



AGENDA
CAPITAL REGIONAL DISTRICT
SOOKE & ELECTORAL AREA PARKS AND RECREATION COMMISSION
General Meeting, SEAPARC Boardroom
Thursday, May 18, 2017 at 6pm

**Sooke & Electoral Area
Parks and Recreation
Commission**

OFFICE LOCATION:

SEAPARC

Leisure Complex
2168 Phillips Road
Sooke, BC

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1. Call to Order
2. Adoption of Agenda
3. Approval of the Minutes of April 20, 2017
4. Correspondence:
 - a) Keli Dunn – Amber Academy Youth Fine Arts Society
5. Chair's Report
6. Directors' Report
7. Youth Member Report
8. New Business:
 - a) Staff Report: Fees & Charges 2017/18
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, 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



April 28, 2017

Steve Knoke, Manager
SEAPARC Leisure Complex
2168 Phillips Road
Sooke, BC V9Z 0Y3



Dear Mr. Knoke,

Amber Academy Youth Fine Arts Society is an emerging non-profit organization in your community that is focused on creating healthier and higher qualities of life for youth in Sooke.

We are a registered society that intends to bring after school programs to Sooke that will empower youth from kindergarten through high school to become creative, productive and confident members of our community through artistic education, collaboration and expression. Our programs will offer a variety of artistic classes from drama and musical theatre to painting, sculpting, technical design and more in a safe learning environment. As students acquire and master new skills, we will foster relationships with other local arts groups by collaborating with them on their projects where volunteers are needed in their own artistic shows and productions. Our mission is to empower youth not only in the arts but in life skills, volunteerism, and community service.

To help fund start-up costs for these programs we would like to hold a family golf tournament fundraiser at Demamiel Creek Golf Course on either June 16th, 17th or 18th, 2017. The idea is to tie-in our event with Father's Day Weekend. We hope to register 18 teams consisting of 2 adults and 2 children (aged 8-16) per foursome. Each team would play one round of 9-holes in a "Best Ball" format. Entry fee per foursome would be between \$80-100, depending on the number of sponsors we are able to secure. This fee would include dinner, prizes and entertainment.

We are asking that you consider waiving green fees for this event so that our organization might be able to raise the funds we require to operate for our first term of classes beginning in September 2017. Not only will you be providing children in School District 62 with the gift of arts and an opportunity to give back to their own communities. This tournament will also expose local families to the benefits of Demamiel Creek Golf Course, which has been underutilized in recent years, and hopefully will encourage further use of the golf course throughout the season.

I deeply appreciate your consideration of our request and look forward to hearing from you. If you have any questions, or require more information, please don't hesitate to contact me directly at (250) 888-1921.

Kindest regards,

A handwritten signature in black ink that reads "K. Dunn".

Keli Dunn
Executive Director
Amber Academy Youth Fine Arts Society



Vision

Our vision is to build a connected, thriving and resilient community where all youth are free of socio-economic barriers and have the capacity to evolve into strong, positive and socially responsible individuals and entrepreneurs who share in the development of ongoing opportunities for its future leaders.

Philosophy and Values

We believe that by supporting a culture of positive self-esteem and collaboration among young people we can build and enhance community through the fine arts.

We recognize the potential of every young person to be a strong, talented and creative individual and we value the importance of self-directed learning and creative exploration. We also recognize that the unique voices and creativity of youth is what shapes our world today and will steward it for the future.

We value collaboration over competition and seek to give youth the tools they need to create the world that they want to live in.

We believe that youth empowerment thrives in positive developmental settings that promote competence and confidence. Our instructors aim to provide supportive relationships with our students that build efficacy and mattering. We believe that by fostering trust and respect we can encourage youth to be active, instrumental agents of change in their community and that collective decision-making adults will listen to and respect their voices.

Mission

Our mission is to empower youth from kindergarten through high school to become creative, productive and confident members of our community through artistic education, collaboration and expression, and to find their own voice and their own talent without creative boundaries or inhibitions.

We will engage youth in enhancing and shaping their own community by actively working with other local organizations in a volunteer capacity. We will also provide a fun and safe learning environment where all young people - regardless of race, class, gender identity, or faith - are welcome to practice the freedom of expression and exploration through the fine arts.

As part of our mandate, we will develop programs and interventions to define positive outcomes of healthy youth and form a culturally responsive, community-based practice that authentically engages youth and resilience in the community.

