



AGENDA
CAPITAL REGIONAL DISTRICT
SOOKE & ELECTORAL AREA PARKS AND RECREATION COMMISSION
General Meeting, SEAPARC Boardroom
Thursday, July 19, 2018 at 6pm

Sooke & Electoral Area
Parks and Recreation
Commission

OFFICE LOCATION:
SEAPARC
Leisure Complex
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Sooke, BC

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1. Call to Order
2. Adoption of Agenda
3. Approval of the Minutes of June 21, 2018
4. Fitness Gym & Multi-Purpose Space Addition
 - a) Staff Report: SEAPARC Fitness Gym and Multi-Purpose Space Expansion Location
5. Chair's Report
6. Directors' Report
7. Staff News
8. New Business
9. Public Question Period
10. Round Table
11. Adjournment



STAFF REPORT TO THE SOOKE &
ELECTORAL AREA PARKS AND RECREATION COMMISSION
MEETING OF THURSDAY, JULY 19, 2018

SUBJECT **SEAPARC Fitness Gym and Multi-Purpose Space Expansion Location**

ISSUE

SEAPARC expansion design concepts and physical location proposal.

BACKGROUND

The location of the proposed expansion has a significant implication to existing facility and future operations. Several design considerations have been identified as key factors to deliver this project successfully:

- Control of customer access by current reception area
- Storage and access of current and new equipment
- Office space and staff use areas
- Boardroom size and alternative uses
- Public access and egress to rooms
- Front entrance common area plan
- Parking plan include loading area and bus access

Three location and design concepts are attached for discussion.

ALTERNATIVES

Alternative 1

That the Commission receive this report for information and direct to staff pursue development of Option 2 as the SEAPARC fitness and multipurpose space expansion.

Alternative 2

That the Commission refer design concepts back to staff for more information.

ECONOMIC IMPLICATIONS

Proper layout of space and location selection of expansion will impact the efficiency and effectiveness of fitness services provision at SEAPARC.

Issues include:

- Cost of staff supervision and/or duplication of reception services for access
- Future site development
- Cost and risk of complex building interface
- Sight lines for supervision and public awareness
- Flexibility of programs and services offered
- Existing use of current facility capacity
- Maximizing current services provided

Option 2 can best addresses these issues and further incorporates an efficient use of existing space at the facility.

GROWTH MANAGEMENT IMPLICATIONS

Location of the proposed expansion will impact future areas of development at SEAPARC. Major capital items, such as arena replacement, have been identified in SEAPARC's long term plan. The proposed current location of Option 2 would have a minimal impact on future development and could potentially be expanded for future service demands.

CONCLUSION

The location of the proposed expansion has significant implications to the existing facility and future operations. Several design considerations have been identified as key factors to deliver this project successfully. Option 2 is considered the optimum solution for this space expansion.

