



Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Meeting Minutes

Sooke and Electoral Area Parks and Recreation Commission

Tuesday, December 7, 2021

6:30 PM

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

Present in Board Room:

Commissioners: A. Beddows (Chair), D. Bishop (Vice-Chair), D. Little, L. Hodge

Staff: K. Bryde, Senior Manager; C. Hoglund, Manager, Program Services; Jim Govan, Facility Maintenance Supervisor; M. MacKeigan, Administrative Secretary (Recorder)

Present Electronically:

Commissioners: M. Tait, J. Perkins, M. Hicks

Chair Beddows called the meeting to order at 6:31 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

2. APPROVAL OF THE AGENDA

MOVED by Vice-Chair Bishop, **SECONDED** by Commissioner Little.

CARRIED

3. ADOPTION OF MINUTES

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

MOVED by Commissioner Tait, **SECONDED** by Commissioner Little,
That the minutes of the Sooke Electoral Area Parks and Recreation Commission meeting of November 2, 2021 be adopted as circulated.

CARRIED

4. CHAIR'S REMARKS

5. PRESENTATIONS/DELEGATIONS

There were no presentation or delegations.

6. YOUTH MEMBER REPORT

Commissioner Hodge brought forward three ideas to connect SEAPARC with the students of Edward Milne Community School (EMCS)

- Survey students at EMCS to gather feedback on the wants and needs of students in relation to SEAPARC.
- Promote EMCS led community events through posters at SEAPARC and the SEAPARC Facebook page.
- Promote SEAPARC lifeguard training opportunities at EMCS

MOTION to support the development of a student survey with staff's assistance.

MOVED by Commissioner Little, **SECONDED** by Vice-Chair Bishop
That Commissioner Hodge develop and conduct a student survey, with the support of staff.

CARRIED

7. COMMISSION BUSINESS

MOTION to amend the approved agenda.

MOVED by Chair Beddows, **SECONDED** by Commissioner Perkins,
That the agenda be amended as follows:
New item 6.8 Correspondence – Sooke Fine Arts Society
New item 6.9 Island Health Vaccination Clinic

CARRIED

7.1. Programs and Services Update

C. Hoglund provided an overview of the report. The commission discussed the following topics:

- Acknowledging the hard work of staff in continuing to offer programs and services to the community.
- The financial implications of cancelling the Licensed Preschool for the 2021/2022 School Year.

7.2. Enabling Accessibility Fund Report

K. Bryde provided an overview of the report.

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

CARRIED

7.3. 2022 Commission Meeting Schedule

MOVED by Vice-Chair Bishop, **SECONDED** by Commissioner Little,
That the Sooke and Electoral Area Parks and Recreation Commission implement the 2022 Commission Meeting Schedule as presented.

CARRIED

7.4. Correspondence – Sooke Appointments

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

CARRIED

7.5. Juan de Fuca Electoral Area Appointments

K. Bryde notified the commission of the current term for the Juan de Fuca Electoral Area appointment ends December 31, 2021.

7.6. Correspondence – Sunriver Estates and Rivers Edge Community Associations

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

- Letters received without a name should not be considered.
- Staff are working hard to adapt and offer services throughout the pandemic limitations.

MOTION to leave it up to staff to determine when correspondence is brought to the commission.

MOVED by Chair Beddows, **SECONDED** by Commissioner Little,
That the Sooke and Electoral Area Parks and Recreation Commission allow staff to determine when correspondence is brought forward to the commission.

CARRIED

7.8. Correspondence – Sooke Fine Arts Society

K. Bryde provided an overview of the letter, informing SEAPARC of the return of the Sooke Fine Arts Show for 2022.

7.9. Pool Chlorination System Replacement

K. Bryde provided an overview of the report. J. Govan provided additional technical details of the pool chlorination system. The commission discussed the following topics:

- Pool safety for staff and patrons with continuing manual monitoring and adjustments of pool chemicals.
- Communication of the continued closure of the hot tub to the patrons.
- The replacement of an aging system, repair it once, correctly.
- To include the purchase of a backup power cell
- The installation of a backup generator for the pool control centre in the future.

MOTION 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 in the 2022 capital budget, in order to replace the complete pool chlorination system of \$215,000.00.

AND FURTHER TO THAT, to include the purchase of an additional backup power supply in the amount of \$15,000.00 from the capital reserve fund and amend the five year capital budget plan by \$15,000.00 to a total amount of \$230,000.00.

MOVED by Commissioner Little, **SECONDED** by Vice-Chair Bishop,
That the Sooke and Electoral Area Parks and Recreation Commission approve \$230,000 to complete a comprehensive repair of the Pool Chlorination System and a backup power cell.

CARRIED

7.10. Island Health Vaccination Clinic

K. Bryde provided a verbal report, Island Health is requesting the use of the multipurpose room for a Vaccination Clinic for the period of January to May 2022. The commission discussed the following topics:

- The initial agreement in 2021, for the period of March to September, occurred under the Emergency Order and indoor fitness classes were not permitted as per the Provincial Health Order.
- Community programming is increasing at this time.
- Rental rates for the multipurpose room to be considered: fees and charges room rate, reimbursement for rental of community space, or another rate to be determined.

MOTION for staff to negotiate a fee and charges rate for the use of the facility for a vaccination clinic and report back to the Chair, the chair will update all commissioners.

MOVED by Chair Beddows, **SECONDED** by Commissioner Hicks,
That the Sooke and Electoral Area Parks and Recreation Commission recommend staff negotiate a fees and charges with Island Health and report back to the Chair.

CARRIED

7. NEW BUSINESS:

7.1. Planning Workshop for 2022

K. Bryde discussed offering a planning working shop in early 2022, reviewing the 2015 Strategic Plan, accomplishments and allocations for the upcoming years, and seeking informal feedback on capital projects and budget for 2023.

8. ADJOURNMENT

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

That the December 7, 2021 meeting of the Sooke and Electoral Area Parks and Recreation Commission be adjourned at 8:16pm.

CARRIED

CHAIR

RECORDER