



**Capital Regional District
Sooke & Electoral Area Parks and Recreation Commission
Minutes of a Regular meeting held Tuesday, October 13 at 3 pm
Held at Juan de Fuca Local Area Services Building, Otter Point, BC**

Present: Commissioners: A. Beddows (Chair), J. Perkins (Vice Chair), M. Hicks (Director),
D. Little (3:11 pm), M. Tait (Director)
Staff: S. Knoke, SEAPARC Manager; C. Høglund, Program Services Manager;
M. Medland, Senior Financial Advisor, CRD Financial Services; S. Asdal,
Recording Secretary
Absent: D. Bishop

1. Call to Order

Chair Beddows called the meeting to order at 3:01 pm.

2. Approval of Agenda

MOVED by Director Tait, **SECONDED** by Vice Chair Perkins, that the agenda be approved.
CARRIED

3. Adoption of Minutes of September 15, 2020

MOVED by Director Tait, **SECONDED** by Director Hicks,
That the minutes of the September 15, 2020 meeting be adopted.

CARRIED

4. Chair's Report: There was none.

5. Directors' Report

Director Tait reported that District of Sooke Council endorsed the *Sunriver Multi-Use Sport Box Project Report* without any changes to the recommendations.

6. Youth Member's Report

S. Knoke advised that two applications were received from Edward Milne Community School for the vacant youth member position. The Commission directed staff to confirm with Capital Regional District Legislative Services if there can be two positions on the Commission with just one member voting.

7. Presentations/Delegations: There were none.

Commissioner Little entered the meeting at 3:11 pm.

8. Commission Business

S. Knoke provided a PowerPoint presentation which included an overview of the 2021 service plan, a review of the 2020 budget and an overview of the 2021 budget.

a) 2019-2022 Recreation Service Planning Report

Discussion points included:

- Excellent work of staff in providing programs through challenging times
- Revenue and expenses of the pool

MOVED by Director Tait, **SECONDED** by Vice Chair Perkins,

That the Sooke Electoral Area Parks and Recreation Commission recommends to the CRD Board:

That the *Community Need 2021 Summary – Recreation* be approved as presented and advanced to the October 28, 2020 provisional budget review process.

CARRIED

b) 2021 Budget Review and Approval Process Report

Discussion points included:

- Rationale for replacement of the skate park
- Balance in capital reserve and equipment replacement funds

MOVED by Director Tait, **SECONDED** by Commissioner Little,

That the Sooke Electoral Area Parks and Recreation Commission recommends to the CRD Board:

That the attached 2021-2025 budget be approved as presented.

CARRIED

c) DeMamiel Creek Golf Course Closure – Verbal Report

S. Knoke advised that several requests have been received from the public to keep the course open. The Commission discussed 2019 use in October compared to 2020 and costs to extend the season.

MOVED by Vice Chair Perkins, **SECONDED** by Director Tait,

That the DeMamiel Creek Golf Course remain open until November 2, 2020 with the option to remain open until November 15 at the discretion of the SEAPARC Manager.

CARRIED

The Commission directed staff to display the information on the SEAPARC road sign.

9. New Business

a) Fundraiser Event Request – Harmony Project Organization

Chair Beddows advised that the Harmony Project organization has submitted a request to hold a drive-in movie fundraiser event for up to 50 vehicles in the SEAPARC parking lot on Saturday, October 31.

The Commission discussed the facility rental fee, facility access for attendees and organization of the parking lot.

10. Adjournment

MOVED by Director Tait, **SECONDED** by Vice Chair Perkins,
That the meeting be adjourned at 3:51 pm.

CARRIED

Al Beddows, Chair

Shannon Asdal, Recorder