



AGENDA
CAPITAL REGIONAL DISTRICT
SOOKE & ELECTORAL AREA PARKS AND RECREATION COMMISSION
General Meeting, SEAPARC Boardroom
Thursday, March 16, 2017 at 6pm

Sooke & Electoral Area
Parks and Recreation
Commission

OFFICE LOCATION:

SEAPARC
Leisure Complex
2168 Phillips Road
Sooke, BC

MAILING ADDRESS:

PO Box 421
Sooke, BC
V9Z 1H4

TELEPHONE:

250-642-8000

FAX:

250-642-4710

EMAIL:

seaparc@crd.bc.ca

WEBSITE:

www.seaparc.ca

1. Call to Order
2. Adoption of Agenda
3. Approval of the Minutes of February 16, 2017
4. Chair's Report
5. Directors' Report
6. Youth Member Report
7. New Business:
 - a) Staff Report: Sooke Skate Park Information
8. Staff News
9. Public Question Period
10. Round Table
11. Adjournment

**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**

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. Hogle, 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 18th and several regular fun swims were held including a Coast Capital sponsored free swim on January 20th. 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 13th 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 DeMamiel 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

Mike Hicks, Chair

Lynn MacDonald, Recorder



**REPORT TO SOOKE ELECTORAL AREA PARKS
AND RECREATION COMMISSION
MEETING OF THURSDAY, MARCH 16, 2017**

SUBJECT

Sooke Skate Park

ISSUE

To provide information to the Commission on the current condition of the Sooke Skate Park.

BACKGROUND

2017 marks the 20th anniversary of the Sooke Skate Park. The 20,000 square foot park was built in 1997 by the Rotary Club of Sooke and constructed on a budget of \$170,000. Funding for the original project was largely made up of donations from the Rotary Club with additional funding provided by the Royal Canadian Legion Club, Lions Club and individuals in the community. The park was designed by two individuals - Jim Merrill and Fern Sutherland; a house builder and an interior designer respectively. The park was constructed by local companies and individuals in Sooke who volunteered their time. The extent of volunteer commitment displayed during the park's construction is a testament to community involvement.

The park lies on land leased from School District 62 by the CRD. The current lease expires in 2017 and the CRD has started discussions to renew the lease with School District 62 for another term. The location is strategic as it is easily accessible by youth. The park is in regular use by the youth of both Sooke and Westshore. Staff will be installing an infrared trail counter to keep statistical records on park usage.

DISCUSSION

The Sooke Skate Park is nearing the end of its service life. The facility is currently in fair condition. The park is currently receiving ongoing and routine maintenance annually. The park is inspected daily by staff and a repair station, water fountain and new lighting have been added in the past few years. Major maintenance of the skate park was performed in 2015 by RADA Resurfacing at a cost of approximately \$14,000 with problem areas being addressed and fixed. Maintenance costs will continue to climb and eventually become cost prohibitive.

The 2015 SEAPARC Strategic Plan, identifies the Skate Park as a "medium term initiative" (projects to be completed within 5 to 10 years) and suggests that SEAPARC:

"replace the existing skate park and expand, or create two separate skate parks in different locations in Sooke, but both in close proximity to the schools in the community. The primary skate park could also include a parkour circuit and/or a relocated bike skills circuit should it outgrow the SEAPARC location."

Two skate park construction companies have been contacted to request an assessment of the park and provide professional insight on how SEAPARC can effectively and efficiently add or upgrade new structural components to enhance overall rider experience at the park. Should SEAPARC wish to pursue a formal assessment, a consultant would need to be retained at an estimated cost of \$5,000.

The Sooke Skate Park will require upgrades to fixtures as it comes to the end of its functional service life of 25 years (based on experience in the Skate Park industry). Three options are worthy of consideration:

Maintain

- Invest in regular maintenance of the original skate park as is currently the case in order to extend the service life for a short term (approx. 5 years)

Advantages	Disadvantages
<ul style="list-style-type: none"> • Smaller amount of funding required • No downtime as update will purely be maintenance based 	<ul style="list-style-type: none"> • Level of safety will remain the same • Park will become outdated as design and construction are circa 1997 • Skate park will need to be decommissioned in the near future as maintenance of the park will become cost prohibitive

Update/ Renovate

- Invest significant funding (\$400-800K) and build a new smaller skate park (approx. 5,000–7,000 sq ft) in a new location while keeping the existing skate park up and operating (with regular maintenance) for the remainder of its service life.

