

**Capital Regional District
Sooke & Electoral Area Parks and Recreation Commission
Minutes of a meeting held Wednesday, March 4, 2015
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), D. Bishop, P. Grove, J. Perkins, M. Tait (Sooke Director)
Staff: S. Knoke, SEAPARC Manager, C. Hoglund, Program Services Manager, L. MacDonald, Recording Secretary
Absent: B. Berger (Vice Chair)
Public: 0
Press: 0

1. CALL TO ORDER

The Chair called the meeting to order at 6:31 pm.

2. ADOPTION OF AGENDA

MOVED by Director Tait, **SECONDED** by Commissioner Grove that the agenda be adopted as presented.

CARRIED

3. APPROVAL OF THE MINUTES OF February 4, 2015

MOVED by Commissioner Bishop, **SECONDED** by Commissioner Perkins that the minutes of the February 4, 2015 meeting be adopted.

CARRIED

4. CHAIR'S REPORT

5. DIRECTORS' REPORT

Director Tait reported on District of Sooke's plans to construct a new connector trail from the Galloping Goose Trail to Sooke Road utilizing a BikeBC grant from the Ministry of Transportation as well as an agreement with the Sooke Horseshoe Pitching Association to use a portion of Sooke River Park as a horseshoe pitch.

6. CORRESPONDENCE

a) Navy League of Canada – Sooke Branch

A donation request to cover annual trophy sponsorship costs for the “Athletic” and “Seamanship” awards was reviewed. Mayor Tait to present awards on behalf of SEAPARC at the Annual Ceremonial Review on June 7, 2015.

MOVED by Commissioner Perkins, **SECONDED** by Director Tait that sponsorship donation be made to the Navy League of Canada – Sooke Branch in the amount of \$80 (\$40 per award).

CARRIED

b) Pilar & Leonardo Maekawa

Letter of thank you from the Maekawas for SEAPARC's support of their figure skating career over the years as they now transition away from competitive skating.

MOVED by Commissioner Bishop, **SECONDED** by Commissioner Grove that the correspondence be received and filed.

CARRIED

7. NEW BUSINESS

8. UNFINISHED BUSINESS

9. STAFF REPORTS

a) Staff News

Programs:

Work is underway on the third and final phase of the Sooke Bike Park project with the bike jumps being reconfigured by Kyle Michell of Michell Excavating. A Grand Opening event is planned for March 28 from noon-2pm.

Family Day was celebrated with a free swim and public skate. Over 550 patrons attended. SEAPARC received a \$1,000 grant from the Province of BC to support this event.

Grade 2 swimming lessons sponsored by the Lions Club of Sooke are underway.

Free community walks with volunteer leader Laura Smith continue to be a very popular program with 58 registrants.

Staffing:

Kendall Parkinson and Marina Bridal have been hired as Lifeguards.

Administration:

Strategic Planning Update

David Hewko has been contracted to lead the SEAPARC strategic planning process. Mr. Hewko is a Victoria based consultant specializing in recreation programming and sport master planning with over 27 years' experience.

SD 62 Joint Use Agreement & Community School Discussions

The SEAPARC Manager and Program Services Manager met with Harold Cull, School District 62 Secretary Treasurer and Edward Milne Community School Society staff to discuss development of a new Joint Use Agreement. The SEAPARC Manager has expressed an interest in working with the Community School to facilitate programs and activities for the region.

Annual Pool Shutdown

The annual pool shutdown is scheduled for Jun 7-27, 2015 with planned projects including:

- LED lighting upgrade utilizing BC Hydro incentive
- Sauna renovation
- Aquatic Supervisor office window installation
- Change room shower renovation

Strategic Priorities Fund Grant Application

Information is currently being gathered for the Strategic Priorities Fund Grant Application re: all-weather turf playing field for Fred Milne Park. Application deadline is April 15, 2015.

Bus

A Request for Quotes for a bus replacement resulted in quotes for new vehicles that exceeded the current budget. Staff will continue to explore options including leasing and/or purchase of used vehicle.

MOVED by Director Tait, **SECONDED** by Commissioner Grove that the Staff News be received.
CARRIED

b) Staff Report – Ice Resurfacers Purchase

A Request for Proposal for the purchase of a new ice resurfacers to replace the current 15 year old propane powered Zamboni was issued in February, 2015. The SEAPARC Manager outlined the process used to determine the recommended manufacturer and power plant type. The Olympia machine was excluded from consideration given that its width and dumping height exceeds the size of the SEAPARC bay.

Quotes received from the Zamboni distributor Crocker Equipment Co. Ltd.:

- | | | |
|--------------------|-------------------|------------------------------|
| • Propane Powered | Zamboni Model 526 | \$119,800 (8 week delivery) |
| • Electric Powered | Zamboni Model 552 | \$187,300 (32 week delivery) |

A detailed pay-back analysis determined that the additional initial capital cost of the electric machine is not off-set by fuel savings over the life of the unit and reference checks on the units reveal battery concerns/issues. The SEAPARC Manager noted that staff have extensive knowledge operating and maintaining the current propane powered Zamboni and the risk associated with moving to an electric unit at this time does not equate into a strong savings or a large environmental impact.

MOVED by Commissioner Grove, **SECONDED** by Commissioner Perkins that staff access \$119,800 in Capital Reserve Funds to purchase a propane powered Zamboni 526 for the SEAPARC arena.

CARRIED

10. PUBLIC QUESTION PERIOD

11. ROUND TABLE

12. ADJOURNMENT

The regular meeting adjourned at 8:02 pm

Mike Hicks, Chair

Lynn MacDonald, Recorder