



# Capital Regional District

625 Fisgard St.,  
Victoria, BC V8W 1R7

## Notice of Meeting and Meeting Agenda Sooke and Electoral Area Parks and Recreation Commission

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Tuesday, December 7 2021

6:30 PM

SEAPARC Multi Purpose Room  
2168 Phillips Road,  
Sooke, BC V9Z 0Y3

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

The Capital Regional District strives to be a place where inclusion is paramount and all people are treated with dignity. We pledge to make our meetings a place where all feel welcome and respected.

### 1. Territorial Acknowledge

### 2. Approval of Agenda

### 3. Adoption of Minutes of November 2, 2021

#### 3.1 Minutes of the November 2, 2021 Sooke and Electoral Area Parks and Recreation Commission

Recommendation: That the minutes of the Sooke and Electoral Area Parks and Recreation Commission of November 2, 2021 be adopted as circulated.

Attachments: Minutes – November 2, 2021

### 4. Chair's Remarks

### 5. Youth Member Report

### 6. Commission Business

#### 6.1 Programs and Services Update Report

Recommendation: That the Sooke and Electoral Area Parks and Recreation Commission receive this report for information.

Attachments: Staff Report: Programs and Services Update

#### 6.2 Enabling Accessibility Fund Report

Recommendation: That the Sooke and Electoral Area Parks and Recreation Commission receive this report for information.

Attachments: Staff Report: Enabling Accessibility Fund

### 6.3 2022 Commission Meeting Schedule

Recommendation: That the Sooke and Electoral Area Parks and Recreation Commission implement the 2022 Commission Meeting Schedule as presented.

Attachments: 2022 Commission Meeting Schedule

### 6.4 Correspondence – Sooke Appointments

Recommendation: That the Sooke and Electoral Area Parks and Recreation Commission receive this report for information.

Attachments: Correspondence: District of Sooke Commission Appointments

### 6.5 Juan de Fuca Electoral Area Appointments

### 6.6 Correspondence – Sun River Estates and Rivers Edge Community Associations

Recommendation: That the Sooke and Electoral Area Parks and Recreation Commission receive this report for information.

Attachments: Correspondence: Sun River Estates and Rivers Edge Community Associations

### 6.7 Pool Chlorination System Replacement

Recommendation: That the Sooke and Electoral Area Parks and Recreation Commission recommend to the Capital Regional District Board that SEAPARC reallocates the unspent balance from the Fitness and Gym Expansion Project of a maximum of \$190,000.00 to replace the pool chlorination system.

Attachments: SEAPARC Pool Chlorination System Replacement

## 7. New Business

### 7.1 Planning Workshop for 2022

## 8. Adjournment

The next meeting is January 4, 2022

To ensure quorum, please advise Megan MacKeigan at [mmackeigan@crd.bc.ca](mailto:mmackeigan@crd.bc.ca) if you cannot attend.



## Capital Regional District

625 Fisgard St.,  
Victoria, BC V8W 1R7

### Meeting Minutes

## Sooke and Electoral Area Parks and Recreation Commission

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Tuesday, November 2, 2021

6:30 PM

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

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#### Present in Board Room:

**Commissioners:** D. Bishop (Vice Chair), D. Little

**Staff:** K. Bryde, Senior Manager; C. Hogle, Manager, Program Services;  
M. MacKeigan, Administrative Secretary (Recorder)

**Public:** L. Hodge

#### Present Electronically:

**Commissioners:** M. Tait, J. Perkins, M. Hicks, D. Lajeunesse

**Absent:** A. Beddows (Chair)

Vice Chair Bishop called the meeting to order at 6:35 pm.

#### 1. TERRITORIAL ACKNOWLEDGE

#### 2. APPROVAL OF THE AGENDA

**MOVED** by Commissioner Hicks, **SECONDED** by Commissioner Little  
That the agenda be amended as follows:  
New item 6.1 Youth Member

**CARRIED**

#### 3. ADOPTION OF MINUTES

Minutes of the October 5, 2021 Sooke and Electoral Area Parks and Recreation  
Commission

**MOVED** by Commissioner Hicks, **SECONDED** by Commissioner Little,  
That the minutes of the Sooke Electoral Area Parks and Recreation Commission meeting of  
October 5, 2021 be amended as follows:  
5.2 Tennis courts (Port Renfrew)

**CARRIED**

#### 4. CHAIR'S REMARKS

#### 5. PRESENTATIONS/DELEGATIONS

There were no presentation or delegations.

