

**Capital Regional District
Sooke & Electoral Area Parks and Recreation Commission
Minutes of a Regular meeting held Thursday, February 15, 2018
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), D. Bishop, P. Grove, R. Kasper (Alternate Director)
J. Perkins, K. Reay (Alternate Councillor)
Staff: S. Knoke, SEAPARC Manager, C. Hoglund, Program Services Manager,
L. MacDonald, Recording Secretary
Absent: B. Berger (Vice-Chair), M. Tait (Director)
Public: 0
Press: 0

1. CALL TO ORDER

The Chair called the meeting to order at 6:03 pm.

2. ADOPTION OF AGENDA

The Chair requested that the agenda be amended as follows:

- Item 10) Motion to Close the Meeting be moved to follow Item 3) Adoption of Minutes

MOVED by Commissioner Bishop, **SECONDED** by Commissioner Grove that the agenda be adopted as amended.

CARRIED

3. ADOPTION OF MINUTES

MOVED by Commissioner Bishop, **SECONDED** by Commissioner Perkins that the minutes of the January 18, 2018 meeting be adopted.

CARRIED

4. MOTION TO CLOSE THE MEETING

MOVED by Commissioner Bishop, **SECONDED** by Commissioner Perkins to close the meeting in accordance with the Community Charter, Part 4, Division 3, 90 (2):

(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party

CARRIED

The in camera meeting commenced at 6:08pm and adjourned at 6:25pm. The regular meeting reconvened at 6:25pm.

5. DIRECTORS' REPORT

Director Hicks reported on his recent discussions with organizers working toward a Sooke seniors centre. He noted that the needs of the regions' senior population will be considered when the proposed SEAPARC fitness gym/multi-purpose expansion is being developed.

6. NEW BUSINESS

a) Report: 2017 Highlights

The SEAPARC Manager reviewed highlights, trends and statistics from 2017 including patron visits, revenue, and expenses.

b) 2017 Surplus (verbal report)

The facility realized a surplus of \$99,159 for 2017. The majority of savings were due to reduced energy costs resulting from the conversion to LED lighting and a natural gas powered pool boiler. At their October 19, 2017 meeting, the Commission directed staff to utilize any surplus up to \$45,240 (projected 2017 surplus at time of meeting) to offset the 2018 requisition.

MOVED by Alternate Commissioner Reay, **SECONDED** by Commissioner Perkins that 2017 surplus funds totaling \$99,159 be allocated as follows:

- \$45,000 used to offset the 2018 requisition (Oct. 19, 2017 motion)
- \$15,000 transferred to Operating Reserve Fund for program planning purposes
- \$39,159 transferred to Capital Reserve Fund

CARRIED

7. STAFF NEWS

8. PUBLIC QUESTION PERIOD

9. ROUND TABLE

10. ADJOURNMENT

The regular meeting adjourned at 7:10pm.

Next meeting: March 15, 2018 @ 6pm

Mike Hicks, Chair

Lynn MacDonald, Recorder