



Sooke & Electoral Area
Parks and Recreation
Commission

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AGENDA
CAPITAL REGIONAL DISTRICT
SOOKE & ELECTORAL AREA PARKS AND RECREATION COMMISSION
General Meeting, SEAPARC Boardroom
Wednesday, November 5, 2014 at 6:30 p.m.

1. Call to Order
2. Adoption of Agenda
3. Approval of the Minutes of October 1, 2014
4. Chair's Report
5. Directors' Report
6. New Business
 - a) Healthy Kids Presentation
7. Staff Reports
 - a) Staff News
 - b) Emergency Procedures Project Update
8. Roundtable
9. Adjournment

MINUTES

**Capital Regional District
Sooke & Electoral Area Parks and Recreation Commission
Minutes of a meeting held Wednesday, October 1, 2014
SEAPARC Leisure Complex Board Room, Sooke, BC**

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: M. Hicks - Chair (JDF Director), B. Berger, D. Bishop,
P. Grove, J. Perkins (Vice Chair), W. Milne (Sooke Director)
Staff: S. Knoke, SEAPARC Manager, C. Hoglund, Program Services Manager,
L. MacDonald, Recording Secretary
Absent: 0
Public: 6
Press: 0

1. CALL TO ORDER

The Chair called the meeting to order at 6:33 pm.

2. ADOPTION OF AGENDA

MOVED by Commissioner Grove, **SECONDED** by Commissioner Berger that the agenda be approved. **CARRIED**

3. APPROVAL OF THE MINUTES OF September 10, 2014

MOVED by Director Milne, **SECONDED** by Commissioner Perkins that the minutes of the September 10, 2014 meeting be adopted. **CARRIED**

4. DELEGATION

Anne Boquist and a delegation including Susan Bennett, Diane Kent, Linda Fisk, Pat Phillips and Jan Todd requested that SEAPARC consider lowering the facility's age category for seniors from 65 to 60 or 55 in keeping with other island recreational facilities. Ms. Boquist suggested that by encouraging seniors to lead healthier lifestyles, health care costs would subsequently be reduced and the number of patrons using the facility would increase.

Commission discussion points included:

- Fee reductions need to be justified by an increase in the number of visits or the subsidy will need to be increased
- A new Lifestyle Pass is now available for \$365 per year
- LIFE passes (Leisure Involvement for Everyone) are available to lower income residents
- Fees and Charges are set in May for 12 months beginning September 1

The Commission suggested that the delegation return to the May or June, 2015 SEAPARC meeting, when the annual Fees and Charges are to be reviewed, and present a detailed submission to support their request as well as suggestions for what more SEAPARC can do to promote senior usage of the facility.

5. CORRESPONDENCE

a) Conchita Maekawa re: Training Assistance Request

The September 25, 2014 request for assistance to aid Leonardo and Pilar Maekawa in their training as ice dancers was reviewed. Leonardo and Pilar are training towards the goal of competing in the 2015 Senior World Championships in China. Ms. Maekawa asked the

Commission to consider any assistance possible given that Leonardo and Pilar serve as role models and ambassadors for the community of Sooke. The SEAPARC Manager noted the Commission's April 4, 2012 decision to offer two hours of ice time per week to the Maekawas for training, if and when ice was available, and that 23 hours of ice was donated in 2013/14.

MOVED by Director Milne, **SECONDED** by Commissioner Grove that staff continue to offer two hours of complimentary ice time per week, if and when available, to Leo and Pilar Maekawa for training purposes during the 2014/15 ice season..

CARRIED

Commission comment suggested that the Maekawas consider offering a ½ hour skating exhibition for Sooke children involved in lessons and the skating club.

6. CHAIR'S REPORT

The Chair reported on his proposal, endorsed by the CRD Electoral Area Services Committee at their September 14, 2014 meeting, that the CRD Board authorize a contribution of \$300,000 from the Juan de Fuca Electoral Area's portion of the CRD's Federal Gas Tax Community Works Fund (CWF) toward the development of an artificial turf playing field in Sooke. Additional funding contributions from the District of Sooke and/or other agencies will be required to fund the project by the end of 2018 or CWF fund offer will be withdrawn.

7. DIRECTOR'S REPORT

Director Milne reported that a citizen's committee is being formed to continue working toward the development of a community centre and to promote the November referendum question. The SEAPARC Manager will serve on that committee.

8. NEW BUSINESS

9. UNFINISHED BUSINESS

10. STAFF REPORTS

a) Staff News

Programs

The annual "Taste of SEAPARC" event was held during the first week in September with over 130 people trying out a variety of aquatic, fitness and recreation programs for free.

Aquatics

352 children are currently registered in swimming lessons.

Community Recreation

During the three week teacher's strike (Sept. 2-19), SEAPARC offered School's Out Camps. The camps were fully registered each day (12 children) with approximately 10 children waitlisted each day. Additional drop-in activities were also offered. The school closures did impact some of our regular fall recreation programs which either had to be postponed or relocated.

ADMINISTRATION

Staffing

Don Derksen has been hired as a Facility Maintenance Worker 1. Don has recently moved to Sooke from Vernon and has several years' experience as a facility maintenance worker.