#### 6. COMMISSION BUSINESS

6.1. Introduction of Youth Member – Luca Hodge

**6.2. Programs and Services Update**

K. Bryde provided an overview of the report. The commission discussed the following topics:

- Acknowledging the increase of pool access for young children weekday mornings
- Staffing issues, lack of training/recertification opportunities over the past two years
- CRD vaccine mandate for all employees, volunteers and contractors

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

**CARRIED**

**6.3. Weight Room Update (verbal)**

K. Bryde provided a verbal report on 24 hour facility access for the weight room. In reviewing the strategic plan, the weight room is currently exceeding the lower end of the target attendance. Staff propose the development of a targeted marketing plan to increase gym use prior to developing a business case regarding the feasibility of operating the gym as a 24 hours facility.

**7. NEW BUSINESS:**

There was no new business.

**8. ADJOURNMENT**

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

That the November 2, 2021 meeting of the Sooke and Electoral Area Parks and Recreation Commission be adjourned at 7:02pm.

**CARRIED**

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CHAIR

\_\_\_\_\_

RECORDER



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## REPORT TO SOOKE ELECTORAL AREA PARKS AND RECREATION COMMISSION MEETING OF TUESDAY, DECEMBER 07, 2021

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**SUBJECT**     Programs and Services Update

### **ISSUE SUMMARY**

To provide the Commission with an update on SEAPARC programs and services.

### **BACKGROUND**

The COVID-19 pandemic continues to evolve with new orders being issued that effect operations, patrons and user groups of SEAPARC. Patrons are experiencing amplified frustrations due to the perception of a lack of logical implementation and the growing restrictions to activities and programs. Staff continue to provide updates to patrons and user groups that follow the guidelines set forth from the Provincial Health Office.

Staff shortages in multiple positions has effected some programs and operations. We continue to actively recruit.

#### **Aquatics**

The current pool schedule will be in effect for the remainder of 2021, with some adjustments during the Christmas break. Capacity limits have increased where possible. Swim lessons have been implemented successfully this fall, and staff have responded to the wait lists where possible.

The Pacific Coast Swimming Club is now renting lane space three times per week. They are actively recruiting new members.

#### **Community Recreation**

Community recreation programs continue to operate as scheduled. Some programs have been impacted due to staff shortages and reduced availability of contract instructors. The Licensed Preschool program has been canceled for the remainder of the 2021-2022 season.

#### **Fitness**

The weight room is experiencing steady usage and is expected to continue throughout the winter season. The weight room is meeting the low end of the target attendance range that was projected for prior to construction. Increasing the hours of operation of the weight room on the weekends may assist to increase attendance. Staff will monitor feedback and respond to public interest for access, where applicable.

#### **Arena**

The public skate drop-in activities are consistently full or close to capacity each week, including the Friday afternoon Youth Skate, Family & Friends Hockey, and the Tuesday evening public skate. Staff continue to adjust procedures to effectively manage traffic flow in this area, while ensuring the Provincial Health Order is followed. Staff have experienced some challenges with respect to PHO compliance in this area.

### **Golf Course**

The course closed on November 15, the course and facilities have been winterized, and will be checked on over the winter.

### **Sport Box Update**

The District of Sooke and SEAPARC have begun organizing the operational plan for the anticipated opening date in late spring 2022.

**Annual Ammonia Drill** The annual ammonia drill was completed on November 25 at 7:00pm which involved the Sooke Fire Department, staff, refrigeration contractor and resident notification. Residents are urged to sign up to receive alerts on the CRD's Public Alert Notification System via the Alertable app.

### **2022 Statutory Holidays and Closures**

Appendix A, lists the hours of operation and closures on statutory holidays in 2022. The changes for 2022 include being closed on Good Friday and Easter Sunday. This change is based on low attendance in previous years and the ability to relieve potential staffing pressures.

Other important dates to note for 2022 include:

- The last day for ice use will be March 20, 2022. The ice takes approximately one week to remove and be ready for dry floor programming.
- The anticipated Golf Course opening is March 25, 2022.
- The annual pool shutdown is scheduled for June 13-July 3, 2022.
- The schedule for installing the ice for the 2022-2023 season is dependent on the request from user groups that will take place at the ice allocation meeting that will occur in the spring.

## **IMPLICATIONS**

### *Social Implications*

The benefits of recreation are far reaching and are essential to a healthy community. Despite the reduction in services during the COVID-19 Pandemic, SEAPARC continues to provide and adapt programs and activities that provide participants opportunities to be active within their community.