Our goal is not only to empower youth in the arts but also in life skills, volunteerism, and community service. By helping youth build skills that enable them to overcome economic and social barriers while recognizing the importance of self-directed learning we can build effective leaders of tomorrow. Teaching young people today to think critically, be successful speakers and communicators will help them develop valuable life and technical skills and empower them to bring the community together, and create future opportunities for youth effective leaders.



**STAFF REPORT TO THE SOOKE &
ELECTORAL AREA PARKS AND RECREATION COMMISSION
MEETING OF MAY 18, 2017**

SUBJECT: 2017/2018 Fees and Charges (effective September 1, 2017)

PURPOSE:

This report contains recommendations regarding proposed fee increases and amendments to the Recreation Services and Facilities Fees and Charges Bylaw, effective September 1, 2017.

BACKGROUND:

The CRD requires the Commission to approve Fees and Charges by early June each year as these are then added to a CRD Fees and Charges annual Bylaw.

The last adjustment to the Fees and Charges was on September 1, 2016.

The annual process for reviewing Fees and Charges includes consideration of:

- Past and actual budgeted expenses and revenues
- Activity and usage levels
- Recognition of desired recovery rates and operational deficits
- Operational assumptions regarding access, facility enhancements and recovery
- Fees and charges at other municipal recreation departments
- Previous year's fee increases
- Economic times
- Discussions with key user groups

The primary consideration in the review of recreation fees and charges is to find a balance between fiscal accountability, access to recreation services, and the marketplace

The review process is also consistent with SEAPARC's Fees and Charges Policy:

- Fees should be based on recovery of direct costs.
- Fees should encourage maximum public participation and minimize, within reason, the tax subsidy.
- Registrants should be responsible for financially contributing to their recreation activity.
- Fees for youth and children should be lower than those for adult and senior whenever possible.
- Fees for commercial users should be more than they are for adult users.
- Fees for non-prime time use should be discounted.

Proposed Fees and Charges Adjustments

The following fee increases are proposed:

- Rental Fees – approx. 1%

These increases will help offset the general increase to the tax requisition. Further they will contribute to contracted or projected increases in major operating cost categories of wages and benefits, hydro, water, and implementation of new software for registration and maintenance management.

Currently SEAPARC's fees are considered to be at an appropriate level for services required and for costs associated and operation.

Proposed Fees and Charges Summary attached as Appendix A.

ALTERNATIVES:

1. That the Commission approves the recommended fee adjustments for 2017/18 as outlined in this report;
2. That the Commission approves the recommended fee adjustments for 2017/18 with some exceptions;
3. That the Commission maintains the fee structure at current levels for 2017/18.

IMPLICATIONS:

- Utility costs and staffing costs have increased; therefore any proposed increased fees are recommended to keep pace with these costs.
- Failure to meet revenue projections, for whatever reason, may result in a greater reliance on the tax requisition.

CONCLUSION:

Fees increases described in this report have been added to the Fees and Charges Summary attached.

RECOMMENDATION(S):

That the Commission approve the proposed SEAPARC Recreation Fees and Charges for 2017/18 effective September 1, 2017 for inclusion in the 2017/18 Fees and Charges Bylaw to be approved by the CRD Board.



Steve Knoke
SEAPARC Manager

Attachments: Appendix A – Proposed 2017/2018 Fees and Charges

APPENDIX A

SEAPARC RECREATION FEES AND CHARGES Effective September 1, 2017

		2016/17	2017/18	% change
DROP- IN FEES (swim, skate, weight room, aerobic classes)				
Admission fees inclusive of tax				
Adult (19 - 59)	Single Admission	\$ 6.00	\$6.00	0%
	10x	\$ 54.20	\$54.20	0%
	1 month	\$ 60.10	\$60.10	0%
	12 month	\$ 431.25	\$431.25	0%
	Arena Dry Floor Admission	\$4.00	\$4.00	0%
Senior (60+)	Single Admission	\$ 4.50	\$4.50	0%
	10x	\$ 41.00	\$41.00	0%
	1 month	\$ 45.50	\$45.50	0%
	Arena Dry Floor Admission	\$4.00	\$4.00	0%
Student (19+)	Single Admission	\$ 4.50	\$4.50	0%
	10x	\$ 41.00	\$41.00	0%
	1 month	\$ 45.50	\$45.50	0%
	Arena Dry Floor Admission	\$4.00	\$4.00	0%
Youth (13 – 18)	Single Admission	\$ 3.50	\$3.50	0%
	10x	\$ 31.80	\$31.80	0%
	1 month	\$ 35.50	\$35.50	0%
	12 month	\$ 258.75	\$258.75	0%
	Arena Dry Floor Admission	\$2.00	\$2.00	0%
Child (5 – 12)	Single Admission	\$ 3.00	\$3.00	0%
	10x	\$ 27.30	\$27.30	0%
	1 month	\$ 30.30	\$30.30	0%
	12 month	\$ 217.50	\$217.50	0%
	Arena Dry Floor Admissions	\$2.00	\$2.00	0%
Family (Maximum 5)	Single Admission	\$12.00	\$12.00	0%
	10x	\$ 108.20	\$108.20	0%
	1 month	\$ 120.25	\$120.25	0%
	12 month	\$ 730.00	\$730.00	0%
	Arena Dry Floor Admission	\$12.00	\$12.00	0%
Preschool Age (4 and Under)	Single Admission	\$ 0.00	\$0.00	0%
Lifestyle Pass All Ages	12 month	\$ 365.00	\$365.00	0%
Regional Pass All Ages	12 month	\$ 492.00	\$492.00	0%

