

**Capital Regional District
Sooke & Electoral Area Parks and Recreation Commission
Minutes of a Regular meeting held Thursday, May 18, 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), D. Bishop, P. Grove,
J. Perkins (Vice-Chair), K. Reay (Sooke Alternate Councillor), M. Tait, A. Wass-Little
Staff: S. Knoke, SEAPARC Manager, C. Hogle, Program Services Manager,
L. MacDonald, Recording Secretary
Absent: B. Berger
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 Director Tait, **SECONDED** by Commissioner Grove 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 April 20, 2017 meeting be adopted.

CARRIED

4. CORRESPONDENCE

a) Keli Dunn – Amber Academy Youth Fine Arts Society

Review of request to provide use of DeMamiel Creek Golf Course for June fundraising tournament.

MOVED by Commissioner Bishop, **SECONDED** by Commissioner Wass-Little that the correspondence be received.

CARRIED

5. CHAIR’S REPORT

The fitness gym expansion working group (Commissioners Bishop, Grove & Perkins the SEAPARC Manager and Program Services Manager) recently toured three Victoria area fitness gyms (Westshore, Eagle Creek Village Y and Esquimalt) and subsequently met to determine the scope of SEAPARC’s Strategic Priorities Fund grant application for funding to assist with expansion costs.

6. DIRECTORS’ REPORT

7. YOUTH MEMBER REPORT

8. NEW BUSINESS

a) Staff Report: 2017/18 Fees and Charges

The SEAPARC Manager reviewed proposed fee increases and amendments to the Recreation Services and Facilities Fees and Charges Bylaw, effective September 1, 2017.

The following fee increases/additions/corrections were proposed:

- Admission Fees – no change
- Pool Facility Rental Fees –1-3% increase
- Arena Facility Rental Fees – 1-8% increase
- Skate Rentals – 20%
- Room Rentals – 1%
- Stan Jones Field – 19%
- Arena Office Space – 8%
- Addition of Golf Course Greens Adult 10x Punch Card

Discussion points included:

- Inherent difficulties in comparing rates between facilities with differing prime time hours
- Adult ice rental rate increases at par with other regional facilities

MOVED by Commissioner Grove, **SECONDED** by Commissioner Perkins that the Sooke & Electoral Area Parks and Recreation 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.

CARRIED

9. STAFF NEWS

PROGRAM SERVICES:

April was a busy month with a number of special events held including:

- Easter Eggstravaganza: 400 attendees & \$650 Sooke Food Bank donations
- Garage Sale & Family Arts Fair: 90 tables sold with a large public turnout
- Rotary Club Auction & Spring Fair: 153 attended free community swim sponsored by Rotary

SEAPARC was approached by the Sooke Fire Department seeking direction on use of Safe Halloween bank account funds (approx. \$2,700). The last Safe Halloween event was held in 2015. The Program Manager will refer the matter on to District of Sooke staff for further consideration by Council.

ADMINISTRATION:

DeMamiel Creek Golf Course

Approximately 250 rounds of golf were sold since the course opened on April 26 (125 via new onsite credit card machine and 125 cash or punch card). Various methods are being utilized to increase awareness/attendance including offering a pre-season "Island Daily Deal" 10x punch card sale. The new golf course office is now complete. Work continues on repair of the 8th tee box and upgrades to the main irrigation pump.

Several requests for tournament bookings have been received. Tournament costs have been set at \$400 for up to 36 golfers and \$600 for up to 72 golfers.

Discussion regarding changing the Seniors' day offer (\$15 for 18 holes) from just Mondays and Wednesdays to Monday thru Friday in order to encourage more daytime business hour usage of the course.

MOVED by Director Tait, **SECONDED** by Commissioner Bishop that the Seniors' rate of \$15 for 18 holes be offered Monday thru Friday until the end of June.

CARRIED

Bike Park Trail Work

Staff and the Sooke Bike Club are investigating the feasibility of developing and improving bike trails in the vicinity of the Bike Park. The goal is to offer simple trails, requiring minimal maintenance, for use by all ages and skill levels.

Annual Shutdown

The pool will be shut for annual maintenance effective June 12 and will reopen on July 2. Work to be completed during shutdown will include pool filter replacement, pump servicing, underwater light replacement, tile work and water feature repair.

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

CARRIED

10. PUBLIC QUESTION PERIOD

11. ROUND TABLE

12. ADJOURNMENT

The regular meeting adjourned at 7:07pm.

Next meeting: June 15, 2017 @ 6pm

Mike Hicks, Chair

Lynn MacDonald, Recorder