



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](mailto:seaparc@crd.bc.ca)

WEBSITE:

[www.seaparc.ca](http://www.seaparc.ca)

**AGENDA**  
**CAPITAL REGIONAL DISTRICT**  
**SOOKE & ELECTORAL AREA PARKS AND RECREATION COMMISSION**

General Meeting, SEAPARC Boardroom  
Thursday, April 20, 2017 at 6pm

1. Call to Order
2. Adoption of Agenda
3. Approval of the Minutes of March 16, 2017
4. Correspondence:
  - a) Sheryl Friesen – Travel Assistance Funding Request
5. Chair's Report
6. Directors' Report
7. Youth Member Report
8. New Business:
  - a) Staff Report: Strategic Priorities Fund
  - b) Staff Report: Skate Park Lease
9. Staff News
10. Public Question Period
11. Round Table
12. Adjournment

**Capital Regional District  
Sooke & Electoral Area Parks and Recreation Commission  
Minutes of a Regular meeting held Thursday, March 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), D. Bishop, P. Grove,  
J. Perkins (Vice-Chair), R. Kasper (Sooke Alternate Director),  
Staff: S. Knoke, SEAPARC Manager, L. MacDonald, Recording Secretary, N. Kashyap, Co-op  
Student  
Absent: B. Berger, M. Tait, A. Wass-Little, C. Hoglund  
Public: 0  
Press: 0

**1. CALL TO ORDER**

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

**2. ADOPTION OF AGENDA**

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

**CARRIED**

**3. ADOPTION OF MINUTES**

**MOVED** by Commissioner Grove, **SECONDED** by Commissioner Bishop that the minutes of the February 16, 2017 meeting be adopted.

**CARRIED**

**4. CHAIR'S REPORT**

The Chair provided an update on the status of site selection for the new Vancouver Island Regional Library (VIRL) branch in Sooke. With the VIRL Board scheduled to meet on March 18, 2017 to determine the library site, two options are currently on the table: SEAPARC Leisure Complex or rent/lease of retail space. Land originally purchased by the District for the new site (Lot A, Wadam's Way) had been removed from consideration given costs of developing the land for building. A March 14, 2017 letter from Gabryel Joseph, Acting Chief Administrative Officer, advising of Sooke Council's March 13th resolution to not support SEAPARC as the library site was reviewed. The Chair sought the Commission's support to withdraw SEAPARC from consideration by the VIRL Board as a potential branch location.

**MOVED** by Director Kasper, **SECONDED** by Commissioner Perkins that the offer of SEAPARC as a location for a Vancouver Island Regional Library branch be withdrawn.

**CARRIED**

Opposed: Bishop, Grove

Following further discussion and given that that the original vote was not unanimous, the Chair asked that the motion be reconsidered.

**MOVED** by Commissioner Grove, **SECONDED** by Commissioner Bishop that the motion be reconsidered.

**CARRIED**

The original motion was reconsidered and the motion was defeated.

**DEFEATED**

Opposed: Bishop, Grove, Hicks

The Chair requested that the Commission give him the authority to determine whether to remove SEAPARC as a potential site location at the VIRL Board meeting.

**MOVED** by Commissioner Grove, **SECONDED** by Commissioner Bishop that the Commission authorize Director Hicks to make the decision whether to include SEAPARC as a potential site for a Vancouver Island Regional Library branch or withdraw SEAPARC from the table at the VIRL Board meeting.

**CARRIED**

Opposed: Kasper

## 5. DIRECTORS' REPORT

No report

## 6. YOUTH MEMBER REPORT

No report.

## 7. NEW BUSINESS

### a) Staff Report: Sooke Skate Park Information

The SEAPARC Manager reported on the current condition of the Sooke Skate Park. 2017 marks the park's 20<sup>th</sup> anniversary since opening in 1997 and the year in which the current lease with the Sooke School District expires. Staff are working with the School District to draft a new lease. Given that the park is nearing the end of its functional service life of approximately 25 years, three options for the future of the park were presented: maintain, update/renovate, or replace.