The SEAPARC Manager introduced Jake Morris. Jake is a co-op student from Camosun College's business program who will be with us for a three month term working on facility wide emergency procedures as well as several grant applications.

Preventative Maintenance

The SEAPARC Manager is examining the possible implementation of the CRD's SAP preventative maintenance program which could be utilized to increase efficiency in facility equipment inspections and repairs.

LED Lighting Upgrade

The SEAPARC Manager is working with CRD Engineering to contract a lighting consultant to develop a Scope of Work, verify grants and return on investment if the facility's lighting were to be converted to LED full spectrum.

b) 2015 Budget & Service Plan

The SEAPARC Manager provided an overview of the 2015 operating budget including:

401 (Facilities & Recreation)

Capital Reserve	\$	370,000
Equipment Replacement Fund	\$	138,000

403 (Swimming Pool)

Capital Reserve	\$	310,000
Equipment Replacement Fund	\$	55,000

Reserve Account: \$25,000 to be used for planning purposes

Debt Payments:

2015	\$65,580
2016	nil

(All retired debt amounts are budgeted to be transferred into Capital Reserve)

2015 Percentage Increase: 1.97%

*2015 Total Capital Expenditure: \$ 948,430

**Includes potential grants receivable funds of up to \$517,000 for child care expansion and LED lighting upgrades*

MOVED by Director Milne, **SECONDED** by Commissioner Grove that the Commission approve the 2015 Budget as presented. **CARRIED**

11. ROUNDTABLE

12 ADJOURNMENT

The regular meeting adjourned 8:15 p.m.

Mike Hicks, Chair

Lynn MacDonald, Recorder

NEW BUSINESS

STAFF REPORTS



**STAFF REPORT TO THE SOOKE &
ELECTORAL AREA PARKS AND RECREATION COMMISSION
MEETING OF NOVEMBER 5, 2014**

SUBJECT: Staff News

PURPOSE/ISSUE: Information

SUMMARY/CONCLUSIONS:

PROGRAMS

The weekday adult fitness programs have seen an increase in attendance, with the classes reaching and exceeding the capacity of the room (Multipurpose Room B). All four of the 50+ Strength & Mobility classes are full with 12 participants, and the morning drop-in Cardio Fit and Power Circuit attendance has increased to as many as 17 participants per class. Aqua Fit classes are consistently well attended in both the morning and evening classes. A wide range of ages and abilities are attending both the dry land and aquatic fitness classes.

SEAPARC held the 2nd Annual Thanksgiving Skate on Mon October 13th. 79 people attended, and donated food and \$45.20 in cash for the Sooke Food Bank.

The Fri Oct 24 Pro D Day was very busy at SEAPARC with 18 children registered in the Pro-D Day Camp, in addition to a Toonie Swim and Skate, and drop-in Youth Shinny.

Steve Knoke
SEAPARC Manager

INFORMATION ONLY

Excerpt from article posted on "Island Sports News" website entitled "On Thin Ice" by SEAPARC patron Scott Harrigan who underwent disc replacement surgery in his neck 24 years ago and who loves to skate. Full article can be read at:

<http://www.independentsportsnews.com/left-field/on-thin-ice>

On Thin Ice

There's a long list of people to thank for getting me out on the ice to be able to experience the exhilarating sensations of gliding, turning, stopping and moving backwards on a frozen surface with metal blades attached to your feet. First and foremost, it was my wife, eight years younger and thirty years fitter, who decided a few years ago that we should learn how to skate. I had just turned 60 at the time, long haunted by memories of a boyhood in Montreal where I never learned to navigate my way around the backyard rinks and ponds that were such an important part of winter for all of my friends.

So off we headed to the local rec centre, conveniently located a two-minute drive from our home. (truth be told, everything is a two-minute drive away in Sooke) We laced up rented skates with much trepidation, fastened helmets from the help yourself bin with thoughts of someone else's head lice nesting in our hair and gingerly tiptoed onto the ice. We managed to get through the first few lessons in one piece by clinging to the boards in terror whenever there was a break in the drills. We made progress every week, and by the end of the first session of lessons, we had our own skates, our own lids, and a newfound sense of accomplishment and confidence that has us eagerly awaiting the next set of lessons, determined to attempt to master hockey stops and the backward crossover.

We have just embarked on our fourth year of lessons, with sessions in the fall and again during the winter. We also take in the Tuesday night public skate when our schedule permits, although watching kids less than half your size and fifty years younger whiz by like they have jet engines attached to their skates can be deflating at times. Nonetheless, if you can ignore the music it's fun to skate just for the fun of it, although we tend to leave as soon as the lights are turned down and the teenage hormones begin to take control of the ice.

We have been blessed with different instructors for almost every session, ranging from young enough to be our grandchildren to much closer to us in age, and they have all been absolutely fantastic. Each one brings an amazing level of patience, a different area of focus and their own unique personality to the lessons that leaves a lasting mark, and pumps us up for the next set of challenges, strides and strokes.

I tip my helmet to the fine folks at Sooke Seaparc Leisure Centre for continuing to accommodate adult lessons for sometimes just a handful of us old-timers at a time, despite the pressures of having to schedule ice time for youth hockey, kids lessons and figure skating. You have all made a huge difference in our lives and brought the bride and me closer together, and that's no easy task when you consider who she's married to.