

**Capital Regional District
Sooke & Electoral Area Parks and Recreation Commission
Minutes of a Special meeting held Tuesday, May 24, 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, D. Bishop, P. Grove, R. Kasper (Sooke Director)
Staff: S. Knoke, SEAPARC Manager, L. MacDonald, Recording Secretary, C. Hoglund, Program Services Manager
Absent: 0
Public: 0
Press: 0

1. CALL TO ORDER

The Vice Chair called the meeting to order at 9:03 am.

2. ADOPTION OF AGENDA

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

CARRIED

3. STAFF REPORT(s)

a) CANADA 150 Community Infrastructure Grant

The Federal Government recently announced a second call for proposals for the CANADA 150 Community Infrastructure Grant Program to invest in “projects that seek to renovate, expand and improve existing community infrastructure.” One of the priorities in this round will be recreational facilities. Staff propose to submit an application for \$500,000 towards the cost of a fitness and multi-purpose room expansion. \$1.25 million has been budgeted for a fitness/multi-purpose room expansion (\$750,000 in 2017 and \$500,000 in 2018).

Director Hicks entered the room at 9:15am.

Discussion points included:

- Project readiness (priority will be given to projects that can complete by Fall, 2017)
- Flexibility in plans (ie. modifications to space allotment for fitness v. multi-purpose)
- Prioritizing of project submissions by CRD (required by agencies submitting multiple applications)

MOVED by Commissioner Grove, **SECONDED** by Commissioner Bishop that the Sooke & Electoral Area Parks and Recreation Commission (SEAPARC) recommend that the CRD Board support submission of a CANADA 150 Community Infrastructure Program grant application to construct a multi-purpose facility expansion at SEAPARC Leisure Complex.

CARRIED

4. PUBLIC QUESTION PERIOD

5. ROUND TABLE

6. 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 9:25am and adjourned at 9:42am. The regular meeting reconvened at 9:43am.

7. RISE AND REPORT

MOVED by Director Kasper, **SECONDED** by Commissioner Berger, to rise and report the following information regarding the purchase and operation of DeMamiel Creek Golf Course:

- Property purchase closing date: June 16, 2016;
- SEAPARC staff will open and operate DeMamiel Creek Golf Course on a breakeven basis in 2016 utilizing a staff structure that would contract greens and fairway turf maintenance to a qualified individual or organization with the remainder of the operation being undertaken by SEAPARC staff;
- The 2016 SEAPARC operating budget is to be amended to include the projected \$55,200 in revenue and expenses to open and operate the course;
- SEAPARC will hire Auxiliary "Golf Course Host(s)" for position(s) ending September 30, 2016;
- That staff are authorized to utilize up to \$25,000 from the Capital Reserve Fund for the purchase of a used rotary mower suitable for both golf course rough and Stan Jones ball field mowing.

CARRIED

8. ADJOURNMENT

The regular meeting adjourned at 9:48am.

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

Mike Hicks, Chair

Lynn MacDonald, Recorder