**MOVED** by Commissioner Perkins, **SECONDED** by Commissioner Bishop that the Staff Report be received for information.

**CARRIED**

## 8. STAFF NEWS

### PROGRAM SERVICES:

### PROGRAMS:

SEAPARC participated in Journey Middle School's Youth Empowerment Summit on March 1. Organized by Cpl. Scott Hilderley, activities focused on building self-esteem, gratitude, kindness and overcoming fears.

### ADMINISTRATION:

The Union of BC Municipalities has announced a new intake of applications for their Strategic Priorities Fund which supports infrastructure and capacity building projects. The CRD can apply for two capital applications. SEAPARC staff will pursue an application for funds to assist with the fitness gym expansion.

The SEAPARC Manager will be forming a working group as the first step in the process toward design/construction of a fitness gym expansion at SEAPARC in 2017/18.

### Facilities

A six month Auxiliary term position has been posted for an Assistant Greenskeeper for DeMamiel Creek Golf Course. A shed has been purchased to replace the trailer currently used as an office at the golf course.

**MOVED** by Director Kasper, **SECONDED** by Commissioner Bishop that staff dispose of the old house trailer located at DeMamiel Creek Golf Course.

**CARRIED**

A proposal for the purchase and installation of disc golf equipment was received from Dan Hammick (approx. cost \$18,000). Staff have determined that SEAPARC is not in a position to undertake a project of this type at this time.

The Bike Park remains closed due to wet weather condition issues. A volunteer work party is being organized for early April to prepare the park for opening.

Sooke Fine Arts will be installing a sculpture in the next few months beside the main entrance doors. The six foot high steel "legacy sculpture" designed by Salish Artist Chris Paul is being funded through the Canada 150 Celebration Project and is based on a Coast Salish story evoking the earliest shaping of the southern Vancouver Island region.

#### 2016 Budget Surplus

The SEAPARC Manager reviewed the 2016 Operating Budget surplus estimated to total approximately \$103,000. The surplus includes approximately \$61,000 in savings on heating oil costs and \$23,000 in contingency funds not spent.

**MOVED** by Commissioner Bishop, **SECONDED** by Commissioner Grove that the SEAPARC 2016 budget surplus be transferred to the Capital Reserve Fund.

**CARRIED**

#### **9. PUBLIC QUESTION PERIOD**

#### **10. ROUND TABLE**

#### **11. ADJOURNMENT**

The regular meeting adjourned at 7:53pm.

Next meeting scheduled for April 20, 2017 @ 6pm

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Mike Hicks, Chair

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Lynn MacDonald, Recorder

(received via email)

March 27, 2017



Steve Knoke  
SEAPARC Manager  
SEAPARC Leisure Complex

Dear Mr. Knoke

Brayden Friesen is a 16 year old Sooke resident who has qualified to represent Canada in the BMX Worlds in South Carolina from July 22-30 2017. Unfortunately in the World of competitive sports there is little to no sponsorships for athletes. Flights, hotels, car rentals, racing entrance fees and shipping of his bike is all racers expenses. Brayden also has many other trips to Washington and around the province to prepare for the Worlds both with training and race experience.

With all that in mind we are hoping that Seaparc might be able to assist with some financial assistance to help Brayden fulfill his dream and goals to race for Team Canada at the BMX Worlds. .

This is a wonderful opportunity for him to make our community proud. Thank you for your consideration of this request. Please let me know if you require any further information.

Yours truly,

Sheryl Friesen

By Sooke News Mirror  
 Published: **January 17, 2017 06:00 PM**  
 Updated: **January 17, 2017 11:1111 AM**

While Brayden Friesen has raced against countless other competitors, it's likely that few of his opponents can say they were introduced to the sport of BMX by their grandmother.

Friesen loved riding his bike from a young age, but he didn't get his start in BMX until his grandmother took him to the track at the Juan de Fuca Recreation Centre in Colwood. He was instantly hooked.

"I kind of just fell in love with it," he said.

Friesen's grandmother, Langford resident Carol Sykes, had little knowledge of what she was getting him involved in, or where the sport would lead for her grandson.



