

**Capital Regional District
Sooke & Electoral Area Parks and Recreation Commission
Minutes of a Regular meeting held Tuesday, September 15 at 1 pm
Held at 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. Perkins (Chair), D. Lajeunesse (for A. Beddows), M. Hicks (Director),
M. Tait (Director) (1:35 pm), D. Little, D. Bishop
Staff: S. Knoke, SEAPARC Manager, S. Asdal, Recording Secretary

1. CALL TO ORDER

The Chair called the meeting to order at 1:05 pm.

2. APPROVAL OF THE AGENDA

MOVED by Director Hicks, **SECONDED** by Commissioner Bishop, that the agenda be approved with the addition of 9. a) Correspondence from Sooke Region Communities Health Network and b) Commission Meeting Times.

CARRIED

3. ADOPTION OF THE MINUTES OF JULY 28, 2020

MOVED by Director Hicks, **SECONDED** by Commissioner Bishop,
That the minutes of the July 28 meeting be adopted.

CARRIED

4. CHAIR’S REPORT: There was none.

5. DIRECTORS’ REPORT: There was none.

6. YOUTH MEMBER’S REPORT: S. Knoke advised that Commissioner Johnson’s term ended in June; Edward Milne Community School will be contacted regarding the youth member vacancy.

7. PRESENTATIONS/DELEGATIONS: There was none.

8. COMMISSION BUSINESS

a) Sunriver Multi-Use Sport Box Report

S. Knoke provided an overview of the report.

Discussion points included:

- The process that will follow if the staff report recommendation is approved.
- Background information regarding the land and funding for the sport box.

Director Tait entered the meeting at 1:35 pm.

Director Hicks left the meeting at 1:35 pm.

MOVED by Director Hicks, **SECONDED** by Commissioner Bishop,

That the Sooke and Electoral Area Parks and Recreation Commission present this report to Sooke Council, recommending to proceed with signing an agreement with SEAPARC/CRD based on the project charter. District of Sooke to delegate SEAPARC/CRD full authority to deliver the project and responsibility for the new facility operation.

CARRIED

b) SEAPARC Gravel Parking Area Upgrade Report

S. Knoke provided an overview of the report

MOVED by Director Tait, **SECONDED** by Commissioner Little,
That parking lot development be included in SEAPARC's future capital planning process.

CARRIED

c) Golf Course Ball Net – Verbal Report

S. Knoke advised that errant balls from the DeMamiel Creek Golf Course are landing on the trail connector posing a safety risk to pedestrians. A quote of \$6000 + tax was obtained to install three poles to hold netting to catch golf balls. This will be an interim solution while more permanent measures are investigated.

Director Hicks entered the meeting at 1:42 pm.

MOVED by Director Tait, **SECONDED** by Commissioner Bishop,
That the installation of poles at DeMamiel Creek Golf Course to hold netting be approved.

CARRIED

MOVED by Director Tait, **SECONDED** by Director Hicks,
That the words “use of \$6000 from the operating budget for” be added before the words “the installation of ...”

The question was called on the main motion, as amended:

MOVED by Director Tait, **SECONDED** by Director Hicks,
That the use of \$6000 from the operating budget for the installation of poles at DeMamiel Creek Golf Course to hold netting be approved.

d) Festival of Trees – Verbal Report

S. Knoke advised that SEAPARC is unable to host this year's festival due to COVID-19 restrictions.

9. NEW BUSINESS

a) Correspondence from Sooke Region Communities Health Network (SRCHN)

Chair Perkins provided an overview of the correspondence. The Commission directed staff to write a letter of intent to support SRCHN's application for an infrastructure grant.

b) Commission Meeting Times

The Commission discussed which meeting time would work for the majority of commissioners as well as for the public. The Commission decided to meet at 3 pm on the second Tuesday of each month until December.

10. ROUND TABLE

The Commission discussed the following topics:

- Investigating an alternate meeting room for Commission meetings as the Board Room isn't suitable due to physical distancing requirements and other meeting spaces at SEAPARC have sound issues
- Alternate areas for parking expansion
- Inquiries from the public regarding the use of SEAPARC arena as a respite from poor outdoor air quality due to wildfire smoke
- Ice rental costs during the pandemic

11. ADJOURNMENT

Moved by Director Tait, **Seconded** by Director Hicks,
That the meeting be adjourned at 2:18 pm.

CARRIED

Jim Perkins, Chair

Shannon Asdal, Recorder