### *Financial Implications*

The Provincial Health Order regulations that pose attendance limitations for programs and activities continues to have potential impact(s) on projected financials. Staff shortages have also impacted the ability to offer some services and programs. Staff continue to monitor and adapt services to ensure fiscal responsibility.

### *Service Delivery Implications*

Staff continue to adjust service delivery to meet Provincial Health Order restrictions. As the health orders change, staff adapt services accordingly to continue providing a safe, quality experience.

The CRD has implemented a vaccine mandate for all employees, volunteers and contractors effective December 13, 2021 to align corporate policy with the Provincial Health Officer orders to further protect staff and members of the public. The impacts of service delivery will be known closer to the effective date.

**CONCLUSION**

Staff continue to modify services to ensure operations are working within the current health restrictions and changing regulations to offer core program services throughout the pandemic. Services continue to adapt to meet the needs of the community, while operating safely.

**RECOMMENDATION**

That the Sooke and Electoral Area Parks and Recreation Commission receive this report for information.

Submitted by:	Colleen Hogg, Program Services Manager Kylah Bryde, Manager, SEAPARC Recreation Manager
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**Appendices**

**A: Statutory Holidays 2021-2022**

## SEAPARC Statutory Holidays

Holiday	2021	SEAPARC Drop In Pool & Weight Room	Times	Rentals	Times
Truth and Reconciliation	Thursday September 30	Closed	-	Available – Ice users only	12:00-6:00pm
Thanksgiving	Monday October 11	Closed	-	Available – Ice users only	12:00-6:00pm
Remembrance Day	Thursday November 11	Closed	-	Available – Ice users only	12:00-6:00pm
Christmas Eve	Friday December 24	Open	Closed at 2:30pm	Available – Ice users only	Closed at 2:30pm
Christmas Day	Saturday December 25	Closed	-	Closed	-
Boxing Day	Sunday December 26	Closed	-	Available – Ice users only	12:00-6:00pm
New Year's Eve	Friday December 31	Open	Closed at 2:30pm	Available – Ice users only	Closed at 2:30pm

Holiday	2022	SEAPARC Drop In Pool & Weight Room	Times	Rentals	Times
New Year's Day	Saturday January 1	Closed	-	Closed	-
Family Day	Monday February 21	Open	12:00-6:00pm	Available – Ice users only	12:00-6:00pm
Good Friday	Friday April 15	Closed	-	Closed	-
	Saturday April 16	Open	Regular Hours	Open	Regular Hours
Easter Sunday	Sunday April 17	Closed	-	Closed	-
Easter Monday	Monday April 18	Open	12:00-6:00pm	Available	12:00-6:00pm
Victoria Day	Monday May 23	Closed	-	Closed	-
Canada Day	Friday July 1	Closed	-	Closed	-
BC Day	Monday August 1	Closed	-	Available	12:00-6:00pm
Labour Day	Monday September 5	Closed	-	Closed	-
Truth and Reconciliation	Friday September 30	Open	12:00-6:00pm	Available – Ice users only	12:00-6:00pm
Thanksgiving	Monday October 10	Open	12:00-6:00pm	Available – Ice users only	12:00-6:00pm
Remembrance Day	Friday November 11	Open	12:00-6:00pm	Available – Ice users only	12:00-6:00pm
Christmas Eve	Saturday December 24	Open	Closed at 2:30pm	Available	Closed at 2:30pm
Christmas Day	Sunday December 25	Closed	-	Closed	-
Boxing Day	Monday December 26	Closed	-	Available – Ice users only	12:00-6:00pm
New Year's Eve	Saturday December 31	Open	Closed at 2:30pm	Available	Closed at 2:30pm
New Year's Day	Sunday January 1	Closed	-	Closed	-





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**REPORT TO SOOKE AND ELECTORAL AREA PARKS AND RECREATION COMMISSION  
MEETING OF TUESDAY, DECEMBER 07, 2021**

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**SUBJECT**    **Enabling Accessibility Fund – Small Projects Component**

**ISSUE SUMMARY**

To inform the Commission of the outcome of the Enabling Accessibility Fund (EAF) grant application.

**BACKGROUND**

In September 2021, Sooke and Electoral Area Parks and Recreation Commission (SEAPARC), in partnership with Panorama Recreation staff, were notified of their successful application to the EAF for \$100,000 to improve community accessibility at both facilities.

