

**Capital Regional District  
Sooke & Electoral Area Parks and Recreation Commission  
Minutes of a Regular meeting held Thursday, February 16, 2017  
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), B. Berger, D. Bishop, P. Grove, J. Perkins (Vice-Chair), M. Tait (Sooke Director), A. Wass-Little  
Staff: S. Knoke, SEAPARC Manager, L. MacDonald, Recording Secretary, C. Hoglund, Program Services Manager  
Absent: n/a  
Public: 1  
Press: 0

**1. CALL TO ORDER**

The Chair called the meeting to order at 6:02 pm.

**2. ELECTION OF THE CHAIR/VICE-CHAIR**

The SEAPARC Manager called for nominations for the position of Chair of the Sooke & Electoral Area Parks and Recreation Commission for 2017 and Director Hicks' name was put forward. The SEAPARC Manager called two times for further nominations and, as there was none, Director Hicks was declared Chair.

The Chair called for nominations for the position of Vice-Chair of the Sooke & Electoral Area Parks and Recreation Commission for 2017 and Commissioner Perkins' name was put forward. The SEAPARC Manager called two times for further nominations and, as there was none, Commissioner Perkins was declared Vice Chair.

**3. ADOPTION OF AGENDA**

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

**CARRIED**

**4. ADOPTION OF MINUTES**

**MOVED** by Commissioner Bishop, **SECONDED** by Commissioner Grove that the minutes of the December 13, 2016 meeting be adopted.

**CARRIED**

**5. DELEGATION**

**a) Dan Hammick – Disc Golf Course**

Mr. Hammick, owner/operator of a disc golf course in Puerto Vallarta and disc golf course designer, proposed utilizing DeMamiel Creek Golf Course and/or forested land on SEAPARC property for the purpose of operating a disc golf course. Mr. Hammick noted the popularity of the sport with over 6,000 courses in 45 countries and a professional governing body hosting world championships. Courses are now located in Nanaimo, Comox/Courtenay, Campbell River, Mt. Washington, Pender Island as well as Metchosin Golf Course. Admission rates average at \$10 per adult, \$5 per child. Mr. Hammick proposes an agreement whereby he would manage the course or, alternatively, contract to design, build and equip a course.

## 6. CHAIR'S REPORT

The Chair provided background information on Vancouver Island Regional Library's (VIRL) interest in SEAPARC as a potential site for the new Sooke library branch. The VIRL Board approached SEAPARC regarding this matter in December, 2016. At their December 14, 2016 meeting, the CRD Board supported the Commission's request to have staff work with the VIRL Board to investigate the possibility of siting the new library at SEAPARC. It is understood that several locations are currently being considered and a final decision is expected from VIRL in the next few months.

## 7. DIRECTORS' REPORT

Director Tait noted that the 5.2 acre Wadam's Way property acquired by the District in 2016 for future development including a potential site for the new VIRL branch, will serve as a prime asset for the community and provide opportunities for Council to meet the many needs of a growing population in a centralized, level and easily accessible location.

## 8. YOUTH MEMBER REPORT

No report.

## 9. UNFINISHED BUSINESS

### a) Staff Report: Electrical Vehicle Charging Station

SEAPARC received a \$495 BC Fleet Champions Program grant for an electrical vehicle (EV) charging station site assessment carried out by AES Engineering Ltd. Installation costs would range from approximately \$6,000 for a single station to \$9,000 for a double station. It is anticipated that the provision of free electricity would cost less than the implementation of a fee based point of sale system. It is estimated that a typical charging station will use \$300 of electricity per year if used on a daily basis. The Manager noted that most Victoria area recreation facilities now offer this service at no charge.

The CRD has been pre-approved to receive an incentive of 33% of total project costs up to \$2,000 for the cost of installing charging infrastructure at SEAPARC thereby reducing the estimated cost of a single 40 amp charging station to approximately \$4,000. It is suggested that a single station be installed in the parking lot adjacent to the south end of the arena given its proximity to current power supply, coverage by video surveillance cameras and opportunity for future expansion (addition of a second charger).

**MOVED** by Director Tait, **SECONDED** by Councillor Berger that \$4,000 be accessed from the Capital Reserve Fund for the installation of a single electric vehicle charging station at SEAPARC Leisure Complex.

**CARRIED**

## 10. STAFF NEWS

### PROGRAM SERVICES:

A number of family friendly events have been held in the past two months including the Festival of Trees, which raised over \$1,640 for the BC Children's Hospital. Thank you to Aquatic Programmer Elizabeth Olsen for once again coordinating the Festival of Trees event. Our popular Skate with Santa was held December 18<sup>th</sup> and several regular fun swims were held including a Coast Capital sponsored free swim on January 20<sup>th</sup>. We continue to offer \$2 admission on Pro D Days, which prove to always be well attended. SEAPARC received a \$1,000 grant from the Province of BC, in support of our annual February 13<sup>th</sup> Family Day event (see attachment).

To provide increased value for membership purchases, four new dryland fitness classes have been introduced and staff continue to look at options for expanding program services, including increasing seniors' programs options in response to community requests. This will include dedicating a page in the Active Living Guide to active aging programs and services.

## **ADMINISTRATION:**

### Lacrosse Spring Rental

SEAPARC has been approached by a local lacrosse coach to provide space for training during the spring lacrosse season. SEAPARC will provide the arena dry floor at the local youth rate developed to support local youth sporting activities.

### Parking Lot Banners

The District is working with Elida Piers and the JDF Salmon Enhancement Centre to create/install light standard banners throughout Sooke with designs from local artists in honour of the Canada 150 celebrations. These banners will be ready for March/April and be hung every year during the fall spawning season.

### Preventative Maintenance Co-op Student

Naveen Kashyap, a University of Victoria Engineering Co-op Program student, has been hired for a three month term to assist SEAPARC in implementing an asset management program. Naveen's first step will be to complete an inventory of SEAPARC's critical assets.

### Pool Natural Gas Boiler

SEAPARC experienced some challenges during the tuning phase of the pool's natural gas boiler project. Shower temperatures suffered and we received several complaints from our customers. The boiler loop temperature was not set at the appropriate temperature. This issue has been addressed and the boiler is now performing to standards.

### Golf Course

Staff are currently working the launch of the golf season with opening day scheduled for April 29, 2017. A shed has been purchased for future office development and will replace the aging trailer currently on site. Marketing the golf course will be important step in developing golf course business. Staff would like to investigate further promotional opportunities/partnerships.

**MOVED** by Commissioner Grove, **SECONDED** by Director Tait that staff pursue promotional opportunities/activities for DeMamie Creek Golf Course.

**CARRIED**

### Capital Plan Amendment

The 2017 Capital Plan has been amended to remove \$500,000 in anticipated Canada 150 Community Infrastructure Program funding for the Fitness Expansion project as the 2016 grant application was unsuccessful. \$750,000 remains allocated in both 2017 and 2018 (total \$1.5 million) towards the project.

## **11. PUBLIC QUESTION PERIOD**

## **12. ROUND TABLE**

Commissioner Bishop queried plans for Skate Park maintenance and repairs this year and noted the popularity of the facility. The SEAPARC Manager reported that the property lease with School District 62 expires this year. New lighting, a water fountain and a repair station have been installed in the past few years and \$10,000 in concrete crack sealing & repairs were carried out in 2015. An inspection of the park will be carried out this spring with a report back to the Commission at a future meeting.

## **13. ADJOURNMENT**

The regular meeting adjourned at 7:40 pm.

Next meeting scheduled for March 16, 2017 @ 6pm