

**Capital Regional District  
Sooke & Electoral Area Parks and Recreation Commission  
Minutes of a Regular meeting held Thursday, February 11, 2016  
SEAPARC Leisure Complex Board Room, 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: M. Hicks - Chair (JDF Director), J. Perkins (Vice Chair), B. Berger, R. Kasper (Sooke Director), P. Grove  
Staff: S. Knoke, SEAPARC Manager, L. MacDonald, Recording Secretary, C. Hoglund, Program Services Manager  
Absent: D. Bishop  
Public: 0  
Press: 0

**1. CALL TO ORDER**

The Chair called the meeting to order at 1:05 pm.

**2. ADOPTION OF AGENDA**

The Chair requested that the agenda be amended as follows:

- The following items be added under Unfinished Business:
  6. b) Land Acquisition Update
  - c) Artificial Turf Field Update
  - d) Meeting Schedule

**MOVED** by Commissioner Perkins, **SECONDED** by Director Kasper that the agenda be adopted as amended. **CARRIED.**

**3. ADOPTION OF MINUTES of January 12, 2016**

**MOVED** by Director Kasper, **SECONDED** by Commissioner Grove that the minutes of the January 12, 2016 meeting be adopted.

**CARRIED.**

**4. CHAIR'S REPORT**

**5. DIRECTORS' REPORT**

Director Kasper announced that Councillor Kerrie Reay has been appointed as the District of Sooke's Alternate Council Member to SEAPARC for 2016.

**6. UNFINISHED BUSINESS**

- a) **Staff Report: Combining SEAPARC Services  
Bylaw No. 4029, Conversion of the Sooke Electoral Area Recreation  
Specified Area Establishment Bylaw No. 1, 1973**

An update was provided by the SEAPARC Manager on the Commission's objective of enhancing administrative efficiency by combining two recreation related bylaws (Bylaw No. 152 for recreation facilities and community programs and Bylaw No. 2598 for the pool and arena). The CRD was notified in May, 2015 that the Local Government Act does not permit the merging of two different services within the same boundary and the same participants. It was recommended that the CRD follow the Local Government Act compliant alternative and convert the "Sooke and Electoral Area Recreation Specified Area Establishment Bylaw No. 1, 1973" (Bylaw No. 152) to a service establishment bylaw. The overall maximum allowable requisition equals the equivalent of the sum of both recreation service bylaws. Bylaw No. 2598 will continue to exist until such time as the service's reserve balance has been depleted, at which time the bylaw will be repealed

**MOVED** by Director Kasper, **SECONDED** by Commissioner Grove that the Sooke and Electoral Area Parks and Recreation Commission recommend to the Capital Regional District Board:

1. That third reading of Bylaw No. 3974, Sooke and Electoral Area Recreation and Facilities Services Combination Bylaw No. 1, 2014, be rescinded; and
2. That Bylaw No. 4029 cited as the "Sooke and Electoral Area Recreation and Facilities Service Establishment Bylaw No. 1, 2016" be introduced and read a first and second time, and read a third time.

**CARRIED.**

b) Land Acquisition Update

On February 10, 2016 the CRD Board approved the assent voting (referendum) process to ascertain the wishes of the electors of the District of Sooke and Juan de Fuca Electoral Area regarding the borrowing of \$750,000 towards the acquisition of real property (23 acres located at 6518 Throup Road) for the future development and enhancement of recreation services. General Voting Day will be Saturday, April 30, 2016 with Advance Voting opportunities held on Wednesday, April 20, 2016 and Wednesday, April 27, 2016. Information open houses to be scheduled and a website page posted with voter information.