MISCELLANEOUS ADMINISTRATION (Includes applicable tax)			
Administration Fee	\$ 10.00	\$10.00	0%
Card Replacement	\$ 5.00	\$5.00	0%
Towel Rental	\$ 2.00	\$2.00	0%
Shower Fee	\$ 3.00	\$3.00	0%
Loonie Admission	\$ 1.00	\$1.00	0%
Toonie Admission	\$ 2.00	\$2.00	0%
Cash Withdrawal Fee	\$ 1.50	\$1.50	0%
POOL FACILITY (Rates per hour unless otherwise noted; Subject to applicable tax)			
Private Swim Lesson (15 min)	\$ 12.25	\$12.25	0%
Private Swim Lessons (15 min) (5 lessons discount)	\$ 11.02	\$11.02	0%
Pool Rental (includes 2 guards)	\$149.50	\$150.00	1%
Pool Rental Guard/Instructor (additional staff)	\$ 24.00	\$24.50	2%
Lane Rental – Commercial	\$ 24.75	\$25.00	1%
Lane Rental - Youth	\$11.75	\$12.00	3%
Lane Rental – Adult	\$ 20.75	\$21.00	1%
ARENA FACILITY (Rates per hour unless otherwise noted; Subject to applicable tax)			
Private Skate Lesson (15 min)	\$ 12.25	\$12.25	0%
Private Skate Lessons (15 min) (5 lessons discount)	\$ 11.02	\$11.02	0%
Ice - Adult Prime*	\$ 216.00	\$220.00	2%
Ice - Adult Non-Prime*	\$ 184.30	\$185.00	1%
Ice – Youth Prime Rate (8 pm – 10 pm Weekdays; 7 pm – 10 pm Weekends)*	\$212.00	\$214.00	1%
Ice – Youth Non-Prime	\$106.00	\$107.00	1%
Ice – Youth Early Morning Resident*	\$ 53.00	\$54.00	2%
Ice – Youth Early Morning Non Resident*	\$106.00	\$107.00	1%
SD 62 School Use*	\$ 78.00	\$80.00	2%
Dry Floor – Adult Non Profit*	\$ 73.80	\$73.80	0%
Dry Floor – Youth Resident*	\$ 36.90	\$36.90	0%
Dry Floor – Youth Non Resident*	\$ 73.80	\$73.80	0%
Dry Floor – Commercial*	\$108.00	\$108.00	0%
Arena Office Space – fee per month	\$300.00	\$325.00	8%
RATES PER DAY FOR THE FOLLOWING ITEMS:			
Complex – Dry Floor Non Profit (per day)*	\$1,176.00	\$1,176.00	0%
Complex – Dry Floor Non Profit (Move In/Out)* 50% of Day Rate	\$ 588.00	\$588.00	0%
Complex – Dry Floor Commercial (per day)*	\$1,730.00	\$1,730.00	0%
Complex – Dry Floor Commercial (Move In/Out)* 50% of Day Rate	\$ 865.00	\$865.00	0%
*Discounted rental rates may be negotiated if the event provides a benefit to the community and/or facility space available in low priority times.			
ARENA SKATE SHOP FEES (Includes applicable tax)			
Skate Rental	\$2.50	\$3.00	20%
Skate Rental – Family Rate (Maximum 5)	\$5.00	\$6.00	20%
Skate Rental – SEAPARC Lessons	\$ 1.00	\$1.00	0%