The EAF provides funding for eligible capital projects that increase accessibility for people with disabilities in Canadian communities and workplaces. It creates opportunities for participation in community activities and programs and services.

Utilizing the Rick Hanson Foundation score card for facility accessibility that was completed in 2019, staff were able to identify key priorities for accessibility upgrades. The approved upgrades to SEAPARC and Panorama include: accessible automatic doors, toilets, sinks, faucets, soap dispensers, braille signage, paper towel dispensers, emergency call buttons, mirrors and grab bars.

No matching funds are required. The proposed project start date is October 27, 2021, and the end date is October 26, 2023.

**IMPLICATIONS**

*Social Implications*

Infrastructure improvements including installation of automatic doors and enhancing washrooms to improve accessibility would significantly improve the ability for people of all abilities to attend recreation programs and services at SEAPARC facilities and would improve the feeling of belonging within their communities.

*Financial Implications*

The cost of the project is estimated at \$100,000 which is funded in part by the Government of Canada's EAF and does not require additional funding from the operating or capital budgets.

*Service Delivery Implications*

There are diverse populations attending SEAPARC facilities, including participants from group homes, community members requiring 1 on 1 support, sport organizations with varying abilities, community members with mobility challenges and instructors or staff with varying abilities. The

facility accessibility improvements will largely improve their experience accessing SEAPARC facilities, and in return, increase participation

**CONCLUSION**

SEAPARC and Panorama Recreation were successful in their application to the Enabling Accessibility Fund for \$100,000 to improve facility accessibility. Infrastructure improvements will positively impact a diverse range of users at SEAPARC and Panorama.

**RECOMMENDATION**

That the Sooke and Electoral Area Parks and Recreation Commission receive this report for information

Submitted by: Kylah Bryde, Manager, SEAPARC Recreation Manager
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**REPORT TO SOOKE ELECTORAL AREA PARKS AND RECREATION COMMISSION  
MEETING OF TUESDAY, DECEMBER 07, 2021**

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**SUBJECT 2022 Commission Meeting Schedule**

**ISSUE SUMMARY**

To set the Commission meeting dates for the 2022 calendar year.

**BACKGROUND**

Previously, the regular meetings of the Commission were scheduled for the first Tuesday of the month at 6:30pm. The meetings take place at SEAPARC and can be attended in person or virtually . Should the Commission choose to continue with the previously allocated monthly schedule, the following are the proposed meeting dates:

**2022 Commission Meeting Schedule**

January 4  
February 1  
March 1  
April 5  
May 3  
June 7  
July 5  
August 2 (Skip meeting)  
September 7  
October 5  
November 2  
December 7

**CONCLUSION**

Upon agreeance of the 2022 Commission Meeting schedule, the SEAPARC website and facility bulletin board will be updated and Commission members will receive invitation(s) via email with the virtual meeting links.

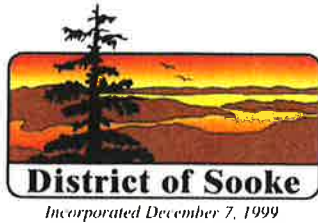
**RECOMMENDATION**

That the Sooke and Electoral Area Parks and Recreation Commission implement the 2022 Commission Meeting Schedule as presented.

*Alternate Recommendation*

That the Sooke and Electoral Area Parks and Recreation Commission implement the 2022 Meeting Schedule as amended.

Submitted by: Kylah Bryde, Manager, SEAPARC Recreation Manager
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2205 Otter Point Road, Sooke, British Columbia, Canada V9Z 1J2

Phone: 250-642-1634 • Fax: 250-642-0541 • Email: info@sooke.ca • Website: www.sooke.ca

File No. 0360-20

November 9, 2021

VIA EMAIL [mlagoa@crd.bc.ca](mailto:mlagoa@crd.bc.ca)

Marlene Lagoa  
CRD Legislative Services  
Capital Regional District  
625 Fisgard Street, PO Box 10000  
Victoria, BC V8W 2S6

Dear Ms. Lagoa

**Re: Sooke & Electoral Area Recreation Commission 2022 Appointments**

This letter is confirmation of the District of Sooke Council appointments to the Sooke & Electoral Area Recreation Commission. At the Regular Council held on November 8, 2021, Council endorsed the following resolution:

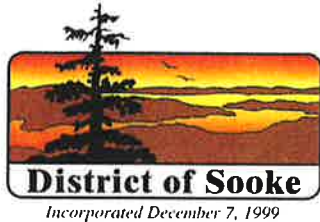
THAT Council appoint Councillor Al Beddows as Sooke's representative to the Sooke and Electoral Area Parks and Recreation Commission (SEAPARC) for a one-year term, commencing January 1, 2022, and expiring November 7, 2022; and

THAT Council appoint Councillor Dana Lajeunesse as Sooke's alternate representative to the Sooke and Electoral Area Parks and Recreation Commission (SEAPARC) for a one-year term, commencing January 1, 2022, and expiring November 7, 2022.

