



AGENDA
CAPITAL REGIONAL DISTRICT
SOOKE & ELECTORAL AREA PARKS AND RECREATION COMMISSION
General Meeting, SEAPARC Boardroom
Tuesday, March 8, 2016 at 1 pm

**Sooke & Electoral Area
Parks and Recreation
Commission**

OFFICE LOCATION:
SEAPARC

Leisure Complex
2168 Phillips Road
Sooke, BC

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1. Call to Order
2. Adoption of Agenda
3. Approval of the Minutes of February 11, 2016
4. Correspondence:
 - a) Ron Knutson – DeMamiel Creek Golf Course
 - b) Sooke Elderly Citizen's Housing Society – Sooke Seniors' Centre
 - c) Wendy Renwick - DeMamiel Creek Golf Course
 - d) Sooke Minor Hockey PeeWee A Team – Travel Funding Assistance
5. Chair's Report
6. Directors' Report
7. Unfinished Business
 - a) Land Acquisition/Referendum Update
8. Staff News
9. Public Question Period
10. Round Table
11. Adjournment

MINUTES

**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**

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.

Mike Hicks, Chair

Lynn MacDonald, Recorder

CORRESPONDENCE

SEAFARC
RECEIVED

JAN 14 2016

From: Ronald Knutson
Sent: Thursday, January 14, 2016 11:31 AM
To: crdreception <crdreception@crd.bc.ca>
Subject: Contact Us - Submission

The following message was received through the form at '<https://www.crd.bc.ca/contact-us?r=crd-reception>'. Neither the name nor the e-mail address can be confirmed as accurate.

.....

Your Name:
Ron Knutson

Message:
Please forward this message to the powers that be, regarding the possibility of the purchase of the golf course on Throupe road, which is Demamiel Creek. I represent at least 20 or more seniors that golf as a group every Wed there, and are disappointed that we may not have a place to go this spring, except way out to Colwood. If we were all a bit younger we would have purchased it ourselves and added a small club house and extend a couple holes.

This is a great course for seniors and new learners and can be a very profitable deal for those involved. Please consider the possibilities.

Email received February 1, 2016

**SEAPARC
RECEIVED**
FEB - 1 2016

Hi Steve:

Re: Sooke Seniors' Centre

Sooke Elderly Citizens' Housing Society has offered a stand alone home on the property we own known as Ayre Manor for the Sooke Seniors' Centre. Short Term we are looking for a home for at least 2 years for the Sooke Seniors Centre. What we are proposing is that Seaparc allow a modular building about 40 x 60 to be erected somewhere on available property, and are wondering if this work on any of the Seaparc land – even perhaps at the back of your parking lot at the rink. The Seniors need something that they can access during the day – 5/6 days a week. They have money to put in their own kitchen and have appliances in storage. We picture something similar to the Royal Bank Modular building that was in use by the Bank in the downtown area.

If you could help us find a place for this building it would be a wonderful contribution towards our final project which would be a permanent home for the Seniors of Sooke.

Sandy Pedneault
Chair, SECHS

FEB 22 2016

From: Wendy Renwick

Sent: Monday, February 22, 2016 12:02 PM

To: Steve Knoke <sknoke@crd.bc.ca>; Lynn MacDonald <lmacdonald@crd.bc.ca>; directorjdf <directorjdf@crd.bc.ca>

Subject: Demamiel Creek Golf Course

Re: Possible Purchase of Demamiel Creek Golf Course

As a user of the Demamiel Creek Golf Course I am writing to ask you to consider keeping the property as a golf course should the referendum be successful. I believe it is an incredible asset to the community of Sooke and surrounding area.

It is a beautifully designed and maintained course that provides recreation for golfers of all ages and abilities and spinoff economic benefits to local businesses.

Sooke has the population to support a golf course and, in fact, once had two. If some changes were made to the way the golf course operates and promotes itself I believe it could be profitable.

- Operating hours - Currently the course closes at 6:00 p.m., effectively excluding the after work golfer. Extended hours would mean more golfers.
- Partnership with local schools - If the golf course partnered with local schools, many of which are within easy walking distance of the course, it could provide another form of healthy recreation for local young people. It could also offer a junior golfer program.
- Partnership with local restaurants and pubs – Demamiel Creek Golf Course does not have a clubhouse. However, it could partner with local eating establishments, offering golf and dine packages to its patrons.
- Partnership with local hotels and B & Bs – Package deals would attract people who wouldn't otherwise visit Sooke.

Please consider my request. It would be a shame to lose this beautiful little golf course.