Skate Sharpening	\$ 4.50	\$4.50	0%
Skate Sharpening 10x	\$ 40.50	\$40.50	0%

RATES PER HOUR UNLESS OTHERWISE NOTED:			
SEAPARC ROOM RENTAL (Rates per hour; Subject to applicable tax)			
Boardroom	\$ 15.75	\$16.00	1%
Boardroom – Local Non Profit	\$ 0.00	\$0.00	0%
Multipurpose Room – Half Room	\$ 30.75	\$31.00	1%
Multipurpose Room – Full Room	\$ 61.50	\$62.00	1%
SEAPARC Stan Jones Field (Subject to applicable tax)			
Per Game	\$ 21.00	\$25.00	19%
FACILITY ADVERTISING (Subject to applicable tax)			
Rink Board (per year)	\$ 600.00	\$600.00	0%
Zamboni Ad (per year)	\$1,000.00	\$1,000.00	0%
Brochure Advertising	Negotiated	Negotiated	0%

GOLF COURSE GREENS FEES AND RENTALS (includes applicable tax)	
Adult	\$15
Adult 10x	\$135
Youth (8-16)	\$10
Family (Max 4 incl. 2 adults)	\$40
Extra Round	\$10
Pull Cart Rental	\$4.75
Club Rental	\$7.25



**STAFF REPORT TO THE SOOKE &
ELECTORAL AREA PARKS AND RECREATION COMMISSION
MEETING MAY 18, 2017**

SUBJECT Staff News

PURPOSE Information

PROGRAMS

Special Events

Several events took place in April including the Annual Easter Eggstravaganza on Saturday, April 15 which saw close to 400 people attend and approximately \$650 in donations and three boxes of food collected for the Sooke Food Bank. SEAPARC's Annual Garage Sale and Family Arts Fair took place Saturday, April 22 with over 90 tables were sold and a large turnout from the public. The Rotary Club of Sooke Auction and Spring Fair took place on April 29 and included a sponsored free community swim attended by 153 people.

Sooke's Safe Halloween event was cancelled in 2016 due to ongoing challenges involved in securing resources, an appropriate location and volunteers. An account still exists that holds approximately \$2,700. The Sooke Fire Department is receiving the bank statements with Steve Sorensen as the signing authority. SEAPARC has been contacted to provide some direction with respect to allocation of the funds, and whether we would be willing to take over this account. Considering the time commitment and financial impact of the Safe Halloween event, it is unlikely this event will continue with the same partners or in the same capacity in which it previously existed. SEAPARC is not in position to resurrect this event at this time. We would like to recommend that the District of Sooke determine how the funds are to be dispersed and then dissolve the bank account. There are a variety of annual events that continue to take place in the community for Halloween including SEAPARC swims/skates and the Otter Point Fire Department annual bonfire & fireworks at Camp Bernard. The District of Sooke could consider donating those funds to the Otter Point Fire Department Halloween event, or to another fundraising effort of the Sooke Fire Department, as they were a key catalyst in the Safe Halloween event for many years.

Programs

Summer registration opened on April 19 with steady registration for summer camps, recreation, fitness and aquatic programs. We would like to thank the Sooke Lion's Club, for once again sponsoring the Grade 2 Swim Lessons which saw 179 children participating in the six week program. Swim lessons continue to be steady with many classes at capacity.

ADMINISTRATION

DeMamiel Creek Golf Course

The DeMamiel Creek Golf Course opened on April 26. Various methods are being implemented to boost awareness about the golf course and to increase attendance. Feedback has been positive and attendance on Seniors Days is steady. The new credit card payment machine has been well used selling approximately 125 rounds for golf in the first two weeks of operation. SEAPARC has also sold another 125 rounds through cash sales and punch card sales. A pre-season "Island Daily Deal" sale sold fifty 10x punch cards in the space of one week for 50% off the regular price. SEAPARC has received several requests for tournament bookings for this season and a wedding request for 2018.

The golf course office is now complete. Current work underway includes repairing tee box 8 and upgrading the main irrigation pump.

Bike Park Trail Work

SEAPARC is currently investigating developing and improving trails around the bike park. Currently trails exist but have not been in use for some time. The Sooke Bike Club has been contacted and will be looking at options that might work for the area. The goal is look at installing simple trails for all ages that require minimal maintenance.

Annual Shutdown

SEAPARC pool will be shutting down for annual maintenance from June 12th to July 2nd . Work to be completed will include filter replacement, pump servicing, underwater light replacement, tile work and water feature repair.



