



**Meeting Minutes**

**Sooke & Electoral Area Parks and Recreation Commission**

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Tuesday, February 6, 2024

6:30 PM

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

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**Present:**

**Commissioners:** A. Beddows (Chair), D. Little (Vice Chair), N. Dowhy, M. Tait, J. Warner, A. Wickheim, N. Quint

**Staff:** M. Alsdorf, Manager, SEAPARC Recreation; C. Hoglund, Program Services Manager; N. Elliott, Manager Climate Action Programs; K. Hardy, Corporate Energy Specialist; M. MacKeigan, Administrative Secretary (Recorder)

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 February 6, 2024 session of the SEAPARC Commission be approved as circulated.

**CARRIED**

**3. ADOPTION OF MINUTES**

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

That the minutes of the Sooke & Electoral Area Parks and Recreation Commission meeting of January 2, 2024 be adopted as circulated.

**CARRIED**

**4. CHAIR'S REMARKS**

The chair welcomed and introduced the CRD staff presenting on CRD Climate Action Programs.

## 5. YOUTH REPORT

Commissioner Quint reported that a current topic of conversation among the students at Edward Milne Community School is the traffic congestion before and after school. This presents a challenge and safety concern for students as learners and new drivers.

## 6. PRESENTATIONS/DELEGATIONS

### 6.1. Presentations

6.1.1. Presentation: Nikki Elliott (Manager Climate Action Programs) and Keegan Hardy (Corporate Energy Specialist), CRD; Re: CRD Climate Action Programs

N. Elliott and K. Hardy spoke to item 6.1.1 and provided a PowerPoint presentation.

The commission discussed the following:

- Heat Recovery Project impact on service delivery
- Solar collection
- Cold capture
- Electrical use and equipment upgrades
- Grant opportunities and success rates

### 6.2. Delegations

There were no delegations.

## 7. COMMISSION BUSINESS

### 7.1. 2023 Annual Programs and Services Report

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

- Planning timeline for 2024 summer programs and camps
- Increase in youth accessing the golf course
- Participation growth in advanced aquatic training
- Revenue increase in membership sales
- Program offerings in JDF electoral area

This report was received for information.

### 7.2. Commission Recognition Policy

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

- Family member access to the facility
- CRD equity across commissions and committees

**MOVED** by Commissioner Little, **SECONDED** by Commissioner Dowhy,

1. That the Sooke & Electoral Area Parks and Recreation Commission rescind Policy No. C-300.16 and C-300.18.
2. That the Sooke & Electoral Area Parks & Recreation Commission amend Policy No. P-700.03 Staff and Commission Access to Facilities.

3. That the Sooke & Electoral Parks and Recreation Commission adopt Policy No. C-300.01 with the amendment to include the issue of a SEAPARC Family Active Pass to commission members during their term of service.

**CARRIED**

#### **7.4. Project Updates – Verbal Report**

M. Alsdorf provided an update on several SEAPARC Recreation projects;

- Drafted a land lease agreement of 25 years for the skate park with SD62
- The SD62 Joint Use Agreement is under review
- The RFP for conceptual design of the skate park closed with two qualified companies under consideration
- The Call for Credentials for the Strategic Plan closes on Friday February 9
- The replacement digital road sign and backlit signs will be installed by month end
- Shortlisting for the Manager of Operations position is underway

The commission discussed the following topics:

- Solar collection on existing facility
- Learnings from COVID experience

This report was received for information.

#### **8. CORRESPONDENCE:**

There were no correspondence.

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

There were no notices of motion.

#### **10. NEW BUSINESS:**

The commission shared the following:

- Success of the trail from Drennan Street to SEAPARC recreation Centre, increases access to the facility for students from Sooke Elementary.
- Cleanliness of the facility is appreciated.
- Quality of the arena ice
- Trail connection from Sunriver to Poirier Elementary School received funding
- Ongoing transportation issues with BC Transit is a region wide issue, not specific to Sooke.

#### **11. ADJOURNMENT:**

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

That the February 6, 2024 meeting of the Sooke & Electoral Area Parks and Recreation Commission be adjourned at 8:30 pm.

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CHAIR

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RECORDER