We trust you will find the above to be in order. However, should you have any questions please don't hesitate to contact myself by phone (250) 642-1634 or by email at [stemple@sooke.ca](mailto:stemple@sooke.ca).

Sincerely,

Sarah Temple  
Deputy Corporate Officer



2205 Otter Point Road, Sooke, British Columbia, Canada V9Z 1J2

Phone: 250-642-1634 • Fax: 250-642-0541 • Email: [info@sooke.ca](mailto:info@sooke.ca) • Website: [www.sooke.ca](http://www.sooke.ca)

File No. 0360-01

November 9, 2021

VIA EMAIL [mlagoa@crd.bc.ca](mailto:mlagoa@crd.bc.ca)

Marlene Lagoa  
Legislative Services  
Capital Regional District  
625 Fisgard Street, PO Box 1000  
Victoria, BC V8W 2S6

Dear Ms. Lagoa,

**Re: District of Sooke Resident Elector Appointments to  
Sooke & Electoral Area Recreation Commission (SEAPARC) for 2022**

This letter is to advise that at its November 8, 2021, Regular Council meeting, the District of Sooke Council passed the following resolution:

THAT Council recommend the appointment of **Jim Perkins** and **Dal Little** as District of Sooke Resident Elector representatives to the Sooke and Electoral Area Parks and Recreation Commission (SEAPARC) for a two-year term ending December 31, 2023.

We trust you will find the above to be in order, however if you have any questions, please do not hesitate to contact me at by phone (250) 642-1634 or by email at [stemple@sooke.ca](mailto:stemple@sooke.ca).

Sincerely,

Sarah Temple  
Deputy Corporate Officer



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## REPORT TO SOOKE ELECTORAL AREA PARKS AND RECREATION COMMISSION MEETING OF TUESDAY, DECEMBER 07, 2021

**SUBJECT**      **Correspondence: Letter Received from Sun River and River Edge Community Association**

### **ISSUE SUMMARY**

A letter addressed to the SEAPARC Commission was received by SEAPARC Leisure Complex on November 19, 2021. The letter did not contain a contact to provide a response. Staff have provided a report to address some of the highlighted points and provide further context to current operations to ensure accurate information is available.

### **BACKGROUND**

Appendix A: Letter received November 19, 2021 from Sun River and River Edge Community Association.

### **OPERATIONS**

Overall, it is important to note the other facilities that were provided in comparison to SEAPARC all vary in size, staff levels and staff capacity, which directly impacts the offering of activities, hours of operation and capacity limits. SEAPARC operates a streamlined staffing complement that currently does not have the ability to offer open registration and hours similar to other recreation centres in the region. SEAPARC has implemented procedures that take into consideration staffing constraints while offering fair and reasonable access for the community.

1. **COVID Restrictions:** SEAPARC and the CRD have followed the guidelines and orders set out by the Provincial Health Office since the start of the pandemic. The CRD, along with other recreation centres, adjusted operations in 2020 that impacted staff and the ability to offer a full slate of program services. Staffing challenges remain consistent today and are affecting patron capacity limits and hours of operations of the facility.
2. **Weight Room Hours:** The hours of operation are a priority to increase in 2022. Typically, the weight room hours align with pool hours and reception staff are required to be present. The letter brought to our attention that the website states reservation only. This was a past procedure and is no longer in effect for the weight room, arena or aqua fit. This has been updated to indicate that advanced reservation is recommended for select activities including the pool, arena and fitness, but not required. The weight room no longer requires advance reservation.
3. **Pool capacity limits:** The capacity limits that are currently in place are not due directly to COVID restrictions but is a by-product of the disruption the pandemic has caused the industry. Additional lifeguards were hired in the fall that allowed the capacity limits to be recently increased. Increasing the weekend pool hours is of extreme importance however remains limited due to staffing availability. We continue to actively recruit and provide

training for those interested in becoming future lifeguards. The current procedure takes into account two components;

- a) A method to monitor numbers and ensure the safety of patrons and maintain a safe lifeguard to patron ratio, and
- b) The swim time slots help ensure that community members have fair access to the facility and are able to provide access for a larger quantity of patrons per day. As staffing shortages are mitigated, this procedure will be amended.