Colleen Hoglund
Program Services Manager



Steve Knoke
SEAPARC Manager

INFORMATION ONLY



**REPORT TO CAPITAL REGIONAL DISTRICT BOARD
MEETING OF WEDNESDAY, MAY 10, 2017**

SUBJECT **Federal Gas Strategic Priorities Fund - Grant Application**

ISSUE

A Capital Regional District (CRD) Board resolution is required to authorize submission of an application to the Federal Gas Tax Strategic Priorities Fund (SPF) grant program.

BACKGROUND

On March 8, 2017, the Union of British Columbia Municipalities (UBCM) announced a new intake of SPF funding to support infrastructure and capacity building projects in BC communities outside the Greater Vancouver Regional District. Through this grant call, it is anticipated that a minimum of \$180 million will be available to eligible local governments, making it the largest single intake for the Federal Gas Tax Fund in BC.

Grant applications are due June 1, 2017, and require Board endorsement. Grant applicants may request up to 100% of eligible costs, to a maximum of \$6 million.

In keeping with the CRD grants process, information on this SPF grant call was distributed organization-wide to scan for grant-ready and grant-eligible projects. As a result, a single project for the CRD has been put forward: the gym and multi-purpose room expansion project at the SEAPARC Leisure Complex (the project).

This project aligns with the SPF grant criteria, is grant-ready, and has the Sooke and Electoral Area Parks and Recreation Commission's endorsement.

ALTERNATIVES

Alternative 1

That the Capital Regional District Board approve the submission of a Federal Gas Tax Strategic Priorities Fund grant application for the gym and multi-purpose room expansion project at the SEAPARC Leisure Complex, as recommended by the Sooke and Electoral Area Parks and Recreation Commission at its meeting of April 20, 2017.

Alternative 2

That the report be referred back to staff for further information.

FINANCIAL IMPLICATIONS

SEAPARC identified the project as a strategic priority in 2015 and the project is in the service's capital plan. Additionally, SEAPARC has been setting aside funding in its capital reserve to

support this project. SEAPARC is, therefore, well positioned to compete for this grant with its grant-ready project. Capital reserve funding of \$1.5 million is available to complement the SPF grant ask (estimated at \$750,000) and to cover grant-ineligible expenses.

CONCLUSION

In response to the 2017 UBCM proposal call for the Federal Gas Tax Strategic Priorities Fund, CRD staff have scanned across the organization for grant-ready projects that comply with the grant program criteria and CRD service priorities. As a result, one project has come forward: the gym and multi-purpose room expansion project at the SEAPARC Leisure Complex.

This project is grant-ready. It aligns with the SEAPARC service strategic priorities and capital plan, and capital reserve funds accumulated to date are available to complement the grant funding ask and to cover grant-ineligible costs. Accordingly, the Sooke and Electoral Area Parks and Recreation Commission has recommended that an application to the SPF be submitted for this project.

