed youth outdoor focus, which will air from April through June.

Community Recreation

Afterschool care wrapped up on March 14th before spring break, and are excited to welcome the kids back on March 31st. Licensed spring break camps started on March 16th. Staff welcomed 20 kindergarten/grade 1

children and 19 grades 2-5 children for week 1 and week 2. The children completed science experiments, group games, crafts, swimming, and more.

The sports department saw the return of golf lessons in March. 4 adults and 6 children took part in beginner golf lessons. Sports saw strong registration across spring break camps. Between Sport camp, Soccertron, Richardson Sport, and Archery camps, 160 children participated in camp offerings. There were 214 basketball and 187 youth volleyball drop-ins, with 70% of these occurring during added spring break drop-in sessions. Youth saw a full 8 school-agers make desserts in Cooking for Fun and 14 Colwood Elementary students participated in a private Home Alone class. There were 581 Friday youth night drop-ins, with March 13th alone having 195 youth participating in swimming, sport, and/or social offerings.

The pottery studio currently has 81 studio members – the most WSPR has ever had. These members use the studio in three-hour blocks during volunteer run sessions, offered 7 days per week. Centennial Centre hosted dance and art spring break camps for two weeks. All four camps were sold out. On March 11, 60 kindergarten students from a local elementary school came to Centennial Centre for a field trip. They created pinch pot snails out of clay. This is the largest field trip that the art studio has hosted.

16 daycare children completed their 6-week set of swimming lessons, with parents receiving a progress report at the end of the session. The last 8 children will start their lessons after spring break. Parents are extremely grateful for this program.

Aquatics

There has been significant activity at the pool throughout March. During the first two weeks, the facility successfully concluded its winter lesson set and received 90 feedback forms. The program achieved an overall rating of 4.39 out of 5. Instructors were the most frequently listed answer when participants were asked what they liked most about the swim lessons.

As the lesson set concluded, the pool transitioned into a very busy spring break period. Approximately 80 WSPR camp participants attended fun swims each day. In addition, approximately 220 campers from external camps and organizations attended fun swims over the 2-week period. The pool staff also provided a week-long Aqua Camp and offered week-long private lessons during this time.

The month concluded with registration for the spring lesson set with 283 lessons programmed and more to be added following registration. Registration saw 1,135 participants registered.

Fitness and Weights

The fitness department hired three new weightroom staff, including two internal applicants and one external applicant to help with coverage to fill existing shifts. 5 Regional Youth Group Weightroom Orientations were offered throughout March to address rising demand, with additional sessions offered throughout spring break.

The weightroom has seen a spike in attendance later into the evening with a peak time of 7:30-9pm. Weightroom attendant coverage has been adjusted to accommodate the later attendance. Essentrics Fitness Programs continue to increase in popularity with four programs running, including three at Juan de Fuca Recreation Centre and one at the Metchosin School. Essentrics is a dynamic, low-impact workout including

strength and stretching with a focus on the eccentric phase of the muscle contraction. The program emphasizes fluid movement for mobility, unlocking joints and reducing pain.

Arena, Events, and Golf

March proved to be a challenging month for golfers due to unfavourable weather conditions. The month was characterized by cold temperatures and significant rainfall, with precipitation reaching approximately 125% of the monthly average. On days when the weather cleared, lengthy frost delays further limited course availability. The total number of rounds played was approximately 1,000 fewer than during the same period last year.

Despite this decrease, overall revenue remains nearly the same as last March. This is largely due to the removal of the Winter Pass program, which has exceeded expectations in several areas. The change has resulted in less damage to the course, increased revenue despite fewer rounds played, and resulted in a noticeable rise in the purchase of 10-round and 25-round punch passes. Official totals and further analysis will be prepared for the Arena and Events Board presentation in April. Pickleball participation remained steady throughout the month, as players took advantage of any breaks in the weather to get out on the courts, and several paid bookings were recorded during March.

