

**Capital Regional District
Sooke & Electoral Area Parks and Recreation Commission
Minutes of a Regular meeting held Friday, April 24 at 1:30pm
Held via Teleconferencing and at SEAPARC Leisure Complex MP Room A, 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), M. Hicks (Director), J. Perkins (Vice-Chair),
M. Tait (Director)
Staff: L. Hutcheson, General Manager. Parks & Environmental Services,
S. Knoke, SEAPARC Manager, C. Hoglund, Program Services Manager,
L. MacDonald, Recording Secretary
Absent: D. Bishop, H. Johnson, D. Little
Public/Press: 0

1. CALL TO ORDER

The Chair called the meeting to order at 1:32 pm.

2. ADOPTION OF AGENDA

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

CARRIED

3. APPROVAL OF THE MINUTES OF FEBRUARY 18, MARCH 27 and APRIL 14, 2020

MOVED by Commissioner Perkins, **SECONDED** by Commissioner Beddows that the minutes of the February 18, March 17 and April 14 meetings be adopted.

CARRIED

4. CHAIR'S REPORT

5. DIRECTORS' REPORT

Director Tait provided an update on the federal/provincial “Investing in Canada Infrastructure Program – Community, Culture and Recreation” grant application for a multi-use sport box grant submitted by the District last year. It is expected that grant award announcements will be made soon.

6. YOUTH REPORT

7. CORRESPONDENCE

a) Navy League of Canada – Trophy Sponsorship Request

MOVED by Commissioner Perkins, **SECONDED** by Commissioner Beddows 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

b) District of Sooke – Plan H Grant Collaboration Request

c) Sooke Fine Arts Society - Notice of 2020 Fine Arts Show cancellation

MOVED by Commissioner Perkins, **SECONDED** by Commissioner Beddows that correspondence be received.

CARRIED

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

- Grand opening delayed due to COVID-19 pandemic
- Final landscaping work and bench installation still outstanding
- Staff to present a final financial reporting on project at next regular meeting

9. COMMISSION BUSINESS

a) Staff News

Emergency Shelter

The dry floor arena will be utilized as a temporary self-isolation shelter to support local vulnerable population during COVID-19 pandemic under the direction of Emergency Management BC. Neighbouring property owners have been notified.

Facility Closure

The facility closed to the public on March 17 and remains closed with some staff continuing to work in the facility. Maintenance staff are working on projects that were scheduled for annual pool shutdown.

DeMamiel Creek Golf Course

Golf course will open for the season on May 1 with new rules and procedures being implemented to protect patron and staff safety and meet provincial health guidelines. Staff will continue to actively monitor the status of the COVID-19 outbreak on a daily basis and adjust precautionary procedures as dictated by the Provincial Health Officer.

Programs Update

The Program Services Manager reported that the only programs currently open for registration are summer camps. Special payment plans have been initiated this year to assist those financially impacted by COVID-19. A final decision on whether summer camps will be offered will be made in May.

b) 2020/21 Fees and Charges Report

Due to the negative economic impacts of COVID-19 pandemic, no changes to SEAPARC fees and charges for 2020/21 are recommended at this time.

MOVED by Commissioner Perkins, **SECONDED** by Director Tait that the Sooke & Electoral Area Parks and Recreation Commission approves the proposed SEAPARC Recreation Fees and Charges for 2020/21, effective September 1, 2020, for inclusion in the 2020/21 Fees and Charges Bylaw to be approved by the CRD Board.

CARRIED

10. NEW BUSINESS

11. MOTION TO CLOSE MEETING

MOVED by Commissioner Perkins, **SECONDED** by Commissioner Beddows to close the meeting in accordance with the Community Charter, Part 4, Division 3, Section 90 (1): (c) labour relations or other employee relations.

CARRIED

- Closed meeting started at 1:59pm and concluded at 2:14pm
- Regular meeting reconvened at 2:15pm

12. ROUND TABLE

13. ADJOURNMENT

The regular meeting adjourned 2:23pm
Next regular scheduled meeting: to be determined