Advantages	Disadvantages
<ul style="list-style-type: none"> • Enhanced safety and user experience (modern design, new obstacles) • Increased service life (approx. 25 years) • No downtime while constructing new park • Youth are able to access two skate parks in Sooke for a period of time 	<ul style="list-style-type: none"> • New skate park will be smaller, roughly half the size of the original skate park • Original skate park will need to be decommissioned in approx. 5 years • Will need to acquire new property to build a new smaller skate park

Replacement

- Invest significant funding (\$800-1.2million) to demolish the existing skate park and build a new skate park in the same location.

Advantages	Disadvantages
<ul style="list-style-type: none"> • Enhanced safety and user experience, modern design, new obstacles) • Increased service life (approx. 25 years) • Utilizing the same land as the original skate park to build the new park 	<ul style="list-style-type: none"> • Large amount of monetary resources required to complete the project • Downtime (youth will not be able to access the skate park for a period of time)

The current Capital Plan includes a \$150,000 allocation to the Skate Park in 2021. SEAPARC staff can explore options for potential loans and/or grants as well as allocating funds from the Capital Reserve toward a project.

ALTERNATIVES

1. That the Commission receive this report for information
2. That the Commission direct staff to retain a consultant to further investigate replacement of the asset

CONCLUSION

The Skate Park will require renovations or updates in order to stay current with modern skate parks throughout the region and capital planning/funding will be required to fund these renovations or updates.

RECOMMENDATION(S)

The Commission receive this report for information.



Steve Knobe
SEAPARC Manager

WRITERS INITIALS: NK



**STAFF REPORT TO THE SOOKE &
ELECTORAL AREA PARKS AND RECREATION COMMISSION
MEETING MARCH 16, 2017**

SUBJECT: Staff News

PURPOSE/ISSUE: Information

PROGRAMS:

SEAPARC donated 170 drop-in passes and prize giveaways, to support the Youth Empowerment Summit organized by Cpl. Scott Hilderley and held at Journey Middle School on March 1. The entire school was involved in a day of activities focused on building self-esteem, gratitude, kindness and overcoming fears.

ADMINISTRATION:

2017 Strategic Priorities Fund

The Union of BC Municipalities (UBCM) announced a new intake of applications for the Strategic Priorities Fund (SPF) which supports infrastructure and capacity building projects that are either large in scale, regional in impact or innovative, and align with the program objectives of productivity and economic growth, a clean environment and strong cities and communities.

The SPF provides up to 100% funding for eligible capital and capacity building projects to a maximum SPF contribution \$6 million per project. There is approximately \$180 million in SPF funding available for this intake. Local governments may submit up to two capital applications and one capacity building application.

Eligible Applicants: Local Governments may choose to apply either as an individual applicant, or as a sponsor for another Ultimate Recipient. Ultimate Recipients are defined as: a local government; a non-municipal entity including for-profit, non-governmental and not-for-profit organizations; and BC Transit.

Application deadline: June 1, 2017

Examples of eligible capital infrastructure projects related to sports and recreation:

Project Category	Description	Examples
Sport Infrastructure	Amateur sport infrastructure (excludes facilities, including arenas, which would be used as a home of professional sports teams or major junior hockey teams)	<ul style="list-style-type: none"> • Sport infrastructure for community public use • Sport infrastructure in support of major amateur athletic events
Recreation Infrastructure	Recreational facilities or networks	<ul style="list-style-type: none"> • Large facilities or complexes which support physical activity such as arenas, gymnasiums, swimming pools, sports fields, tennis, basketball, volleyball or other sport-specific courts, or other facilities that have sport and/or physical activity as a primary rationale • Community centers that offer programming to the community at large, including all segments of the population • Networks of parks, fitness trails and bike paths

In the last SPF intake (2015), SEAPARC/CRD's application for \$1.6 million to construct an artificial turf field at Fred Milne Field was unsuccessful.

Golf Course

A six month auxiliary Assistant Greenskeeper position has been posted (internally). This position will oversee the regular maintenance of the golf course and greens.

Bike Park

The bike park is scheduled to open in the coming weeks - weather permitting. A work party will be organized and the jumps will receive annual maintenance.

Disc Golf

A proposal has been received from Dan Hammick to purchase and install disc golf equipment on the existing DeMamie Creek course. The estimated capital investment to install a disc course on our existing property is approximately \$18,000.



Colleen Hoglund
Program Services Manager



Steve Knoke
SEAPARC Manager