RECOMMENDATION

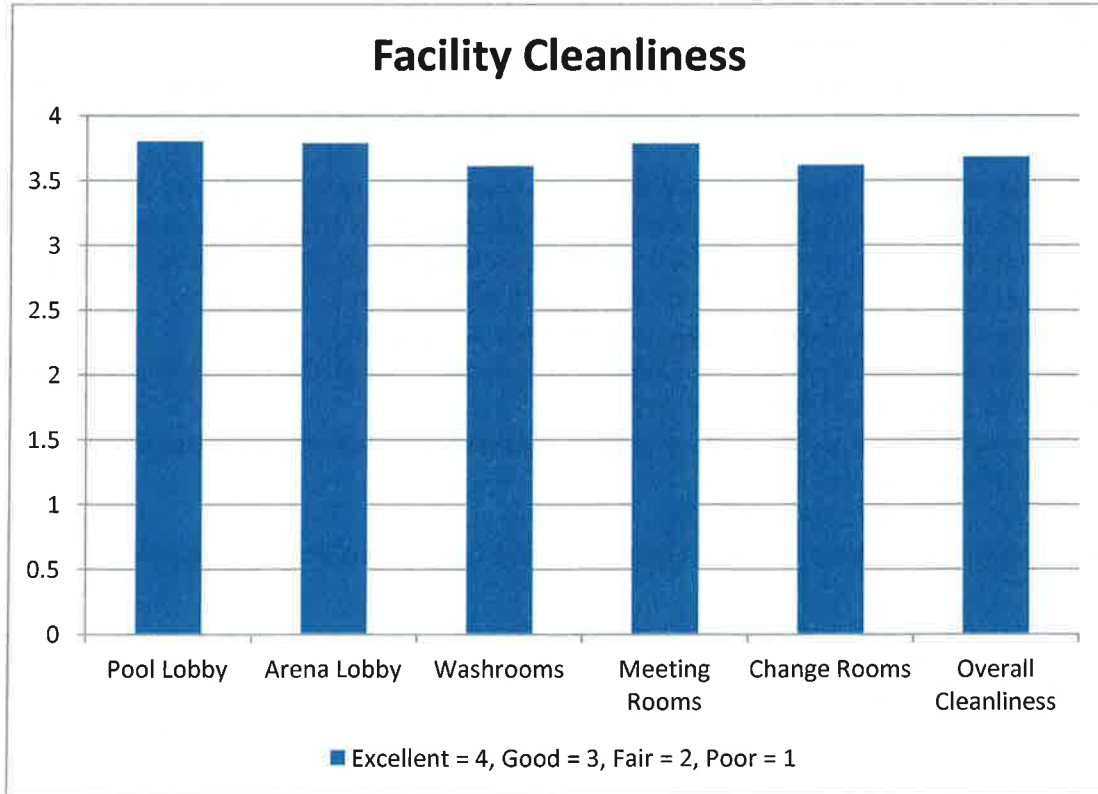
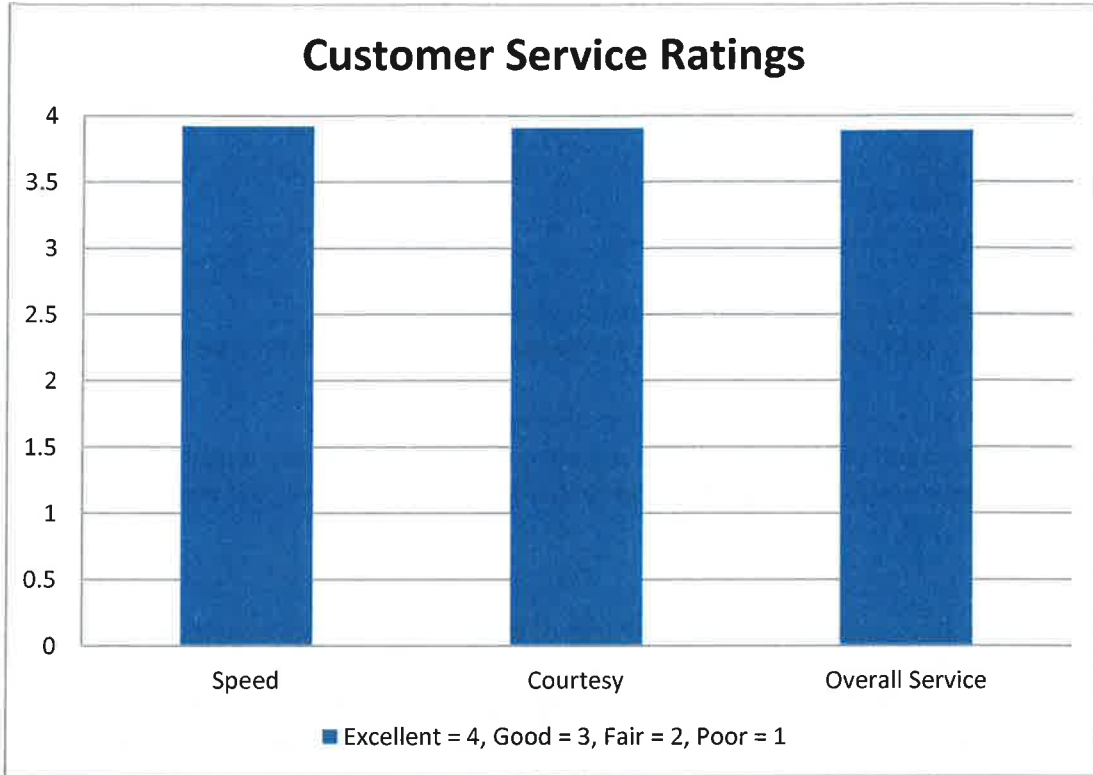
That the Capital Regional District Board approve the submission of a Federal Gas Tax Strategic Priorities Fund grant application for the gym and multi-purpose room expansion project at the SEAPARC Leisure Complex, as recommended by the Sooke and Electoral Area Parks and Recreation Commission at its meeting of April 20, 2017.

