



Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

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

Tuesday, February 1, 2022

6:30 PM

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

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

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 Acknowledgement

2. Approval of Agenda

3. Adoption of Minutes of January 4, 2022

3.1 Minutes of the January 4, 2022 Sooke and Electoral Area Parks and Recreation Commission

Recommendation: That the minutes of the Sooke and Electoral Area Parks and Recreation Commission of January 4, 2022 be adopted as circulated.

Attachments: Minutes: January 4, 2022

4. Report of the Chair

5. Youth Member Report

6. Presentations/Delegations

7. Commission Business

7.1 Programs Services, Administration and Operations Update

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

Attachments: Staff Report: Programs Services, Administration and Operations Update

8. New Business

9. Adjournment

The next meeting is March 1, 2022

To ensure quorum, please advise Megan MacKeigan at 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

Tuesday, January 4, 2021

6:30 PM

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

Present in Board Room:

Commissioners: A. Beddows (Chair), L. Hodge, M. Tait,
Staff: K. Bryde, Senior Manager; M. MacKeigan, Administrative Secretary
(Recorder)

Present Electronically:

Commissioners: M. Hicks, D. Little,
Staff: C. Hogle, Manager, Program Services

Regrets: D. Bishop (Vice-Chair), J. Perkins

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

1. TERRITORIAL ACKNOWLEDGEMENT

2. ELECTION OF THE CHAIR

The Chair called for nominations for the position of Chair of the Sooke and Electoral Area Parks and Recreation Commission for 2022. Commissioner Beddows was nominated and accepted his nomination. The Chair called two times for further nominations and, as there was none, Commissioner Beddows was declared Chair by acclamation.

3. ELECTION OF THE VICE-CHAIR

The Chair called for nominations for the position of Vice-Chair of the Sooke and Electoral Area Parks and Recreation Commission for 2022. Commissioner Bishop was nominated. Commissioner Bishop previously stated to Commissioner Hicks that if elected he will serve. The Chair called two times for further nominations and, as there was none, Commissioner Bishop was declared Vice Chair by acclamation.

4. APPROVAL OF THE AGENDA

MOVED by Commissioner Tait, **SECONDED** by Commissioner Little.
That the agenda be amended as follows:
New item 10.1 New Business

CARRIED

5. ADOPTION OF MINUTES

Minutes of the December 7, 2021 Sooke and Electoral Area Parks and Recreation Commission

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

CARRIED

6. CHAIR'S REMARKS

Chair Beddows commented on the continued efforts of staff, appreciating the ongoing work during these difficult times, to provide programs and services to the community.

7. YOUTH MEMBER REPORT

Commissioner Hodge provided an update on three methods to connect SEAPARC with the students of Edward Milne Community School (EMCS)

- Survey Update: in processes of developing a peer survey, with an online option via Google Forms and in person with Commissioner Hodge.
- The promotion of the SEAPARC Lifeguarding programs and EMCS play are delayed due to the extended winter break.

8. PRESENTATIONS/DELEGATIONS

8.1 Commission Orientation

K. Bryde provided an overview of the Commission Orientation PowerPoint presentation.

The commission discussed the following topics:

- Development of a playground and/or splash pad at SEAPARC as indicated in the 2015 Strategic Plan.

9. COMMISSION BUSINESS

9.1. Programs Services, Administration and Operations Update

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

- The Sooke Fine Arts Show 2022 and opportunities for youth involvement and promotion.

9.2. 2021 Financial Report - Verbal

K. Bryde provided a verbal report on the preliminary year end financials, with revenue higher than forecasted and expenses lower than projected there is an anticipated surplus of approximately \$250,000 for 2021. The commission discussed the following topics:

- The potential financial impact in 2022 with the current Provincial Health Order closing the Weight Room and cancelling all fitness classes, capacity limits on other programs and services such as swimming and public skates.
- Opportunity to provide school age programming in the evenings, few program options currently available after 5:00pm for working families.

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

CARRIED

10. NEW BUSINESS:

10.1. Community Member Recognition

Commissioner Hicks shared the passing of a young community member who played
hockey for many years at SEAPARC and requested a message offering our
condolences to family and friends on the SEAPARC digital road sign.

11. ADJOURNMENT:

MOVED by Commissioner Tait, **SECONDED** by Commissioner Hicks,

That the January 4, 2022 meeting of the Sooke and Electoral Area Parks and Recreation
Commission be adjourned at 7:11pm.

CARRIED

CHAIR

RECORDER



Making a difference...together

REPORT TO SOOKE AND ELECTORAL AREA PARKS AND RECREATION COMMISSION MEETING OF TUESDAY, FEBRUARY 01, 2022

SUBJECT **Programs Services, Administration and Operations Update**

ISSUE SUMMARY

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

BACKGROUND

PROGRAM SERVICES

The past month has brought challenges with additional pandemic orders resulting in capacity limits and partial facility closures implemented by the PHO, and as anticipated the Omicron variant brought a rise in staff illness that impacted programs and operations. Staff continue to adapt and modify schedules to mitigate the impact of services for the public.

SD62 postponed all indoor user group and community usage until January 31, in an effort to keep schools operational to support student learning. The current increase of sickness and absenteeism in the schools, the possibility of functional closures due to District wide staffing shortages, and the added pressure placed on the custodial team to maintain enhanced cleaning requirements are all contributing factors leading to this decision made by District Leadership. Staff are in regular contact with the school district to keep apprised of any changes.

Family Day is on Monday, February 21. SEAPARC will be open reduced hours for the pool, weight room, public skating and ice user groups. Staff applied for the BC Provincial Government Family Day Grant to support a free family skate.

Community Recreation and Arena Programs

Select Community Recreation programs including Pickleball, Engineering for Kids and Taekwondo are postponed until access is again permitted in the schools. There are no alternate locations for these programs to run at this time.

Weight Room and Fitness Programs

The weight room and fitness programs experienced a four-week closure and were permitted to reopen on January 20 with a capacity limitation of 7 square metres of useable floor space per patron to a maximum of 25 people per workout room/space and reserved time slots. The weight room hours of operation have been extended on the weekends.

Aquatics

The Canadian Red Cross announced it will no longer offer swim lessons in Canada, and will focus on humanitarian aid. SEAPARC will transition to the Lifesaving Society's Swim for Life program in 2023. Swim for Life was launched in 2002 in many parts of the country, and staff are confident this program will continue to meet the needs of our community. Over the next few months, steps will be taken to ensure a smooth transition for SEAPARC's lesson program.

ADMINISTRATION

Golf Course

The golf course is currently in seasonal closure. SEAPARC golf service levels will be reviewed for 2022. If schedule or fee changes are recommended, they will be presented to the Commission for consideration.

Bike Park

The bike park jumps are currently closed for seasonal repair and maintenance and will reopen in March when maintenance is complete and weather permits.

Sport Box

SEAPARC staff are currently working on operational plans to prepare for a spring 2022 opening.

OPERATIONS

VIHA Vaccination Clinic

The vaccination clinic resumed operations at SEAPARC on January 18, occupying the multi-purpose rooms. The clinic is open 11:30am- 6:10pm, Tuesday to Saturday.

Pool Chlorination System

Work continued with the consultant to certify the configuration and capacity of the new system. The tender for the new chlorination system is expected to be released February 1, 2022.

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 partial facility closures and 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.

CONCLUSION

SEAPARC continues to monitor and adjust operations in response to current health restrictions and changing regulations.

RECOMMENDATION

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

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