Advance reservation allows patrons to secure their swim spot, however is not required. This means that while patrons can simply drop-in to attend at the time of the swim, a spot is not guaranteed. Patron feedback of this procedure is that the pre-paid/advanced reservation is appreciated for quick access to the swim time slot.

The following are examples of advance registration available on the website as the morning of Friday, November 19 that have numerous spots available for the current day and weekend that can be occupied by either pre-registration or drop in swims.

Nov 19th		
05:00 pm - 06:30 pm	SEAPARC Leisure Complex	21 spots left <a href="#">Reserve</a>
\$0.00 - \$6.50		
<b>Everyone Welcome Swim</b>		
06:45 pm - 08:30 pm	SEAPARC Leisure Complex	17 spots left <a href="#">Reserve</a>
\$0.00 - \$6.50		
Nov 20th		
<b>Length and Leisure Swim</b>		
08:00 am - 09:00 am	SEAPARC Leisure Complex	35 spots left <a href="#">Reserve</a>
\$0.00 - \$6.50		
<b>Everyone Welcome Swim</b>		
11:45 am - 01:00 pm	SEAPARC Leisure Complex	40 spots left <a href="#">Reserve</a>
\$0.00 - \$6.50		
<b>Everyone Welcome Swim</b>		
01:15 pm - 02:30 pm	SEAPARC Leisure Complex	46 spots left <a href="#">Reserve</a>
\$0.00 - \$6.50		

Nov 21st		
<b>Length and Leisure Swim</b> ⊕ 08:00 am - 09:00 am \$0.00 - \$6.50	SEAPARC Leisure Complex	32 spots left <a href="#">Reserve</a>
<b>Everyone Welcome Swim</b> ⊕ 09:15 am - 11:00 am \$0.00 - \$6.50	SEAPARC Leisure Complex	49 spots left <a href="#">Reserve</a>
<b>Everyone Welcome Swim</b> ⊕ 11:15 am - 01:00 pm \$0.00 - \$6.50	SEAPARC Leisure Complex	57 spots left <a href="#">Reserve</a>

4. Pass per visit was a recent topic for discussion at the last staff meeting that was agreed that a transaction should be per visit not per activity. This procedure was previously implemented to manage capacity and required health checks. The scheduling software is currently being updated to permit accurate statistics are retained and patrons not incur an additional charge.

The intention is not to create obstacles to visit the facility. The intent is for SEAPARC to set realistic parameters based on current situations and ensure SEAPARC has the ability to follow through on the scheduled activities.

### **CONCLUSION**

SEAPARC will continue to review procedures and adapt to the orders issued by the Provincial Health Office and work through universal staffing shortages. In these unprecedented times, it is SEAPARC's goal to offer diverse and fair access of recreational activities to the community it serves.

### **RECOMMENDATION**

That the Sooke and Electoral Area Parks and Recreation Commission received November 19, 2021 letter and staff response for information.

Submitted by: Kylah Bryde, Manager, SEAPARC Recreation Manager
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### **APPENDIX**

Appendix A: Letter received November 19, 2021 from Sun River and River Edge Community Association Page 1 and Page 2



**RESTRUCTURE OF THE CAPITAL REGIONAL DISTRICT (CRD) SEAPARC RECREATION CENTRE -  
TO A DISTRICT OF SOOKE OWNED/OPERATED/CONTROLLED FACILITY FOR THE COMMUNITY OF SOOKE**

**Dear Mayor of Sooke Maja Tait, and the Sooke Electoral Area Parks & Recreation Commission (SEAPARC),**

It is with heavy heart that many of us in the Community of Sooke CANNOT use our local SEAPARC Recreation Centre, and are having to drive into Colwood, Esquimalt, Saanich, Victoria, and other communities in Southern Vancouver Island, to enjoy swimming with our family and facility access to Strength Training & Cardio Equipment that is not being offered to us in our own community on a consistent and broad spectrum of hours.