Submitted by:	Larisa Hutcheson, P.Eng., General Manager, Parks & Environmental Service
Concurrence:	Nelson Chan, MBA, CPA, CMA
Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer

LH/RF:dv

Attachment: 1 – Staff Report to April 20, 2017 meeting of Sooke & Electoral Area Parks and Recreation Commission

SEAPARC CUSTOMER COMMENT CARDS/SUGGESTIONS
February 1 – April 31, 2017



SEAPARC CUSTOMER COMMENT CARDS/SUGGESTIONS February 1 – April 31, 2017

Administration:

- Thanks for the warm water in the showers!!! Thanks for the new water fountain in the pool!!! Thanks for great staff! *(Feb. 1)*
- Sue was extremely helpful & courteous. Debby was also very pleasant to deal with. Very excellent front desk staff. *(Feb. 2)*
- WORKOUT EQUIP!! *(Feb. 11)*
- Skating & Swimming combo rate please *(Feb. 12)*
- Wifi booster! *(Feb. 13)*
- Love SEAPARC, Hope you get a gym soon. Thank You *(Mar. 19)*
- Would be nice if your staff would wear "first name" name tags, Also put more no perfume signs up!! *(Mar. 20)*
- Betty & Clara would like to see more Handicapped parking spots. *(Mar. 27)*
- Wondered if you could add to your selection of sugarless drinks in the vending machines. I am diabetic. You only have water & diet pepsi. Suggested: Mineral water "ZERO", G2, another type of "ZERO", Fresca. *(Apr. 15)*

Programs:

- Could you please get some new belts for aquafit? Lots of broken belts and not enough medium to go around. Thanks *(Feb. 24)*
- Completely disappointed for \$75.00 he learnt absolutely nothing. This class should be for beginners only and an age cutoff. Yes he got extra ice time, But Quite frankly he learns more on friday - nite hockey \$3.00 Better value. I would ask for a Refund of at least half. He was the only 11 yr old with 6 yr old. *(Mar. 16)*
- Please include more yoga classes into the annual membership package. *(Mar. 28)*
- Please increase the number of drop in (for members) yoga/pilates classes. *(Mar. 28)*
- Aquafit: I have noticed with female instructors that they have to yell/turn the volume up and it makes the class less enjoyable. Perhaps it would be better to turn up the bass so their voices carry without bouncing off the walls. *(Mar. 29)*
- A woman who has lived in the area for many years and has never been to SEAPARC until this week with her grandkids who are visiting. She couldn't stop talking about how friendly & welcoming our staff are, how clean the facility is, and how FUN the Lifeguards have been. Her grandkids have had a blast here this week, and they look forward to coming back in the summer. *(Mar. 30)*
- Jacklyn is a "Sooke treasure" and that she always gives it her all. *(Mar. 31)*
- For May's Regional Pass month let's add Thursday evening Aquafit 7:30-8:30pm to the schedule (until pool shutdown). Would love it! Thanks *(Apr. 11)*
- Please add Thursday 7:30pm Aquafit now til shutdown especially for May regional pass. Helps to promote for the fall schedule too. *(Apr. 11)*
- MORE ADVERTISING FOR PICKLEBALL *(Apr. 21)*
- It would be amazing if you offered a bicycle repair workshop for kids. and bring back guitar lessons, please! *(Apr. 21)*
- You should run another garage sale during the season *(Apr. 22)*
- Please! Mark swimming lanes designated as for "laps only". Some people are doing laps in the "open swim" area. This confuses and congests the pool for those who aren't here to swim laps. *(Apr. 23)*
- Question regarding the length of the swimming lessons. We noticed last year (2016) and looks to be continuing this year, that many of the lessons are only 7 weeks long. This ends up being a noticeable impact on families that apply for the Children's Fitness tax credits.
Children's Fitness Prescribed Programs
To qualify for this tax credit, a program must:

SEAPARC CUSTOMER COMMENT CARDS/SUGGESTIONS February 1 – April 31, 2017

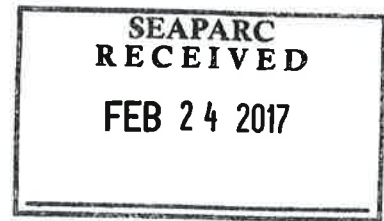
be ongoing (last at least eight consecutive weeks or, in the case of children's camps, five consecutive days);

Something to note, and maybe try and work in is having your lessons run 8 weeks. It really does help with everything costing more and more, to be able to get a little bit extra back in our taxes. *(Apr. 25)*

