

**Capital Regional District  
Sooke & Electoral Area Parks and Recreation Commission  
Minutes of a Regular meeting held Thursday, October 18, 2018  
SEAPARC Leisure Complex Board Room, Sooke, BC**

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*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  
Staff: C. Hoglund, Program Services Manager; S. Knoke, SEAPARC Manager;  
A. Liu, Manager – Environmental Engineering; L. MacDonald, Recording Secretary  
Absent: P. Grove, M. Tait (Director)  
Public: 2  
Press: 0

**1. CALL TO ORDER**

The Chair called the meeting to order at 6:06 pm.

**2. ADOPTION OF AGENDA**

**MOVED** by Commissioner Berger **SECONDED** by Commissioner Grove that the agenda be adopted. **CARRIED**

**3. DELEGATION**

a) Sooke Fine Arts Society – Geraldine McGuire, President and Wayne Fritz, Vice President

Ms. McGuire thanked the Commission and SEAPARC staff for their support of the Sooke Fine Arts Society and Show. It was noted that the annual show, now in its 32<sup>nd</sup> year, has a huge impact on the community as a social and cultural event as well as an economic driver. SEAPARC management and staff were recognized as being instrumental to the show's success.

**4. FITNESS GYM & MULTI-PURPOSE SPACE ADDITION**

a) Project Update

Andy Liu, Manager–Environmental Engineering, provided an update on the expansion project including the following items of note:

- Development Permit application submitted to the District on October 3
- Design Development Report received
- Second cost estimate will be sought based on Design Development Report
- As requested, the roof overhang has been extended to provide a covered walkway alongside the fitness gym
- Number of planters has been reduced from original concept
- Bike stall roof was not included in Development Permit application but will be priced as an optional item
- A raised crosswalk (speed hump) in line with the entrance has been added

Discussion points included:

- More parking stalls required
- Cost estimates should include gravel parking area improvements

**5. CHAIR'S REPORT**

The Chair recognized Bev Berger on the occasion of her last meeting as a Commissioner. Ms. Berger has served on the Commission as the District of Sooke's Council representative since 2009. The Chair thanked Ms. Berger for her dedication to SEAPARC and years of service to the community.

## 6. STAFF REPORTS

### a) Staff Report: Grant Opportunity: Investing in Canada Infrastructure Program

Endorsement sought for submission of a grant application to assist with costs to replace the Sooke Skateboard Park. \$500,000 has been allocated for the project in 2021 as part of SEAPARC's 5 year Capital Plan.

**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 an ICIP – Community, Culture and Recreation program application for funding to assist with costs to replace the Sooke Skateboard Park and that the Board commits to its share (\$500,000) of the project.

**CARRIED**

### b) Staff News (verbal):

WorkSafeBC hygiene officer Jason Smit met with the SEAPARC JOH&S Committee on October 11 to review the Fernie Incident Investigation Report and conduct a follow-up inspection of the SEAPARC arena refrigeration plant. SEAPARC will hold an ammonia release evacuation drill involving the Sooke Fire Dept. and ACCENT Refrigeration (contractor) by year end.

## 7. PUBLIC QUESTION PERIOD

## 8. ROUND TABLE

## 9. ADJOURNMENT

The regular meeting adjourned at 7:15pm.

Next regular scheduled meeting: November 15, 2018 @ 6pm

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Mike Hicks, Chair

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Lynn MacDonald, Recorder