The BCHL regular season concluded on March 28th, with the Grizzlies finishing fourth in the Island Division. The final standings came down to the last game of the season, but the Grizzlies fell to Nanaimo, which secured their fourth-place finish. The team will now face the Cowichan Capitals in the first round of the playoffs in what is known as the Malahat Series, beginning Friday, April 3rd in Cowichan. Games three and four will take place at the Q Centre on April 7th and 8th, with a potential game six returning to the Q Centre on April 11th if necessary. Overall attendance has been higher this season, which has contributed to increased concession revenues. The Grizzlies will also host their identification camp in late April. The Wolves' season ended in early March with a first-round playoff exit to the Victoria Cougars. Although the Wolves opened the series with a win, they went on to lose the next four games. After achieving all-time regular season highs in both points and wins, the early playoff exit was disappointing for the club. The Wolves will hold their identification camp over the Easter weekend.

In addition to hockey, staff are currently working with Champ Productions and Key Corp Sports and Entertainment to host a professional boxing event at the Q Centre on June 20th. April will be a particularly busy month for events, including two soccer tournaments on the outdoor fields, the BC Indoor Archery Championships in the indoor sports complex (ISC), the Outdoor and Adventure Show in both the Juan de Fuca Arena and ISC, a judo event in the ISC, and preparations for the Slegg Pro Show scheduled for May 1st.

Spring and summer facility contracts have been distributed to user groups. While a few contracts are still pending return, the majority were signed and returned quickly, allowing staff to begin confirming schedules for the upcoming seasons.

Spring break skating camps were full, except for the Level 5/6 program. The end of March also marks the conclusion of the ice season at the Juan de Fuca Arena and a staff Duffer hockey game was held on March 23rd to mark the occasion and was very well attended. Skate shop team lead Dylan Parsons organized the event and coordinated with several figure skating instructors who borrowed hockey equipment so they could try playing the game. Staff members from other departments were also invited to attend and participate, and the event

was enjoyed by everyone involved. Staff are now preparing for the transition to the dry floor season, which will include lacrosse programming and other activities.

Equity, Diversity, and Inclusion

The LIFE Program (Leisure Involvement for Everyone) is a financial support initiative that helps individuals and families with low incomes access recreation programs and services offered at all municipal recreation centres in Greater Victoria. The program is designed to remove financial barriers so residents across the West Shore can participate in community recreation, fitness, aquatics, sports, and well-being activities. 1,702 participants held a membership in 2025, which is a 14.8% increase over 2024 (1,483). The percentage of the Westshore population accessing this program is 2.03%.

Staff also connected with Miranda Metge, Community Wellness Navigator, Band Designate with the SC'IA'NEW Nation (Beecher Bay) to discuss program and partnership opportunities. Conversations are ongoing.



Grant Brown, CAO

b) Regional Parks & Recreation Facilities Master Plan Update

The CAO noted the following:

- The board will review draft 5, which was provided to senior staff, at the April 22 meeting.
- Draft 6 will be provided and presented virtually at the May Board meeting, for approval to proceed to public engagement.

c) Energy Consumption Review

Ron Dietrich, Manager of Operations, gave a verbal presentation that highlighted the following:

- Overview of energy consumption and reduction efforts
- Comparisons of patron attendance, energy usage and emissions over time
- Ongoing heat recovery efforts

The board inquired about accessible communication of sustainability efforts and it was noted that a video and metrics have been created by the engineering contractor. Several ideas for sharing statistics were mentioned.

RECESS

MOVED/SECONDED BY DIRECTORS MACKENZIE AND ANDERSON TO RECESS AT 6:29PM.

CARRIED

IN CAMERA

13. **MOVED/SECONDED BY DIRECTORS DONALDSON AND JANTZEN THAT THE MEETING MOVE IN CAMERA AT 6:46PM.**

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) negotiations and related discussions respecting the proposed provision of a service.

ADJOURNMENT

14. **MOVED/SECONDED** BY DIRECTORS DONALDSON AND JANTZEN THAT THE MEETING BE ADJOURNED AT 7:05PM.
CARRIED

Adopted May 21, 2026