



Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Meeting Minutes

Sooke and Electoral Area Parks and Recreation Commission

Tuesday, October 5, 2021

6:30 PM

SEAPARC Board Room
2168 Phillips Road,
Sooke, BC V9Z 0Y3

PRESENT:

A. Beddows (Chair), D. Bishop (Vice Chair), M. Tait (EP), J. Perkins (EP), D. Little (EP), M. Hicks (EP), D. Lajeunesse (EP)

Staff: K. Bryde, Senior Manager; M. Medland, Senior Financial Advisor; C. Hoglund, Manager, Program Services; N. Kerk-Hecker (Recorder)

EP – Electronic Participation

The meeting was called to order at 6:36 pm

1. APPROVAL OF THE AGENDA

MOVED by Commissioner Tait, SECONDED by Vice-Chair Bishop
That the agenda be approved with the amendment of:
- Item 5.2 to be presented at the beginning of the meeting before Item 3.
CARRIED

2. ADOPTION OF MINUTES

- 2.1. Minutes of the September 7, 2021 Sooke Electoral Area Parks and Recreation Commission

MOVED by Commissioner Hicks, SECONDED by Commissioner Tait
That the minutes of the Sooke Electoral Area Parks and Recreation Commission meeting of September 7, 2021 be adopted as circulated.
CARRIED

5. COMMISSION BUSINESS

- 5.2. 2022-2026 Budget Review and Approval Process

K. Bryde provided an overview of the report including a PowerPoint presentation on the 2022 budget.

Discussion ensued regarding:

- Capital Reserve Fund
- Facility Rental Revenue
- Requisition (2022 & 2023)
- Planned Capital Expenditures
- Maintenance budget

- Populations estimates
- COVID-19 effects on budgeting
- Asset profile listing of Tennis courts (Port Renfrew) as part of SEAPARC, will be amended as part of Juan de Fuca and no longer part of SEAPARC.

MOVED by Commissioner Tait, SECONDED by Vice-Chair Bishop

The Sooke Electoral Area Parks and Recreation Commission recommends to the Capital Regional District Board:

**That the attached 2022-2026 Budget be approved as presented.
CARRIED**

3. CHAIR'S REMARKS

The Chair mentioned the COVID-19 Pandemic situation and its effect on the public.

4. PRESENTATIONS/DELEGATIONS:

There were no presentations or delegations.

5. COMMISSION BUSINESS

5.1. 2022 Service Planning – Recreation

K. Bryde provided an overview of the report.

Discussion ensued regarding:

- Emerging recreational trends
- COVID-19 Pandemic effects on recreation
- Recruitment of Aquatic Staff

**MOVED by Commissioner Tait, SECONDED by Commissioner Perkins,
The Sooke & Electoral Area Parks & Recreation Commission recommends the
Committee of the Whole recommend to the Capital Regional District Board:**

**That the *Appendix A, Community Need Summary – Recreation* be approved as
presented and form the basis of the 2022-2026 Financial Plan.
CARRIED**

Commissioner Little joined the meeting at 7:17 pm.

5.3. Programs and Services Update

K. Bryde provided an overview of the report.

Discussion ensued regarding:

- Thrup Road construction
- Parking options
- Gym access (24HR)

**MOVED by Vice Chair Bishop, SECONDED by Commissioner Little,
That the Sooke and Electoral Area Parks and Recreation Commission receive this
report for information.
CARRIED**

6. NEW BUSINESS:

Business case to be conducted regarding feasibility of operating the gym as a 24 hours facility.

7. ADJOURNMENT

MOVED by Vice Chair Bishop, **SECONDED** by Commissioner Tait,

That the October 5, 2021 meeting of the Sooke and Electoral Area Parks and Recreation Commission be adjourned at 7:38pm.

CARRIED

CHAIR

CERTIFIED CORRECT:

RECORDER