Many of us who are within walking distance of the SEAPARC Recreation Centre from Sun River Estates & Rivers Edge Community are fed up and sick of the mismanagement and excuses coming from the SEAPARC Management about COVID 19. Many of the staff who currently work there, and those who have left, have told many of us, that the Capital Regional District (CRD) are operating it like their **Cash Cow For Profit Slush Fund**, at the expense of the Community of Sooke. The last Manager of the facility left to go to the City of Esquimalt, because of the nonsense and politics from CRD, because most of the profits are going to their CRD Headquarters executives and employees, and NOT into the local Community of Sooke. It is well known fact amongst the tens of thousands of BC Government employees, and Municipal employees across B.C. that Dr. Bonnie Henry NEVER closed down the Fitness Facilities or Pools in our Province EVER for the Cold Virus. Fitness Facilities, both Public and Private closed them all down because of what they were watching on the Television Fake News Media, and Social Media sites. They all closed down because of the fear mongering panic the fake news media was pushing to the public. The virus that causes the disease COVID 19 is **Severe Acute Respiratory Syndrome Coronavirus 2** or SARS-CoV-2. It is a Respiratory Cold Virus variant from the 2003 SARS (Severe Acute Respiratory Syndrome) Cold Virus. Tens of thousands of Lifeguards across BC were left unemployed, as well as tens of thousands of Fitness Facility Instructors and Staff for a Cold Virus! We have a Community Pool closing at **1 PM on a Sunday** reserved for a small group of people with a 90 minute time slot booking system, for no reason at all!

***There was never a province-wide order to shut down gyms, and pools, but some regions did issue orders until the end of May.*** *Dr. Bonnie Henry CBC 12 May 2020*

<https://www.cbc.ca/news/canada/british-columbia/b-c-gym-fitness-restarting-1.5565580>

Below is an example of the some of the very extensive hours of operation that are being enjoyed by residents of Vancouver Island Communities by all other Recreation Centres. CRD & SEAPARC are running very limited **banking hours**. Even the CRD Panorama Recreation Centre in Saanich is operating more hours and providing 100% access to the facility, than SEAPARC is. It is very unfair and **<Double Dipping Price Gouging>** us in Sooke, to charge a person once to use the Weight Room, and again charging them to use the Aquatic Centre. No facility in Canada would ever prevent a Spin Class or Yoga Class participant from doing a class, and then going for a Swim and/or Steam Room/Sauna/Hot Tub after. Please see a comparison live from the current Southern Vancouver Island Facilities and SEAPARC in comparison. Today, the Weight Room on a Sunday (14 November 2021) closed at 2:15 PM, and none of the Swimming Pool slots were available for **<Booking>**, it is awful, and we tried to book on Saturday 13 November 2021. Our family ended up going to the Juan De Fuca Westshore Parks and Recreation on Saturday night, no booking required, and then went to Panorama Recreation Centre in the Sunday afternoon to swim and have fun, **no problems, no bookings, no hassle!**

**Mayor Tait, and the Sooke Electoral Area Parks & Recreation Commission (SEAPARC),** before the next Municipal Elections are called, we need some of you to open up your eyes, and start to take more assertive action and leadership in our community. We should not be dictated how and when we use our local Fitness Facilities and Pool by a bunch of high paid Executives from the CRD Headquarters in Downtown Victoria.

**Sun River Estates and Rivers Edge Community Associations**

## Facility Hours

### Panorama Recreation Centre

Weight Room & Reception  
Pool

Monday - Thursday	6am - 9:30pm	4am - 5pm
Friday	6am - 9:30pm	6am - 9pm
Saturday / Sunday	7am - 9:30pm	7am - 9pm

Nov 14th

Weight Room \*Reserve online or Drop-in

Reserve

08:00 am - 02:15 pm

Everyone Welcome Swim

Waitlist

09:15 am - 11:00 am

Everyone Welcome Swim

Waitlist

12:15 pm - 02:00 pm



Monday - Thursday

Friday

Saturday-Sunday

6:00AM - 10:00PM

6:00AM - 10:00PM

7:00AM - 8:00PM

### Esquimalt Recreation Centre hours of operation

- Facility & reception: Monday - Sunday 9:30 am - 10:30 pm
- Gym: Monday - Sunday 9:30 am - 10:30 pm
- Aquatics Facility: Monday/Wednesday/Friday 9:30 am - 10:30 pm
  - Tuesday & Thursday 9:30 am - 9:00 pm
  - Saturday 9:30 am - 7:00 pm
  - Sunday 9:30 am - 10:30 pm



**REPORT TO SOOKE & ELECTORAL AREA PARKS & RECREATION COMMISSION  
MEETING OF TUESDAY, DECEMBER 7, 2021**

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**SUBJECT**     **SEAPARC Pool Chlorination System Replacement**

**ISSUE**

To inform the Commission of recent mechanical failure of the pool chlorination system and to seek a recommendation for approval of reallocation of unused capital funds.

