

**Capital Regional District  
Sooke & Electoral Area Parks and Recreation Commission  
Minutes of a meeting held Wednesday, May 2, 2012  
SEAPARC Leisure Complex, 2168 Phillips Road, Sooke, BC**

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*Mission Statement:*

*“Sooke Parks & Recreation Commission creates recreational opportunities for the public through the planning, development, provision and operation of recreational facilities, programs and activities with a focus on the people of the Sooke and Juan de Fuca Electoral Area”  
(Mission Statement adopted October 16, 1991)*

Present: Commissioners: J. Perkins (Chair), W. Milne (Sooke Director), M. Hicks (JDF Director),  
B. Berger, D. Bishop (Vice-Chair), P. Grove  
Staff: L. Hutchings, SEAPARC Manager, L. Finch, Program Services Manager, L. MacDonald,  
Recording Secretary  
Absent: C. Richardson  
Public: 2  
Press: 1

**1. CALL TO ORDER**

The Chair called the meeting to order at 6:32 pm.

**2. ADOPTION OF AGENDA**

**MOVED** by Commissioner Berger, **SECONDED** by Director Milne that the agenda be approved.

**3. APPROVAL OF THE MINUTES OF April 4, 2012**

**MOVED** by Director Milne, **SECONDED** by Commissioner Grove that the minutes of April 4, 2012 be approved. **CARRIED**

**4. DELEGATIONS**

**5. CHAIR'S REPORT**

**6. DIRECTOR'S REPORT**

**7. YOUTH MEMBER REPORT**

**8. CORRESPONDENCE**

- a) Les Haddad, President – Healthy Choices Inspire Youth Society  
The Society requests the donation of a free swim for approximately 40 campers involved in the Dry Father's Day Campout at the Sooke Community Flats on June 16, 2012.

**MOVED** by Director Milne, **SECONDED** by Commissioner Berger, that the correspondence be received and filed.

A brief discussion followed. Staff comment stated that SEAPARC prices are already considerably discounted and the campers would be eligible for a group rate (15% discount for groups of 25 or more). Staff were directed to follow the policy and convey this decision to the Society.

## 9. UNFINISHED BUSINESS

### a) Considered Age of Seniors

The SEAPARC Manager provided a brief background on the history of SEAPARC's senior's age classification relative to the Fees and Charges Policy.

**MOVED** by Director Hicks, **SECONDED** by Commissioner Grove, that the age requirement for seniors be reduced to age sixty.

**DEFEATED**

## 10. NEW BUSINESS

## 11. STAFF REPORTS

### a) Staff News

#### Staffing

Summer camp staff have been hired. All but one staff member are returning or current SEAPARC employees.

#### Programs

The lacrosse program has been enthusiastically received with over 45 children currently registered in twice a week classes until the end of June. The Recreation Program Coordinator would like to thank all the staff and Rotary members involved in setting up this program.

#### **Administration**

#### SEAPARC Bus Tender

Staff have decided not to pursue acquisition of a new 24 passenger bus at this time. Two reasons for this decision were outlined by the SEAPARC Manager:

1. The high cost of purchasing a new vehicle is considered prohibitive at this time;
2. Current limits on usage of the bus for the benefit of the community as a whole is an issue. The SEAPARC Manager and the Manager of Parks and Community Services are reviewing the matter.

A bus will be rented for the summer camp season at a cost of approximately \$5,000 per month plus the cost of fuel and insurance. Staff will continue to pursue the purchase of an appropriate late model bus or passenger van.

#### Ice Allocation Meeting

Chairman Perkins, Commissioners Berger and Bishop will represent the Commission as observers at the May 8<sup>th</sup> Ice Allocation meeting. A Staff Report will be presented to the Commission at the June meeting.

## **b) Memo/Presentation – Fees & Charges Policy Review**

The SEAPARC Manager reviewed the goals and objectives of the Fees and Charges policy. 2011 operating subsidies and recovery rates of Greater Victoria and CRD recreational facilities were compared. The Program Services Manager outlined the number of low-cost and no-cost programs and events offered by SEAPARC.

General discussion followed including the following points:

- SEAPARC's subsidy is well-spent in contributing to the quality of life of area residents and in attracting new residents;
- Sooke's population base differs from most communities with a number of first time home buyers and young families moving to the community;
- The facility offers many free or discounted programs for those who cannot afford regular admission fees;
- Increases should be kept within the cost of living increase and prices should approach the CRD average;
- SEAPARC's current admission rates are low in comparison to other facilities;
- Our core mandate is to get more people using the facility;
- There are currently too many pass and membership offerings;
- Discounted admission rates should be based on need – not arbitrary age classifications;
- The LIFE program provides participants with 52 free admission passes and reduced program fees. SEAPARC currently has approximately 350 LIFE participants.

Staff will present a report at the June Commission meeting which will provide several options for admission fees and suggestions for improving accessibility for all residents.

## **12. PUBLIC QUESTION PERIOD**

## **13. ROUNDTABLE**

Commissioner Grove suggested that while it may not be feasible at this time to build a full gym, it may be possible to install several exercise machines in existing areas. He noted that the installation of bar-like seating along the pool window could free up enough space for several types of training machines.

## **14. ADJOURNMENT**

The meeting adjourned 8:00 p.m.

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Jim Perkins, Chair

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Lynn MacDonald, Recorder