

**Capital Regional District
Sooke & Electoral Area Parks and Recreation Commission
Minutes of a Regular meeting held Thursday, April 19, 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), B. Berger (Vice-Chair), D. Bishop, J. Perkins,
M. Tait (Director)
Staff: S. Knoke, SEAPARC Manager, C. Hoglund, Program Services Manager,
L. MacDonald, Recording Secretary
Absent: P. Grove
Public: 4
Press: 0

1. CALL TO ORDER

The Chair called the meeting to order at 6:09 pm.

2. ADOPTION OF AGENDA

The Chair requested that the agenda be amended as follows:

- Addition:
Item 9) Unfinished Business: Staff Report – SEAPARC Pool Roof

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

CARRIED

3. ADOPTION OF MINUTES

MOVED by Director Tait, **SECONDED** by Commissioner Perkins that the minutes of the March 15, 2018 meeting be adopted.

CARRIED

4. DELEGATION

Sooke Tennis & Pickleball Group representatives Marilyn Erickson, Leah Grownow, Bevin Bigalky and Martina Rossman reported on the condition of the Sooke Community Association's (SCA) Throup Road tennis courts and their wish to fund court improvements through partnerships with community agencies. The group would like to accommodate both tennis and pickleball on the existing courts as well as the eventual construction of stand-alone pickle ball courts.

While supportive of the Group's efforts, the Chair noted that SEAPARC's governing bylaws do not permit funding of a facility not owned/operated by the CRD. Commissioner Berger explained that historically the SCA has provided the land/facilities but upkeep and management has been the responsibility of the user group. Suggestions included registering as a non-profit society, applying to the District's Community Grant program and/or exploring the feasibility of joining the Fred Milne Society.

5. CORRESPONDENCE

- a) Keli Dunn, Amber Academy – Golf Tournament Fundraiser

Request for free use of the golf course on Father's Day weekend for a fundraising golf tournament. The Commission directed staff to offer a reduced rental rate with a required non-refundable deposit and suggest dates for the tournament rather than Father's Day.

b) Brayden Friesen – Travel Assistance Funding

Request for funding to assist with travel costs for Sooke resident Brayden Friesen (17) to represent Canada at the BMX World Championships in Baku, Azerbaijan, June, 2018. The Commission offers assistance (max. \$400) to local organizations and athletes (under 21) travelling to provincial or higher level competitions.

MOVED by Director Tait, **SECONDED** by Commissioner Bishop that \$200 be awarded to Brayden Friesen to assist with his travel costs to participate in the BMX World Championships in 2018.

CARRIED

c) Navy League of Canada, Sooke Branch – Award Sponsorships

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

CARRIED

6. CHAIR’S REPORT

Construction of a proposed skate board park in Port Renfrew will not be going ahead due to liability issues. The focus will now be redirected to a bike pump track.

7. DIRECTORS’ REPORT

In response to several requests received by Director Tait for a water park in Sooke, the Director suggested that SEAPARC staff begin researching water/splash parks in readiness should a grant opportunity arise. The SEAPARC Capital Plan includes \$140,000 in 2020 for “Outdoor Activity Space Development”.

8. STAFF NEWS

PROGRAM SERVICES:

Community Initiative

SEAPARC has partnered with Westshore Parks and Recreation, School District 62 and the Pacific Institute for Sport Excellence (PISE) for a BC Physical Literacy for Communities initiative grant, funded by the Ministry of Health to support increasing physical literacy among students and teachers in our communities.

Special Events

Over 650 people, including 350 children, attended SEAPARC’s annual free Easter Extravaganza on March 31 raising over \$650 for the Sooke Food Bank. Thank you to Darcy Smith and the program team for organizing another fantastic event.

Program Services

In an effort to streamline the reporting of program service information to the Commission, staff will now be preparing detailed quarterly program reports, with information based on each seasonal Active Living Guide, instead of providing monthly program updates.

ADMINISTRATION:

Community Recreation Bus

This year’s two month summer camp bus rental is estimated to cost between \$4,000 for a 21 passenger bus and \$9,000 for a 24 passenger bus. CRD Fleet Services continues to search for ex-commercial units which could be purchased to fit SEAPARC’s needs. Commission directed staff to research the feasibility of a bus being used for community groups/sports associations to help defray costs and provide a service to the community.

Bike Park

Sooke Bike Park is now open for limited use following annual park maintenance conducted by a volunteer work party on April 18, 2018. The intermediate jumps and pump track will be open for rider access while the large dirt jumps remain closed for more intensive restoration by a local contractor through the spring. We would ask bike park users to please respect trail and jump closures as repair work is underway.

Refrigeration Plant Safety Review

Worksafe BC completed an ammonia plant audit on December 1, 2017 and an order was received to replace the compressor room ammonia vent stack. The design, submitted to WorkSafe on March 16, 2018, has been approved and staff are now seeking quotes to construct. The Worksafe deadline for installation is June 30th 2018.

Golf Course Opening

DeMamiel Creek Golf Course opened for the season on April 18. A new \$395 "season's pass" offering will provide holders with unlimited access to the golf course for the 2018 season (April-October).

9. UNFINISHED BUSINESS

a) Staff Report – SEAPARC Pool Roof

Approval sought to amend the 2018 Capital Plan to permit the replacement and repair of both the leisure pool roof (scheduled for replacement in June, 2018) and the north pool roof (scheduled for replacement in 2019). Combining the projects will reduce set up and mobilization costs, capitalize on consultant services and maximize the amount of work that can only be completed during the upcoming three week annual pool shutdown. Commission comment included concerns that construction of the fitness gym may impact the north pool roof and that safeguards be set in place to ensure the work is completed during the scheduled three week pool shutdown.

MOVED by Director Tait, **SECONDED** by Commissioner Perkins that the Sooke & Electoral Area Parks and Recreation Commission recommend to the Capital Regional District Board:

That SEAPARC amend its 2018-2022 Capital Expenditure Plan reducing the cost of the Pool Roof Project from \$388,000 to \$280,500 and by moving the 2019 project to 2018.

CARRIED

10. PUBLIC QUESTION PERIOD

11. ROUND TABLE

- Fitness Gym and Multi-Purpose Space Expansion project status will be added as a standing agenda item.
- A Call for Credentials for consulting services for the provision of design, costing, tendering and construction of the expansion is currently posted on BC Bid and will close on May 4, 2018.

12. ADJOURNMENT

The regular meeting adjourned at 8:05pm. Next meeting: May 17, 2018 @ 6pm

Mike Hicks, Chair

Lynn MacDonald, Recorder