

**Capital Regional District  
Sooke & Electoral Area Parks and Recreation Commission  
Minutes of a Regular meeting held Tuesday, May 10, 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, P. Grove, R. Kasper (Sooke Director)  
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 1:03 pm.

**2. ADOPTION OF AGENDA**

**MOVED** by Commissioner Berger, **SECONDED** by Commissioner Perkins that the agenda be adopted as presented.

**CARRIED**

**3. ADOPTION OF MINUTES**

**MOVED** by Commissioner Berger, **SECONDED** by Commissioner Grove that the minutes of the April 18, 2016 meeting be adopted.

**CARRIED**

**4. CORRESPONDENCE**

a) Chris Stalker – EV Charging Station

Mr. Stalker's requests that an electrical vehicle (EV) charging station be installed in Sooke and suggests that SEAPARC would make a good location for a station given the number of visitors from outlying communities that travel to the facility for sporting and community events.

**MOVED** by Commissioner Grove, **SECONDED** by Commissioner Berger that staff research EV charging station installation options/costs and report back to the Commission at future meeting.

**CARRIED**

**5. CHAIR'S REPORT**

**6. DIRECTORS' REPORT**

**7. STAFF REPORTS**

a) **Staff News**

**ADMINISTRATION:**

Land Acquisition Referendum

The Sooke and Juan de Fuca Electoral Area referendum held April 30, 2016 to authorize borrowing of \$750,000 for the purpose of purchasing the 23 acre property located at 6518 Throup Road was successful with the following results:

In Favour 978  
Opposed 209

Bylaw 4052 will now proceed to adoption by the CRD Board at its meeting on May 11, 2016.

#### Canada 150 Celebration Project

As part of a Canada 150 Celebration Project funding application being spearheaded by Elida Peers with partnership from the Sooke Fine Arts Society, T'Souke and Songhees Nations, SEAPARC has agreed to serve as a site for a "legacy sculpture". The initiative, if successful, would eventually see a series of sculptures, based on local First Nations myths, situated throughout the area.

#### LED Lighting Project

SEAPARC received three responses to its tender call for the LED lighting project to replace current lighting in pool and arena. The goal is to complete the project during our regular annual pool shutdown period. As a part of this project SEAPARC will be conducting building hazard assessment. BC Hydro will have contributed a grant of approximately \$35,000 towards this energy saving project. Contract awarding in process.

### **b) Staff Report – Proposed Fees & Charges 2016/17**

The SEAPARC Manager reviewed proposed fee increases and amendments to the Recreation Services and Facilities Fees and Charges Bylaw, effective September 1, 2016.

The following fee increases/additions/corrections were proposed:

- Admission Fees – 2-5% (with the exception of annual passes & arena dry floor drop-in fees)
- Rental Fees – approx. 1%
- Private Swim & Skate Lessons – 4-5%
- Correction made to Dry Floor Non Move In/Out rates to reflect the Fees & Charges Policy which states it will be 50% of the Day rate
- Addition of Golf Course Greens Fees and Rentals

Discussion points included:

- Perception that SEAPARC Youth Prime rates are higher than other facilities
- Inherent difficulties in comparing rates between facilities with differing prime time hours
- Some facilities may have greater flexibility in setting rates as they are not bound by the same rules/regulations

**MOVED** by Commissioner Berger, **SECONDED** by Commissioner Perkins that the Commission approve the proposed SEAPARC Recreation Fees and Charges for 2016/17 effective September 1, 2016 for inclusion in the 2016/17 Fees and Charges Bylaw to be approved by the CRD Board.

**MOVED** by Commissioner Grove, **SECONDED** by Director Kasper that the Commission approve the addition of "Golf Course Greens Fees and Rentals" in the 2016/17 Fees and Charges Bylaw.

**CARRIED**

and 2015/16 Fees & Charges amendment:

**MOVED** by Commissioner Grove, **SECONDED** by Director Kasper that the Commission recommends to the CRD Board that the 2015/16 Fees & Charges Bylaw be amended to include "Golf Course Greens Fees and Rentals".

**CARRIED**

### **c) Staff Report – Sooke Fine Arts Show Rental Rates**

Sooke Fine Arts Society (SFAS) currently rents the arena each summer to host the annual Sooke Fine Arts Show. This popular local event, the result of considerable community effort with over 300 volunteers involved, sees approximately 8500 visitors attend each year. In May, 2013 the Commission amended SEAPARC's Fees & Charges Policy by including an Art Show rental rate of approximately 20% of Prime Rate. In January, 2015 a SFAS delegation presented a request for consideration for future rental rates as their current 5 year rental agreement ends in 2016.

Staff propose that the daily rates for the 2017-20 Dry Floor Complex annual Sooke Fine Arts rental continue to increase approximately 2% per year on top of any annual incremental increases until a rate of 20% of the current Prime Rate is attained. Over the last 4 years the increases have ranged between \$300-600 annually. The proposed increases would be consistent with the current average.

Discussion points included:

- Benefits to the community versus cost of subsidy
- Changes to the show over the years including paid staff, increased entrance fees and commissions
- Rates charged by other facilities for similar events

**MOVED** by Director Kasper, **SECONDED** by Commissioner Grove that the Daily Rates for 2017-20 Dry Floor Complex Annual Sooke Fine Arts rental continue to increase 2% per year on top of any annual incremental increases until a rate of 20% of the current Prime Rate is attained.

**CARRIED**

## 8. PUBLIC QUESTION PERIOD

## 9. ROUND TABLE

Commissioner Perkins noted that Len Bjola, former manager of Sooke Arena, passed away on May 4, 2016. Mr. Bjola worked at the Arena for 17 years and his legacy lives on in the arena's hand built wood bleachers.

## 10. MOTION TO MOVE IN CAMERA

**MOVED** by Commissioner Perkins, **SECONDED** by Commissioner Bishop to close the meeting in accordance with the Community Charter, Part 4, Division 3, 90 (1) (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

**CARRIED**

The in camera meeting commenced at 2:04 pm and adjourned at 3:07 pm. The regular meeting reconvened at 3:07 pm.

## 11. ADJOURNMENT

The regular meeting adjourned at 3:08 pm.

Next meeting scheduled for Tuesday, June 14 at 1pm.

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Mike Hicks, Chair

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Lynn MacDonald, Recorder