

**Capital Regional District
Sooke & Electoral Area Parks and Recreation Commission
Minutes of a Regular meeting held Thursday, January 23, 2020 at 2pm
SEAPARC Leisure Complex Fitness Studio, Sooke, BC**

Mission Statement:

*“Sooke & Electoral Area Parks and 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: J. Bateman (Alternate Director), A. Beddows (Chair),
D. Bishop, M. Hicks (Director), H. Johnson, J. Perkins (Vice-Chair), D. Little
Staff: S. Knoke, SEAPARC Manager, C. Hoglund, Program Services Manager,
L. MacDonald, Recording Secretary
Absent: M. Tait (Director),
Public/Press: 0

1. CALL TO ORDER

The Chair called the meeting to order at 2:02 pm.

2. ELECTION OF CHAIR

The SEAPARC Manager called for nominations for the position of Chair for 2020. Councillor Beddows was nominated and accepted his nomination. Director Hicks was nominated but was not present. The SEAPARC Manager called two times for further nominations and, as there was none, Councillor Beddows was declared Chair.

3. ELECTION OF VICE-CHAIR

The Chair called for nominations for the position of Vice-Chair for 2020. Commissioner Perkins was nominated and accepted his nomination. The SEAPARC Manager called two times for further nominations and, as there was none, Commissioner Perkins was declared Vice Chair.

Director Hicks entered the room at 2:04 pm

4. ADOPTION OF AGENDA

MOVED by Director Hicks, **SECONDED** by Commissioner Perkins that the agenda be adopted with the following additions:

9. New Business
- a) Meeting Schedule
 - b) Motion to close the meeting in accordance with the Community Charter, Part 4, Division 3, Section 90 (1): *(g) litigation or potential litigation affecting the municipality;*

CARRIED

5. APPROVAL OF THE MINUTES OF NOVEMBER 28, 2019

MOVED by Director Hicks, **SECONDED** by Commissioner Bishop that the minutes of the November 28, 2019 meeting be adopted.

CARRIED

6. CHAIR'S REPORT

The Chair announced the following Commission appointments:

- Holly Johnson – Youth Member
- Dal Little – District of Sooke, Resident Elector Representative

- Dana Lajeunesse – District of Sooke, Alternate Councillor
- Dan Quigley – Juan de Fuca Electoral Area, Alternate Director
- Jeff Bateman – Juan de Fuca Electoral Area, Alternate Director

7. DIRECTORS' REPORT

Alternate Director Bateman reported on District of Sooke projects including:

- Canada Infrastructure Grant (multi-purpose sport court) announcement expected this spring
- Three walking/cycling trails opening soon
- BC Active Transportation Infrastructure grant application being submitted for DeMamiel Creek pedestrian crossing bridge

8. FITNESS GYM & MULTI-PURPOSE SPACE ADDITION

The SEAPARC Manager reported:

- Final shipment of fitness equipment expected the week of January 27th
- Public opening first week in February. Grand opening date to be determined
- Covered bike parking and board room expected to be completed by February 14
- Landscaping, benches and additional parking spaces to follow

9. NEW BUSINESS

a) Meeting Schedule

Regular meeting schedule: 3rd Tuesday of the month at 6pm effective February 18, 2020

b) Motion to Close Meeting

MOVED by Director Hicks, **SECONDED** by Commissioner Bishop to close the meeting in accordance with the Community Charter, Part 4, Division 3, Section 90(1):

(g) *litigation or potential litigation affecting the regional district*

CARRIED

The closed meeting commenced at 2:32pm and adjourned at 2:59pm.

The regular meeting reconvened at 2:59pm.

c) Staff News

The SEAPARC Manager reported on the following:

- Kudos to staff for ensuring facility remained open during recent snow storm
- New physical literacy grant partnership opportunity with West Shore Parks and Recreation, School District 62 and Island Health being explored.
- Award of fitness equipment provider contract to Fitness Experience
- "Tow and Collect" equipment purchased with funding from Community Works Funds grant through the Juan de Fuca Electoral Area. Equipment will be used to remove goose feces from local playing fields and golf course. Use agreement with Sooke Community Association to be developed.
- Long service employee recognition:

Susan	20 yrs	Reception
Trevor	10 yrs	Aquatics
Luc	10 yrs	Maintenance
Darcy	10 yrs	Recreation
Megan	5 yrs	Recreation
- Recent damage to Stan Jones Field turf caused by ATV(s).

10. STAFF REPORTS

11. PUBLIC QUESTION PERIOD

12. ROUND TABLE

13. ADJOURNMENT

The regular meeting adjourned at 3:10pm.

Next regular scheduled meeting: February 18, 2020 @ 6pm