

**Capital Regional District
Sooke & Electoral Area Parks and Recreation Commission
Minutes of a Regular meeting held Tuesday, February 18, 2020 at 5:30pm
SEAPARC Leisure Complex Board Room, 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: A. Beddows (Chair), H. Johnson, M. Hicks (Director),
D. Little, J. Perkins (Vice-Chair), M. Tait (Director)
Staff: Steven Carey, CRD Manager, Legal Services, S. Knoke, SEAPARC Manager,
C. Hoglund, Program Services Manager, L. MacDonald, Recording Secretary
Absent: D. Bishop
Public/Press: 0

1. CALL TO ORDER

The Chair called the meeting to order at 5:30 pm.

2. ADOPTION OF AGENDA

MOVED by Director Hicks, **SECONDED** by Director Tait that the agenda be adopted.

CARRIED

3. APPROVAL OF THE MINUTES OF JANUARY 23, 2020

MOVED by Director Hicks, **SECONDED** by Commissioner Perkins that the minutes of the January 23, 2020 meeting be adopted.

CARRIED

4. CORRESPONDENCE

a) Sooke & District Minor Hockey Association

MOVED by Director Hicks, **SECONDED** by Director Tait that the correspondence be received.

CARRIED

5. MOTION TO CLOSE MEETING

Motion to close the meeting in accordance with the Community Charter, Part 4, Division 3, Section 90 (1): (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

- The closed meeting commenced at 5:35pm and adjourned at 6:22pm.
- The regular meeting reconvened at 6:22pm.

6. CHAIR'S REPORT

Congratulations on the opening of the new Weight Room and Fitness Studio facilities to the public.

7. DIRECTORS' REPORT

8. FITNESS GYM & MULTI-PURPOSE SPACE ADDITION – PROJECT UPDATE

- The SEAPARC Manager thanked Commissioners and staff who worked so hard to achieve the opening of our new facilities
- The Weight Room and Fitness Studio opened to the public February 7, 2020
- Contractors are working to complete all outstanding items over the next two weeks
- Grand opening celebration tentatively set for afternoon of March 27

9. NEW BUSINESS

10. STAFF REPORTS

a) Staff News (Verbal)

Family Day Stat Holiday

The facility was open noon to 6pm with a free skate offered from noon to 3pm. Attendance was significantly lower than in past years. A provincial grant of \$1,000 received to help fund the free skate.

Director Hicks left the room at 6:30pm

Staffing

Admittance to the pool had to be limited the afternoon of February 14 (Pro D Day) due to a shortage of Aquatic staff. Several staff requested time off to attend the "Celebration of Life" function at EMCS that afternoon.

DeMamiel Creek Golf Course

Golf course will be opening for the season on April 15.

2019 Surplus

The SEAPARC Manager reported a 2019 Operating Budget surplus of \$154,000.

MOVED by Commissioner Perkins, **SECONDED** by Commissioner Little that 2019 surplus funds totalling \$154,000 be transferred to the Capital Reserve Fund.

CARRIED

Grant Support

A letter of support was provided to the District of Sooke for their BC Active Transportation Infrastructure Grants program application for funding of a pedestrian crossing of DeMamiel Creek.

11. PUBLIC QUESTION PERIOD

12. ROUND TABLE

13. ADJOURNMENT

The regular meeting adjourned at 6:40pm.
Next regular scheduled meeting: March 17, 2020 @ 6pm

Al Beddows, Chair

Lynn MacDonald, Recorder