*Commissioner Berger entered the room at 1:40pm*

c) Artificial Turf Field Grant

Staff received notification on January 29, 2016 that SEAPARC's application to the UBCM Strategic Priorities Fund for funding to construct an artificial turf field at Fred Milne Park was unsuccessful. According to grant officials, over 220 applications were received with 58 projects approved at a total cost of \$75 million. The Chair has contacted the grant facilitators for feedback on the application and decision.

d) Meeting Schedule

The Chair proposed that the schedule for regular SEAPARC meeting dates be changed from the first Wednesday of each month at 6:30pm to the second Tuesday of each month at 1pm effective March, 2016. The next regular meeting is scheduled for March 8, 2016.

## 7. STAFF REPORTS

### a) Staff News

#### Programs

#### Staffing

Wendi Davies, ECE Preschool Instructor, has resigned. We wish Wendi well in her future career endeavors. Tara Seeburger will serve in an acting role until a new ECE is hired.

#### Events

519 people participated in SEAPARC's Family Day events on February 8, 2016 including a free swim and skate. The facility received a \$1,000 grant from the Province of BC in support of our Family Day event.

### Aquatic

SEAPARC is currently offering Grade 2 swim lessons, sponsored by Sooke's Lion Club, to 169 students who will participate in a six week program focusing on strokes, water safety and endurance.

For the third year in a row, SEAPARC received a Lifesaving Society grant to offer the "Swim to Survive" program focusing on open water safety, to every Grade 3 student in the community.

The new water polo program was recently highlighted in a Sooke News Mirror article. Twenty-five youth are currently enrolled in the Sunday morning program in which participants will learn fundamentals of the sport in a fun, non-competitive environment. An adult program will be introduced in the spring. The program's success is a direct reflection of employee Myles Wallace's experience and enthusiasm for the program.

### Recreation & Arena Programs

As a partner in the CRD Active Transportation & Healthy Communities Grant Program, SEAPARC is the recipient of a \$5,000 grant to support a series of biking workshops to be offered this fall focusing on learning to ride local trails and bike parks, biking fundamentals and developing skills.

Margaret Weir, who turned 97 years old in December and is SEAPARC's most senior participant, was featured in a February 3 Sooke News Mirror article. Margaret is a regular attendee of our weekly "Easy Fit" class, with instructor Dave Ristau, which provides a safe workout for those with mobility limitations or other health problems.

Several new arts & culture programs have been well received including "Zentangle", a popular meditative art form and "Learn to Knit".

### **ADMINISTRATION**

#### 2015 Budget Surplus

The SEAPARC Manager reviewed the 2015 Operating budget surplus estimated to total approximately \$145,000 (\$75,000 from 401 Facilities & Recreation Service and \$70,000 from 403 Swimming Pool Service).

**MOVED** by Commissioner Grove, **SECONDED** by Commissioner Perkins that the SEAPARC 2015 budget surplus be transferred to the Capital Reserve Fund.

**CARRIED.**

#### Nutritional Study – Eat, Live, Play

The facility will be participating in the Heart & Stroke Foundation of Canada's "Eat, Play, Live" project to promote nutrition guideline implementation in recreation facilities.

#### Electrical Room Water Leak

A water leak into an underground electrical conduit between a BC Hydro transformer and the main breaker in the pool basement electrical room has been remedied with repairs undertaken by BC Hydro.

#### Mental Health First Aid Training

Several front line staff members will be attending "Mental Health First Aid Canada" training. Participants will learn to recognize signs and symptoms of mental health problems and learn how to support an individual dealing with a mental health issue.

### Roof Inspection

The SEAPARC Manager reported on a recent roof inspection that identified several areas that require immediate repair. Repair work will be undertaken along the west roof/wall line interface between the ice rink and lobby area; above the ice rink and a small roof over the pool area. Staff are investigating options to repair the 40 year old arena roof rather than replace it.

## **8. PUBLIC QUESTION PERIOD**

## **9 ROUND TABLE**

## **10. ADJOURNMENT**

The regular meeting adjourned at 3:03 pm.

Next meeting scheduled for Tuesday, March 8 at 1pm.

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Mike Hicks, Chair

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Lynn MacDonald, Recorder