

**Capital Regional District
Sooke & Electoral Area Parks and Recreation Commission
Minutes of a Regular meeting held Friday, June 12 at 1pm
Held via Videoconferencing 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), D. Bishop, M. Hicks (Director), D. Little,
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: H. Johnson
Public/Press: 0

1. CALL TO ORDER

The Chair called the meeting to order at 1:10 pm.

2. ADOPTION OF AGENDA

MOVED by Commissioner Perkins, **SECONDED** by Commissioner Bishop that the agenda be adopted. **CARRIED**

3. APPROVAL OF THE MINUTES OF APRIL 24, 2020

MOVED by Commissioner Perkins, **SECONDED** by Commissioner Little that the minutes of the April 24 meeting be adopted. **CARRIED**

4. CHAIR'S REPORT

The Chair noted that the use of the arena as a temporary self-isolation shelter has been a huge success in assisting vulnerable members of the community during the COVID emergency.

5. DIRECTORS' REPORT

Director Tait reported that the CRD's new "Mountain Biking Advisory Committee" is seeking volunteer members. More information is available on the CRD website.

6. YOUTH REPORT

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

- Final project report will be presented at July meeting

8. COMMISSION BUSINESS

a) Staff News (verbal)

DeMamiel Creek Golf Course

S. Knoke reported on recent correspondence received from a resident residing next to the course with two safety concerns:

- Roadway congestion caused by course users parking their vehicles on side of Throup Rd. (across from the course parking lot entrance); and
- errant golf balls landing on the resident's property

The SEAPARC Manager suggested exploring options with the District of Sooke for the use of their right-of-way in order to expand the golf course parking area.

MOVED by Director Tait, **SECONDED** by Commissioner Perkins that staff explore the feasibility of purchasing neighbouring property for future use and expanding golf course parking by utilizing the District of Sooke right-of-way. **CARRIED**

Emergency Shelter

Use of the arena as a temporary self-isolation shelter to support local vulnerable population during COVID-19 pandemic under the direction of Emergency Management BC will end on June 22/20. A complete cleaning and restoration of the facility and property will be undertaken by a professional property restoration company the week of June 22.

b) Restarting Programs and Services Report

C. Hoglund provided an overview on plans underway for the phased reopening of SEAPARC facilities and programs following British Columbia Recreation and Parks Association, Island Health, BC's Provincial Health Office, Lifesaving Society WorkSafe BC guidelines.

Discussion points included:

- User capacity limits for pool, weight room and ice arena
- Staff and patron safety
- Regular ice users and 2020/21 ice time requests

MOVED by Commissioner Bishop, **SECONDED** by Commissioner Perkins that the report be received for information. **CARRIED**

c) Financial Forecast for Reopening of Operations Report

S. Knoke reported that by proceeding with a phased re-opening of the facility with reduced hours/services on a cost recovery basis, no forecasted deficit is expected. The choice to reduce the capital transfer or include a deficit into the 2021 financial plan, if necessary, may be determined at the July meeting.

MOVED by Commissioner Bishop, **SECONDED** by Commissioner Little that the Commission approve the proposed phased re-opening of facilities, programs and services with reduced hours and services. **CARRIED**

Director Tait left the room at 1:48pm

10. NEW BUSINESS

11. MOTION TO CLOSE MEETING

MOVED by Commissioner Bishop **SECONDED** by Commissioner Perkins 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 1:50pm and concluded at 1:55pm
- Regular meeting reconvened at 1:55pm

12. ROUND TABLE

S. Knoke announced that SEAPARC Administrative Secretary, Lynn MacDonald, will be moving to a new position in the CRD effective June 19, 2020 and thanked Lynn for her 10+ years of service to the community.

13. ADJOURNMENT

The regular meeting adjourned 2pm

Next regular scheduled meeting: Tuesday, July 28 @ 5pm

Al Beddows, Chair

Lynn MacDonald, Recorder