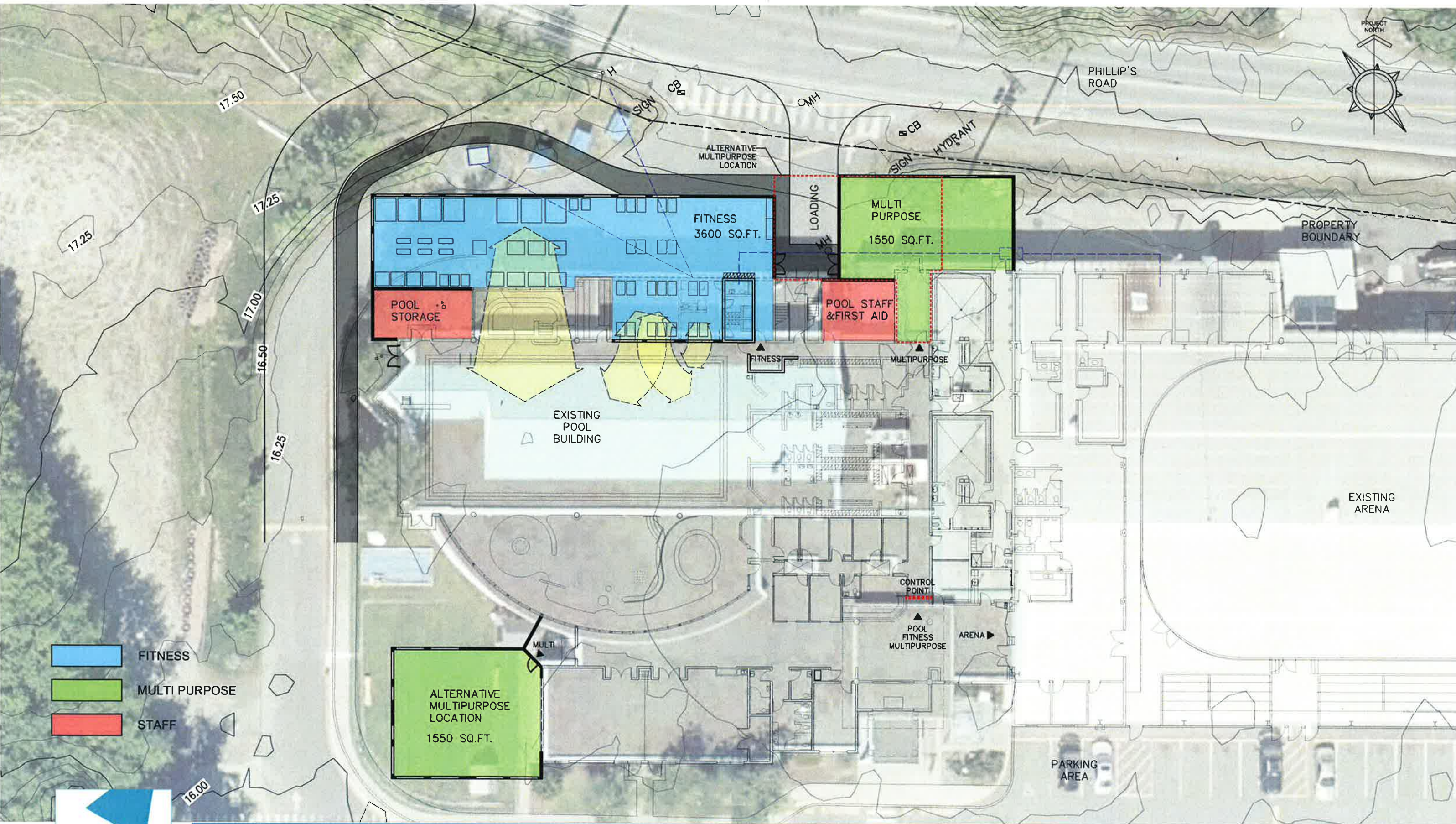
RECOMMENDATION(S)

That the SEAPARC Commission receive this report for information and direct staff pursue the construction of Option 2.

Submitted by:	Steve Knoke Manager SEAPARC
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WRITERS INITIALS: SK

