



Meeting Minutes

Sooke & Electoral Area Parks and Recreation Commission

Tuesday, September 5, 2023

6:30 PM

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

Present:

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

Staff: M. Alsdorf, Manager, SEAPARC Recreation; C. Hoglund, Program Services Manager; M. MacKeigan, Administrative Secretary (Recorder)

Absent: A. Wickheim

Chair Beddows called the meeting to order at 6:30 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

2. APPROVAL OF THE AGENDA

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

That the agenda for the September 5, 2023 session of the SEAPARC Commission be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

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

That the minutes of the Sooke & Electoral Area Parks and Recreation Commission meeting of June 6, 2023 be adopted as circulated.

CARRIED

4. CHAIR'S REMARKS

There was no report.

5. PRESENTATIONS/DELEGATIONS

5.1. Presentations

There were no presentations.

5.2. Delegations

There were no delegations.

6. COMMISSION BUSINESS

6.1. Second Quarter Financial Report

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

- Recognition of staff for the regular updates on projects and challenges

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

6.2. 20-Year Capital Plan

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

- The costs listed account for inflation, contingency and project design
- New infrastructure will be included from the strategic plan
- This plan provides a good outline and reference document

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

6.3. Bylaw No. 2788 Update

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

- Term limits

6.4. Arena Chiller Project – Verbal Update

M. Alsdorf provided an overview of the chiller project, the updated timeline for ice making and the anticipated start date for ice users. The commission discussed the following topics:

- Ice building process and timeline

6.5. Skate Park – Verbal Update

M. Alsdorf provided an overview of the skate park project, preliminary discussion with two businesses on the options for repair or replacement, and approval from the SD62 school board to enter into negotiations for a long-term lease. The commission discussed the following topics:

- Option to relocate the skate park, safety concerns with proximity to the ball fields
- Community involvement in the building of a new skate park
- Role of CRD engineering department

6.6. Community Sport Program Development Fund – Verbal Update

C. Hoglund provided an overview of the grant, \$1500 towards Learn to Play Lacrosse Program and staff development. The commission discussed the following topics:

- No discussion.

7. CORRESPONDENCE:

There were no correspondence.

8. NOTICE(S) of MOTION:

There were no notices of motion.

9. NEW BUSINESS:

The commission discussed the following:

- Update from the District of Sooke: the CAO is scheduled to start mid October; strategic planning is scheduled for October; installation of 5 flashing light cross walks is scheduled including the crossing of Phillips rd to the SEAPARC driveway; a partnership between the District of Sooke and SD62 to encourage active transportation with walking school bus, including a stop at the SEAPARC trail to Journey Middle School; space planning for Raven's Ridge Park is underway with plans for a basketball court, picnic tables, landscaping and trees.
- Several issues were brought forward to commission members by members of the public: vending machines being out of stock and out of order, first base in Stan Jones Field being too high, one side of the road sign turned off, and gaps in the rink boards. Staff provided the following information:
 - Vending machines: Two machines were temporarily out of order while new parts were on order. All vending machines are in operation and restocked on a regular basis.
 - Stan Jones Field: Staff will follow up with the Facilities Operations Supervisor
 - Digital Road Sign: The Sooke side of the sign is no longer in operation after ongoing display issues and review of a specialized technician. Replacement of the road sign is planned as part of the 2024 capital plan. Location, size, and use of the sign requires approval by the Ministry of Highways and Infrastructure.
 - Rink Board Gaps: The facility maintenance team completes an inspection of the rinks boards during ice-in and throughout the season to eliminate gaps in the rink board.

10. ADJOURNMENT:

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

That the September 5, 2023 meeting of the Sooke & Electoral Area Parks and Recreation Commission be adjourned at 7:45 pm.

CHAIR

RECORDER