**SEAPARC
RECEIVED**

FEB 26 2016



Mr. Steve Knoke,
Manager
Seaparc Leisure Complex

February 25th 2015

Dear Mr. Knoke

This letter comes to you on behalf of your Sooke Peewee A boy's hockey team. After finishing our season just one point out of top spot in Tier 2 and using that momentum going into the playoffs, we won the Island Championships for our division! We are now headed to West Vancouver March 12th-18th to play in the Peewee Tier III 2016 BC Hockey Championships! This is the first time in 10 years since a Peewee team has represented Sooke at the Provincials level and we couldn't be more excited. As you can imagine though, the cost of going to the lower mainland for this six day championship will be substantial for all players, coaches and parents. We are trying to raise as much of the anticipated \$20,000 we will need for all to attend, by doing bottle drives and holding a car wash and other fundraising activities in the coming weeks. That being said, we are also looking for support in the way of monetary donations from our local businesses and members of the community and ask for your help in this. In addition to our deepest appreciation, with a minimum \$200 contribution, your business card will be printed in the Sooke News Mirror as part of our full page Thank You ad. Our fundraising committee can be reached at erinfitchett@hotmail.com or claire@wesltd.net

Please let us know if you feel you are able to help us reach our goal. We understand that it is not always possible to donate to every community cause, but we do thank you in advance for your time and consideration. We hope that either way, you will still cheer us on, so we can make ourselves and all of Sooke proud!

Yours Truly,

The Sooke Peewee A Boys!



UNFINISHED BUSINESS

Land Acquisition Referendum

Referendum Question:

“Are you in favour of the proposal by SEAPARC (Sooke Electoral Area Parks and Recreation Commission) that the Capital Regional District (CRD) Board adopt Bylaw No. 4052, “Sooke and Electoral Area Recreation and Facilities Loan Authorization Bylaw No. 1, 2016” authorizing the Capital Regional District to borrow an amount up to SEVEN HUNDRED AND FIFTY THOUSAND DOLLARS (\$750,000) for the purpose of purchasing the 23-acre 6518 Throup Road property for the future development and enhancement of recreation services for the residents of Sooke and Juan de Fuca Electoral Area.

YES or NO?”

Public Information Sessions:

- | | | |
|------------------------------------|-------------|---|
| • Monday, April 4 th | 6:00-8:00pm | JdFEA Planning Services Office
#3-7450 Butler Road |
| • Wednesday, April 6 th | 6:00-8:00pm | Shirley Community Hall
2795 Sheringham Point Road |
| • Thursday, April 7 th | 5:30-7:30pm | Port Renfrew Recreation Centre
6638 Deering Road |
| • Monday, April 11 th | 6:00-8:00pm | East Sooke Community Hall (old Fire Hall)
1397 Coppermine Road |
| • Monday, April 18 th | 6:00-8:00pm | SEAPARC Leisure Complex
2168 Phillips Road |

Advance Voting, Wednesday, April 20 & 27, 2016, 8am-8pm

- East Sooke Community Hall (old Fire Hall), 1397 Coppermine Road
- Sooke Community Hall, 2037 Shields Road

General Voting Day, Saturday April 30, 2016, 8am-8pm

- Port Renfrew Recreation Centre, 6638 Deering Road
- Shirley Community Hall, 2795 Sheringham Point Road
- JdFEA Planning Services Office, #3-7450 Butler Road
- East Sooke Community Hall (old Fire Hall), 1397 Coppermine Road
- Sooke – SEAPARC Leisure Complex, 2168 Phillips Road

STAFF NEWS



**STAFF REPORT TO THE SOOKE &
ELECTORAL AREA PARKS AND RECREATION COMMISSION
MEETING MARCH 8, 2016**

SUBJECT: Staff News

PURPOSE/ISSUE: Information

PROGRAM SERVICES:

Staffing

Wyatt Church has been hired as an Aquatic Worker 1. Wyatt has been working in the SEAPARC Community Recreation Programs for the past 3 years.

Aquatic

There has been an increase in daytime school bookings, including the Grade 2 Red Cross Lessons, the Grade 3 Swim to Survive program, and school swims.

Sunday morning Aqua Zumba with Colleen di Lallo has met with great success, with 13 people registered, in addition to regular drop-in participants.

Community Recreation

Over 100 people attended the February 14th Coast Capital Free Skate.

Adult Program revenue is up approximately \$1500.00 for the first two months of 2016, compared to 2015. School Age Program revenue is also up by approximately \$1500 for the first two months of 2016.

Registration in Pro D Camps remains strong with 16 children participating in the February 19th camp.

ADMINISTRATION:

Staffing

Shawn Read (Facility Maintenance Worker 3) has accepted a six month term position as a Carpenter with CRD Regional Parks. A term Auxiliary position will be posted to fill Shawn's position.

Bike Park

A volunteer work party has been organized for spring maintenance of the Bike Park on Sunday March 20, 2016. Once this is complete, the park will be ready to open for public use (weather permitting). Improvements scheduled to be completed include the addition of picnic tables and a bicycle repair stand installation.

Colleen Hoglund
Program Services Manager

Steve Knoke
SEAPARC Manager