- Need Thursday evening Aquafit *(Apr.30)*
- I thought I should bring to you attention the funless fun factor swim that was had today, Sunday 30th April 2017. I arrived with four children aged 7 to 8 for a fun afternoon in the pool. We arrived at 1.45pm and where in the pool by 2pm. No inflatable or run mat was set up, the ripe swing was not available either. The fountain jets where going and a few rings and balls where put out. At 2.15pm the basketball net was removed and the few toys out where also asked for and put away. When I asked the lifeguard why, I was told that a large hockey group was coming in and the lessons where starting soon. By 2.20pm all but 2 rings and four balls where left out. I counted 21 children in the pool. At 2.28pm the same lifeguard proceeded to place the line across the pool in the little pool area, and place a sign out stating the area was closed for lessons. As I understand for the website the fun factor swim is supposed to go from 1pm to 3.30pm. Removing all the toys by 2.20pm, and setting up for the lessons by 2.30pm is clear unacceptable. I do not know if the lifeguard took it upon himself to do this or it is a management decision, either way it is very disappointing, especially in a small town. Needless to say we left the pool at 3.15pm, not impressed at all. I would be very interested in your response to this. *(Apr. 30)*

Maintenance:

- Again a sauna complaint. Now its been luke warm for weeks. I feel this is an area of these facilities that is not well monitored. *(Feb. 6)*
- It would fun/interesting to have a Thermometer in the sauna. *(Mar. 6)*
- Would you please put a 2nd garbage bin in women's change room. 1 by every sink otherwise I'm throwing hair on floor or where? If other sink area full of people. Thank You.
ie. today mother at baby change table others at sink. *(Mar. 8)*
- After the nightly daily cleaning of the pool.As a standard cost saving operations procedure the pool should have an insulated roll-over cover - (and so should the hot tub). *(Apr. 7)*
- The sauna is once again too hot. Not the air but the benches and the tiles. *(Apr. 18)*



Dear Seaparc Leisure Complex and Staff,

BC Children's Hospital Foundation would like to thank Seapac Leisure Centre and staff for your continued dedication to child health in British Columbia. With your generosity, and the support of local businesses like you, the 2017 Festival of Trees program raised more than \$352,426 towards making a lasting difference in the lives of sick and injured children in BC.

Working with your Aquatic Programmer, Elizabeth Olsen, is always such a pleasure; she is always very friendly, organized, and goes above and beyond each year to ensure the Festival is a success. It is because of passionate people like her that we are able to ensure that every family in our province has access to the highest quality health care for their children, should the need arise.

Many large fundraising events for BC Children's Hospital begin as independent or community events. Whether a result of a personal experience, a community need, or a meaningful way to make a difference, we recognize the time and commitment required to organize an event and we applaud your support.

Every element that makes BC Children's Hospital so important to BC's kids would not be possible without the generosity of our supporters and friends. From the tiniest toy that puts a smile on a youngster's face to the groundbreaking pediatric research that's helping to find better treatments and cures for many devastating childhood diseases, your donation helps ensure that the most precious members of our society – our children – receive the best possible care.

On behalf of all the patients, parents, staff, and volunteers from BC Children's Hospital, thank you for your generosity and for caring for our children and their future.

Thank you,

Danielle Fullwood
Vancouver Island Philanthropy Coordinator
BC Children's Hospital Foundation

In support of

**BC Children's
Hospital**TM
FESTIVAL OF TREES

THANK YOU



for your support of
BC's Kids!

Elizabeth,

Thank you so much for all the work that you put into the Sooke Festival of Trees. It is such a fantastic event loved very much by the community. I hope this letter to your employer lets them know how valuable you are, and how much we appreciate your continued support.

Cheers, Daniell Fullwood.



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Would like to thank
SEAPARC

For your generous
support for the
2016 Season

Royal Canadian Marine Search and Rescue • rcmsar37.com
All proceeds go to Station Sooke • Thank you for your support!

Art by Jeff Walker • jeffwalker.ca

GREETINGS,
WE WOULD LIKE TO THANK
YOU AND YOUR COMPANY FOR
YOUR DONATION TO OUR
BEER AND BURGER
FUNDRAISER. THE SILENT
AUCTION WAS A HUGE
SUCCESS AND WOULD NOT
HAVE BEEN POSSIBLE
WITHOUT YOUR HELP. THE
FUNDS RAISED WILL BE
USED TOWARDS TRAINING,

Rec'd Mar 19/17



OPERATING COSTS
AND EQUIPMENT,
SO YOU ARE TRULY
MAKING A DIFFERENCE IN
PEOPLE'S LIVES. ON BEHALF
OF RCM SAR STATION 37
Sooke, THANK YOU
VERY MUCH.

SeaPac



Station Sooke

Marina Braggio
Juan de Fuca Marine Rescue Society
Fundraising Lead

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