Attachments: Expansion Location Plans - Options 1, 2 & 3



- FITNESS
- MULTI PURPOSE
- STAFF

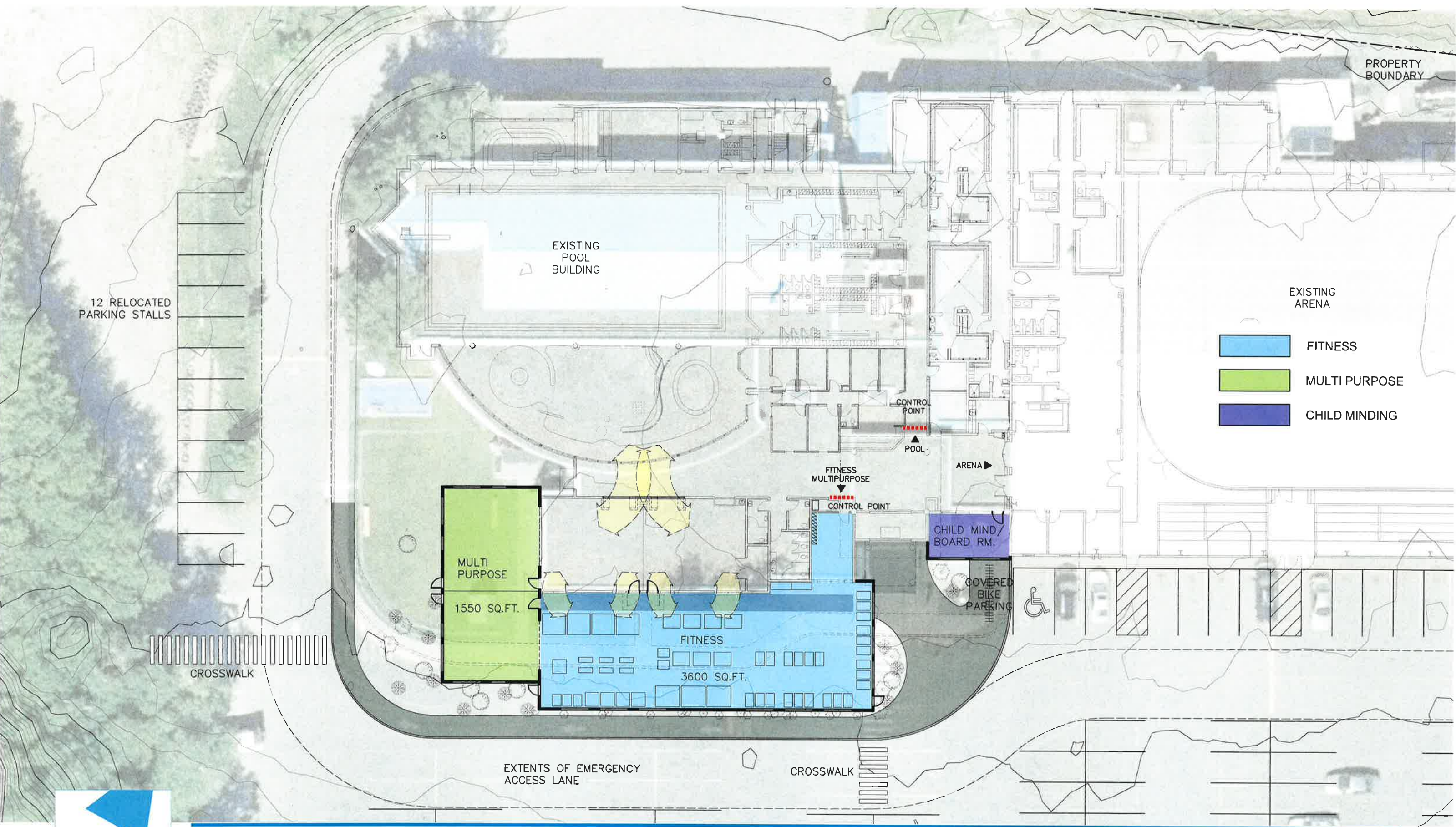
SeaParc Fitness Addition

July 12th, 2018

OPTION 1

1:300





SeaParc Fitness Addition



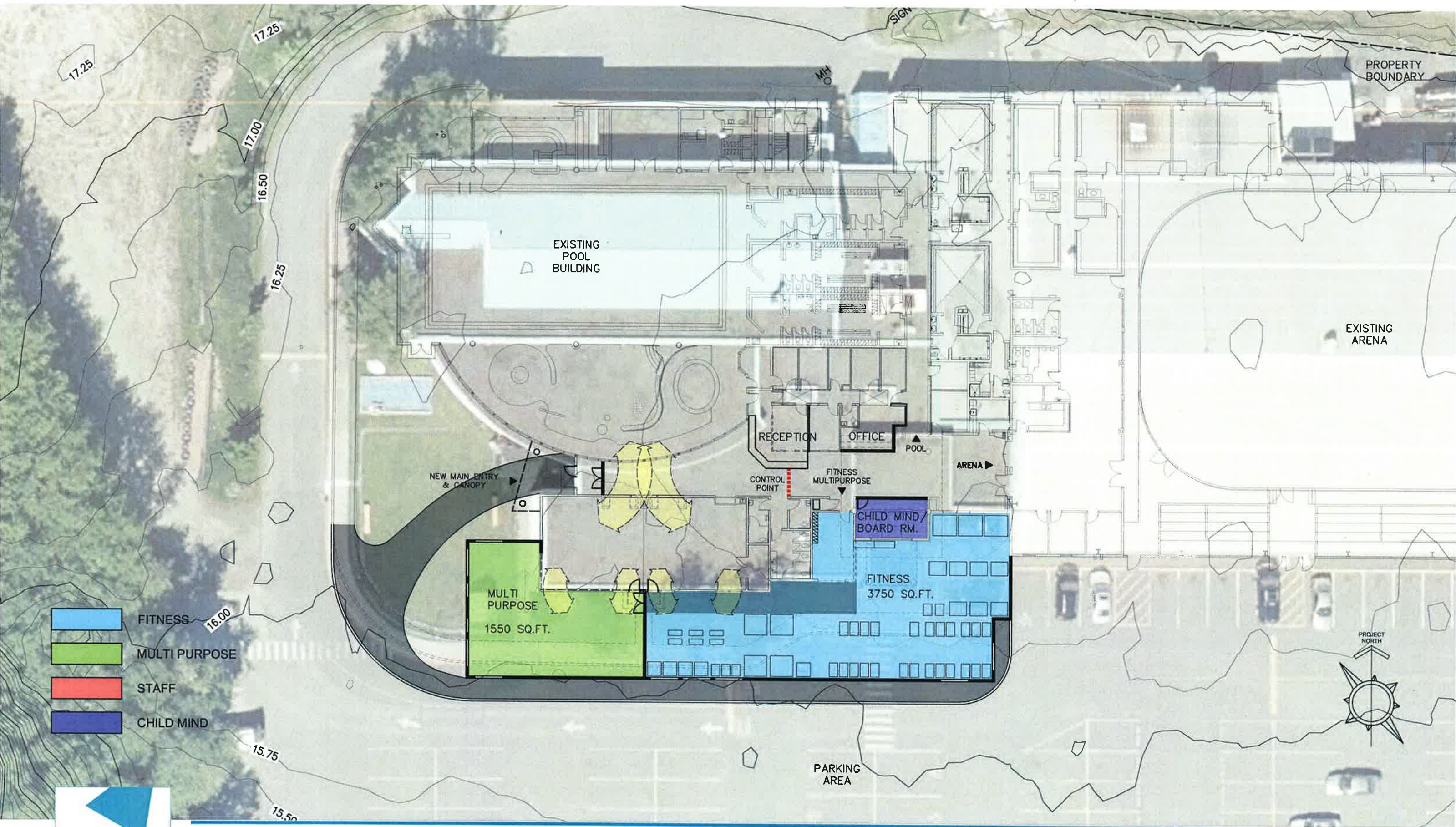
531 Herald Street, Victoria, BC.



July 13, 2018

1:300

OPTION 2



- FITNESS
- MULTI PURPOSE
- STAFF
- CHILD MIND

SeaParc Fitness Addition

July 12th, 2018

OPTION 3

1:300



531 Herald Street, Victoria, BC.



**STAFF REPORT TO THE SOOKE &
ELECTORAL AREA PARKS AND RECREATION COMMISSION
MEETING OF JULY 19, 2018**

SUBJECT Staff News

PURPOSE Information

ADMINISTRATION

2018 Pool Shutdown

Annual shutdown is complete (June 11-July 2). Regular maintenance items included:

- LED unwater bulb install
- Pool deck re-ground
- Pool filter replacement
- Pool roof replacement
- Paint and routine maintenance items

Thank you to our maintenance staff for all of their hard work. The facility looks great and we have received positive comments from the public.

Pool Roof

Pool roof repair is almost complete. The soffits and flashing are expected to be completed this week subject to weather permitting conditions.

Refrigeration Plant Safety Review

SEAPARC has started to construct the WorkSafe BC required redesigned discharge stack for the ammonia room ventilation system. The WorkSafe BC deadline for installation has been extended to August 15th 2018.

Aquatic Staffing

SEAPARC's most valuable resource is our team of highly trained and dedicated staff. Currently, challenges have been identified in recruitment for aquatic related positions. SEAPARC is anticipating a shortage of aquatic staff this fall and winter season. The cost to become a Lifeguard and Swim Instructor is significant, and is one of the main barriers for students. The course commitment is 100 hours to become a Lifeguard, and the cost is approximately \$775. Staff would like to explore the option of creating a student recruitment program in partnership with EMCS, where students would apply to participate in the program, and if they successfully complete the courses, they would be guaranteed an interview. This program could include a financial incentive by SEAPARC to encourage local students to train and work at SEAPARC. The Manager of Program Services has met with EMCS Principal Laura Fulton to discuss the partnership. She is very interested in supporting this program and implementing it for the fall of 2018.

Colleen Hoglund
Program Services Manager

Steve Knoke
SEAPARC Manager