



Meeting Minutes

Sooke & Electoral Area Parks and Recreation Commission

Tuesday, April 2, 2024

6:30 PM

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

Present:

Commissioners: A. Beddows (Chair), D. Little (Vice Chair), N. Dowhy, M. Tait, J. Warner,
Staff: M. Alsdorf, Manager, SEAPARC Recreation; C. Hoglund, Program Services Manager; M. Curtis, Manager of Operations; M. MacKeigan, Administrative Secretary (Recorder)

Absent: A. Wickheim, N. Quint

Chair Beddows called the meeting to order at 6:32 pm.

1. TERRITORIAL ACKNOWLEDGEMENT

2. APPROVAL OF THE AGENDA

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

That the agenda for the April 2, 2024 session of the SEAPARC Commission be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

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

That the minutes of the Sooke & Electoral Area Parks and Recreation Commission meeting of March 5, 2024 be adopted as circulated.

CARRIED

4. CHAIR'S REMARKS

Introduction of Matt Curtis, Manager of Operations to SEAPARC. Matt has been with the CRD for 6 years in a manager of operations position. Matt brings a wealth of knowledge and experience in facility maintenance, ice, and pool operations.

5. YOUTH REPORT

There was no report.

6. PRESENTATIONS/DELEGATIONS

6.1. Presentations

- There were no presentations

6.2. Delegations

- There were no delegations

7. COMMISSION BUSINESS

7.1. 2024 Capital Plan Amendment

M. Alsdorf provided an overview of the report. There was no discussion.

MOVED by Commissioner Warner, **SECONDED** by Commissioner Dowhy,

The Sooke & Electoral Area Parks and Recreation Commission recommends to the Capital Regional District Board:

That the 2024 SEAPARC Capital Plan be amended to include an additional \$70,000 from capital reserves to fund gutter replacement and building system balancing at SEAPARC Recreation Centre.

CARRIED

7.2. 2024-2025 Fees and Charges – SEAPARC Recreation

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

- Impact on expanding Golf Host hours during operating hours in 2023
- Requisition versus User Fee Funding Ratio
- Multipurpose Room rental rates
- History of user fee increases and future trends

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

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 2024-2025 Fees and Charges Bylaw for SEAPARC Services.

CARRIED

7.3. Dry Floor Rental Policy

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

- Ice Allocation Policy
- User Priority

MOVED by Commissioner Little, **SECONDED** by Commissioner Warner,

That the Sooke & Electoral Area Parks and Recreation Commission rescind Policy No. A-100.26 Dry Floor Rental.

CARRIED

7.4. Skate Park Conceptual Design – Verbal Update

M. Alsdorf provided an update on the Skate Park Conceptual Design Project:

- There were to qualified submissions, the contract was awarded to Radius Skateparks, with over 300 projects across Canada and internationally.
- Focus on community engagement, including an advisory committee with staff and key stakeholders.
- Next step includes the kickoff meeting, and a geotechnical survey of the existing skate park.

The commission discussed the following:

- Involvement of the Rotary Club of Sooke and other service groups
- Fundraising

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:

- Pearson College, located in Metchosin, will not be offering summer camps in 2024 and UVic is reducing it's camp offerings. This may impact the demand on camps at SEAPARC.
- The District of Sooke Budget Open House is scheduled for Thursday, April 4

11. ADJOURNMENT:

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

That the April 2, 2024 meeting of the Sooke & Electoral Area Parks and Recreation Commission be adjourned at 7:30 pm.

CHAIR

RECORDER