



Meeting Minutes

Sooke & Electoral Area Parks and Recreation Commission

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Tuesday, May 09, 2023

6:30 PM

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

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**Present:**

**Commissioners:** A. Beddows (Chair), D. Bishop (Vice-Chair), J. Perkins, M. Tait, A. Wickheim

**Staff:** M. Alsdorf, Senior Manager, SEAPARC; C. Hogg, Program Services Manager; M. MacKeigan, Administrative Secretary (Recorder)

**Absent:** D. Little

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

**1. TERRITORIAL ACKNOWLEDGEMENT**

**2. APPROVAL OF THE AGENDA**

**MOVED** by Commissioner Tait, **SECONDED** by Commissioner Perkins,

That the agenda for the May 9, 2023 session of the SEAPARC Commission be approved as circulated.

**CARRIED**

**3. ADOPTION OF MINUTES**

**MOVED** by Commissioner Tait, **SECONDED** by Commissioner Wickheim,

That the minutes of the Sooke & Electoral Area Parks and Recreation Commission meeting of April 13, 2023 be adopted as circulated.

**CARRIED**

**4. CHAIR'S REMARKS**

There was no report.

**5. Youth Report**

The request for a youth member representative was submitted to the school principal at Edward Milne Community School.

## 6. PRESENTATIONS/DELEGATIONS

### 6.1. Presentations

There were no presentations.

### 6.2. Delegations

There were no delegations.

## 7. COMMISSION BUSINESS

### 7.1. Fees and Charges Policy

M. Alsdorf provided an overview of the report. The commission discussed the following topics:

- Adjustment of market rate for a rural community

**MOVED** by Commissioner Tait, **SECONDED** by Commissioner Wickheim,

That the Sooke & Electoral Area Parks and Recreation Commission approve the revised Policy No. F-200.01 Fees and Charges.

**CARRIED**

### 7.2. Fees and Charges Bylaw

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

- Admission fee per activity or per visit
- Youth Pass rates, increased access with school proximity
- Prime Time Rate application for youth and adult user groups
- Stan Jones Field youth use, community use versus organized sport
- Pool bookings and lane rentals, access to hot tub and sauna

**MOVED** by Commissioner Wickheim, **SECONDED** by Commissioner Tait,

That the Sooke & Electoral Area Parks and Recreation Commission recommends to the Capital Regional District Board that the proposed fees and charges be approved for inclusion in the 2023-2024 Fees and Charges Bylaw for SEAPARC services.

**CARRIED**

### 7.3. 1<sup>st</sup> Quarter Financial Update

M. Alsdorf provided an overview of the report.

There is no recommendation. This report is for information only.

## 8. CORRESPONDENCE:

There was no correspondence.

**9. NOTICE(S) of MOTION:**

There were no notices of motion.

**10. NEW BUSINESS:**

The commission discussed the following:

- Status of the digital road sign, repairs or replacement
- Arena dry floor lines for lacrosse and other sports
- Sport Box exclusive use and communication to users of bookings
- Sport Box upgrades for flooring
- The District of Sooke improvements at Ravens Ridge Park are approved in the budget, work includes landscaping, trails, spectator seating, and basketball court. The engineering of Little River Crossing, connecting Poirier Elementary School to Sunriver Estates, is in progress.

**11. ADJOURNMENT:**

**MOVED** by Commissioner Tait, **SECONDED** by Commissioner Wickheim,

That the May 9, 2023 meeting of the Sooke & Electoral Area Parks and Recreation Commission be adjourned at 7:32pm.

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CHAIR

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RECORDER