*Photo contributed*

**Brayden Friesen of Sooke has his home base at the Juan de Fuca BMX track in Colwood.**

And no one could have foreseen that it would eventually take the Sooke resident to the Under-16 BMX World Championships. The Worlds were a goal that the 16 year old set for himself last year, but it was only thanks to his mother that he became aware of the qualifiers in Calgary.

"He had set this goal and I kept telling him to look into it ...," recalled Friesen's mother, Sheryl. "Finally one day I looked it up and I (asked him), 'Do you realize the qualifier for the Worlds is in two weeks?'"

At the qualifiers, Friesen had what he called "the best crash he's ever had," because it came in the finals, after he'd already secured a spot on Team Canada as one of the top eight riders. "I still can't believe it. It's pretty awesome," he said.

Crashes are hardly a rarity for BMX riders and Friesen has had his share. One injury he's still getting over came after he jumped the start and flipped over the gate, landing on his hands and awkwardly bending his fingers.

Friesen, who has what his mom calls an unlimited tolerance for pain, kept riding through the weekend before finally going to the hospital to have his injuries checked.

"They casted him right from the tips of his fingers to his elbow to make sure that he would not get on his bike the next day ... He was mad," Sheryl said. She's able to nervously watch her son's races, despite the obvious potential for danger, but it's another story for his grandmother. "My mom won't watch his races anymore. She turns her back."

The Juan de Fuca track is helpful in getting him ready for competitions, as its length helps him build stamina and conditioning for when he

competes at shorter tracks. Friesen also benefits from his home track's "pro" section, the only one on the Island, which allows him to practice some larger jumps.

While he keeps busy in the winter doing sprints on his bike and playing hockey – the sport helps build balance and speed, he says – he can hardly wait for the Juan de Fuca track to reopen in the spring.

That's when he'll begin to ramp up his training for the Worlds, which take place July 25 to 30 in Rock Hill, S.C. Friesen is hoping for a top-20 finish.

"I'm pretty proud to see that he can set goals and he works extremely hard to try to obtain (them)," Sheryl said.

Eventually, his mind will be on an even bigger prize and the ultimate goal: the Olympics. "I want to take it as far as I can go," Friesen said.

One goal down, but plenty still to come.

*joel.tansey@goldstreamgazette.com*

**Find this article at:**

<http://www.sookenewsmirror.com/sports/410969225.html>



**STAFF REPORT TO THE SOOKE &  
ELECTORAL AREA PARKS AND RECREATION COMMISSION  
MEETING OF APRIL 20, 2017**

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**SUBJECT** Grant Opportunity: Strategic Priorities Fund

**ISSUE**

To request Commission endorsement of an application to the Union of BC Municipalities Strategic Priorities Fund to assist with funding of the planned fitness gym facility expansion.

**BACKGROUND**

The Union of BC Municipalities (UBCM) has 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. The CRD Finance Committee will be reviewing potential applications at their May 3 meeting. The application deadline is June 1, 2017

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. SEAPARC's 2015 Strategic Plan identified a fitness gym/multi-purpose room expansion as the number one priority for short term initiative (1-5 years). The Commission has committed \$1.5 million towards facility expansion through the 5 year budgeting process (\$750,000 in 2017 & \$750,000 in 2018) with the goal of obtaining additional funds from a grant opportunity.

**ALTERNATIVES**

That the Sooke & Electoral Area Parks and Recreation Commission (SEAPARC) recommend that the CRD Board support submission of a Strategic Priorities Fund application for funding to assist with the construction a fitness gym expansion at SEAPARC Leisure Complex.  
That this report be received for information.

**IMPLICATIONS**

The proposed project aligns with the SPF requirements and SEAPARC has the resources to match the grant funding requirements and to cover grant ineligible costs.

**CONCLUSION**

SEAPARC, through its strategic and financial planning, is grant ready and worthy to optimize success through the very competitive Strategic Priorities Fund.

**RECOMMENDATION**

That the Sooke & Electoral Area Parks and Recreation Commission (SEAPARC) recommend that the CRD Board support submission of a Strategic Priorities Fund application for funding to assist with construction of a fitness gym expansion at SEAPARC Leisure Complex.