**BACKGROUND**

On November 15, 2021, SEAPARC experienced a power outage. As a result, the pool chlorination system controller (Aqua Trac) experienced a mechanical failure, causing the hot tub to be out of operation. The Aqua Trac equipment controls the programming for the chemicals to be automatically monitored and deposited into the three pools (lap, leisure and hot tub). The manufacturer of the controller is no longer in business, making re-programming and/or replacement parts nonexistent.

The lap and leisure pools are currently on manual override, with staff manually checking and correcting chemical levels. However, due to the fluctuation of bather loads in the hot tub, it cannot be put into manual override to effectively ensure the appropriate chemical levels that are required by the Health Act.

The failure of the controller and resuming operation of the hot tub is the immediate emergency issue. However, putting a new controller into a system that is 20+ years old and has been experiencing issues over the past several years will not guarantee that the system will operate successfully. There have been significant challenges experienced with the inability to replace the lectranators for the individual pools with 'like-for-like' parts. The current system's lifespan has been overextended.

For example, the hot tub was currently running on two lectronators at 100%. The system is built to optimally operate with seven. Operating at 100% capacity puts strain on the equipment and can burn out the cells prematurely. The current cells are a combination of original construction, with some that were purchased used from another recreation centre. New generation cells are more efficient and typically run hotter than older cells, making the equipment run more efficiently. It would be practical to keep as spares and dispose of the original cells.

**ALTERNATIVES**

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

*Alternative 1*

That the five-year capital plan be amended to reallocate the unspent balance from the Fitness and Gym Expansion Project, combined with project number 22-04 – Pool Lectranator System –

identified in the 2022 capital budget, to replace the complete pool chlorination system, to a maximum of \$215,000.00.

#### *Alternative 2*

That the five-year capital plan be amended to reallocate the unspent balance from the Fitness and Gym Expansion Project to repair the critical components to resume operation of the hot tub chlorination system, to a maximum of \$50,000.00.

### **FINANCIAL IMPLICATIONS**

The capital budget has an unspent balance from the Fitness and Gym Expansion project of \$190,000 that was intended to be reallocated to capital reserves fund. In addition, the 2022 capital budget project number 22-04 contains \$25,000 for the Pool Lectranator System, so combining these funds would be sufficient to fund this project.

The CRD will submit an insurance claim for the damages caused directly to the equipment malfunction due to the power outage.

### **OPERTATIONAL IMPLICATIONS**

A replacement to the entire pool chlorination system is required, whether the project is completed in phases or completed at one time, and will require amendments to the five-year capital plan.

In order to resume immediate operations of the hot tub, the cost is expected to be \$50,000. Within this repair, the lap and leisure pool could also be returned to an automated chlorination system, if a multi-controller is able to be sourced and installed. The replacement of a multi-controller does not guarantee that the subsidiary parts will continue to remain operational, as the pool system is beyond its life expectancy and at risk for further service interruption. The manual override poses potential risk to staff and patrons, as it requires continuous monitoring and manual chemical adjustments.

Completing the replacement in one phase may take up to eight weeks for shipping, plus the additional time to comply with the procurement policy. Replacing the complete pool chlorination system would reduce the risk of potential equipment failures, resulting in service disruptions. There would be cost savings to replacing the entire system at one time with the elimination of duplicate components, such as electrical, power supply, plumbing and labour costs.

Both recommendations require an upgrade to the power panel, surge protection and adherence to a preventative maintenance program to allocate ongoing funding to replace components and protect the asset.

### **CONCLUSION**

The SEAPARC pool chlorination system requires replacement for the pool to operate in a safe and efficient manner. Amending the Capital Plan will permit the system to be replaced with new components that will ensure the pools are working efficiently and the asset remains protected.

**RECOMMENDATION**

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

That the five-year capital plan be amended to reallocate the unspent balance from the Fitness and Gym Expansion Project, combined with project number 22-04 – Pool Lectranator System – identified in the 2022 capital budget, to replace the complete pool chlorination system, to a maximum of \$215,000.00.

Submitted by:	Kylah Bryde, Manager, SEAPARC Leisure Complex
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Concurrence:	Robert Lapham, MCIP, RPP, Chief Administrative Officer