

**Capital Regional District
Sooke & Electoral Area Parks and Recreation Commission
Minutes of a Regular meeting held Thursday, April 20, 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,
J. Perkins (Vice-Chair), R. Kasper (Sooke Alternate Director), A. Wass-Little
Staff: S. Knoke, SEAPARC Manager, C. Hogle, Program Services Manager,
L. MacDonald, Recording Secretary
Absent: P. Grove, M. Tait
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 Wass-Little, **SECONDED** by Commissioner Berger that the agenda be adopted as presented.

CARRIED

3. ADOPTION OF MINUTES

MOVED by Commissioner Perkins, **SECONDED** by Commissioner Wass-Little that the minutes of the March 16, 2017 meeting be adopted.

CARRIED

4. CORRESPONDENCE

a) Sheryl Friesen – Travel Assistance Funding Request

Request for funding to assist with travel costs for Sooke resident Brayden Friesen (16) to represent Canada at the BMX World Championships in South Carolina, July 22-30, 2017. The Commission offers assistance (max. \$400) to local organizations and athletes (under 21) travelling to provincial (or higher level) competitions.

MOVED by Commissioner Berger, **SECONDED** by Director Kasper that \$400 be awarded to Brayden Friesen to assist with travel costs for his participation in the BMX World Championships in South Carolina, July 22-30, 2017.

CARRIED

b) Navy League of Canada (Sooke Branch) – Award Sponsorship Donation

MOVED by Commissioner Berger, **SECONDED** by Commissioner Perkins that a donation be made to the Navy League of Canada – Sooke Branch in the amount of \$80 for the sponsorship of their “Athletic” and “Seamanship” Awards (\$40 each).

CARRIED

5. CHAIR’S REPORT

6. DIRECTORS’ REPORT

A contract between the District of Sooke and Sooke Community Association will formalize the transfer of \$700,000 in funding from the District towards installation of an artificial turf field at Fred Milne Park.

7. YOUTH MEMBER REPORT

A new EV charging station for electric vehicles has been installed and the rugby season has begun at EMCS.

8. NEW BUSINESS

a) Staff Report: Strategic Priorities Fund

The Union of BC Municipalities has announced a new intake of applications for the Strategic Priorities Fund which supports infrastructure and capacity building projects. The CRD can apply for two capital applications. SEAPARC staff would like to pursue an application for an amount up to \$750,000 to assist with the fitness gym expansion.

MOVED by Commissioner Berger, **SECONDED** by Commissioner Perkins 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

CARRIED

b) Staff Report: Skate Park Lease

The current lease with School District 62 for the Sooke Skate Park site will expire on June 30, 2017 and staff are seeking direction to execute a new 10 year lease with the School District.

MOVED by Commissioner Perkins, **SECONDED** by Commissioner Bishop that the Sooke & Electoral Area Parks and Recreation Commission (SEAPARC) supports renewal of the Sooke Skate Park site lease and directs staff to execute a new 10 year lease with School District 62.

CARRIED

8. STAFF NEWS

PROGRAM SERVICES:

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.

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.

Over 400 people participated in this year's Easter Eggstravaganza and \$500 was raised for the Sooke Food Bank.

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. Derek Bishop will represent the Commission at the meeting.

DeMamiel Creek Golf Course

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

- Tee offs on a first come/first serve (bookings no longer required)
- Seniors Days: 18 holes for price of 9 Monday & Wednesdays
- Greens Fees can be purchased at course via automated machine
- Journey Middle School offering a golf exploratory for students
- "9 & Dine" options will soon be announced
- Kids Golf Camp Aug. 14-17

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 composed of staff and Commission representatives (Bishop, Grove, Perkins) will meet in May to begin the planning process for gym expansion.
- Arena WiFi is currently being updated to 150Mbps/15 unlimited data with Shaw
- An additional \$2000 in grant funding has been received from the BC Fleet Champions program for the EV charging station. The new station will now include two chargers rather than just the one initially planned.

Polling Station

SEAPARC will be serve as both advance and general voting place for the upcoming provincial election.

MOVED by Director Kasper, **SECONDED** by Commissioner Bishop that the Staff News be received for information.

CARRIED

9. PUBLIC QUESTION PERIOD

10. ROUND TABLE

Commissioner Perkins noted difficulties with the new PerfectMind registration software being utilized by SEAPARC and other area municipalities as a replacement for the CLASS/Active Living program. Staff are working with IT and PerfectMind to rectify problems and ask for our patrons' patience as they strive to improve the system.

11. ADJOURNMENT

The regular meeting adjourned at 7:07pm.

Next meeting: May 18, 2017 @ 6pm

Mike Hicks, Chair

Lynn MacDonald, Recorder