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Steve Knoke  
SEAPARC Manager



**STAFF REPORT TO THE SOOKE &  
ELECTORAL AREA PARKS AND RECREATION COMMISSION  
MEETING OF THURSDAY, APRIL 20, 2017**

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**SUBJECT** Skate Park Lease Renewal

**ISSUE**

To consider renewing a 10-year lease with School District 62 for the site of the Sooke Skate Park.

**BACKGROUND**

Early in 1997 the Rotary Club of Sooke initiated the construction of the local skate park in partnership with SEAPARC and School District 62 (SD62). The Rotary Club agreed to build the park and the Commission agreed to lease the proposed site and maintain the park upon its completion. SD62 agreed to lease land to the Commission on a site adjacent to Journey Middle School.

A 10-year lease between the CRD and SD62 was signed on August 22nd, 1997. A 10-year renewal lease between the CRD and SD62 was signed again June 30, 2007

**ALTERNATIVES**

Should the Commission not wish to renew the lease, it is stipulated the Commission will dismantle the skate park.

**FINANCIAL IMPLICATIONS**

The Commission expends approximately \$5,000 per year for supplies and maintenance of the skate park, plus approximately \$4,000 in labour charges.

The cost of renewing the lease with SD62 is anticipated to be \$25.00 for the term. The School District, by terms of the lease, has the right to set the lease fee. The intent of the current agreement is the fee will be a nominal amount.

**SUMMARY/CONCLUSIONS**

The skate park is a well-used facility amongst community youth and students of Journey Middle School. The Commission and SD62 share resources for the benefit of the community.

**RECOMMENDATION(S)**

That the Sooke & Electoral Area Parks and Recreation Commission supports renewal of the Sooke Skate Park site lease and direct staff to execute a new 10 year lease with School District 62.

A handwritten signature in blue ink, appearing to be 'SK' or similar initials.

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Steve Knoke  
SEAPARC Manager





**STAFF REPORT TO THE SOOKE &  
ELECTORAL AREA PARKS AND RECREATION COMMISSION  
MEETING APRIL 20, 2017**

**SUBJECT** Staff News

**PURPOSE** Information

**PROGRAMS**

Spring Break Camp was fully registered with 12 participants on Out Trip Days (due to bus size) and 16 participants on SEAPARC Days (due to room availability/size), with up to 6 on the waitlist. Changes in Child Care Licensing Regulations now permit children in Kindergarten to register in non-licensed full day camps (Pro-D Days, Winter & Spring Break Camps).

Spring Break Arena Drop-in Skating was well attended with 159 participants over 4 days for Everyone Welcome Skates and Family & Friends Hockey. A Coast Capital Free Skate was held on Sunday March 5.

**ADMINISTRATION**

**BCRPA Symposium**

The Program Services Manager attended the 2017 BCRPA Symposium April 5-7, 2017 in Kelowna.

**Fees and Charges**

The 2017-18 Fees and Charges are currently under development and a report will be presented at the May Commission meeting.

**Ice Allocation**

Tentative date for the 2016/17 Ice Allocation meeting is Tuesday, May 23 @ 6pm. A volunteer is sought to represent the Commission at the meeting.

**Golf Course**

An auxiliary Assistant Greenskeeper and four Golf Course Hosts have been hired. The course is scheduled to open on April 26 and remain open until the first week of October.

**Bike Park**

A volunteer work party was held in the Bike Park on April 8 to clean up and prepare the park for the season.

**Baseball**

Triangle Baseball Association is fielding five Sooke teams this season and is scheduled to begin using Stan Jones Field on April 20.

**Capital Projects Update**

- A SEAPARC fitness facility expansion working group will be meeting to discuss the future expansion.
- Arena WIFI is currently being updated to 150Mbps/15 unlimited data with Shaw
- SEAPARC's EV charging station received an additional \$2000 in grant funding from or the purchase and installation of a second charging station.

Colleen Hoglund  
Program Services Manager

Steve Knoke  
SEAPARC Manager