



Meeting Minutes

Sooke & Electoral Area Parks and Recreation Commission

Tuesday, May 7, 2024

6:30 PM

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

Present:

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

Staff: M. Alsdorf, Manager, SEAPARC Recreation; C. Hoglund, Program Services Manager; M. Curtis, Manager of Operations; D. Toso, Administrative Secretary (Recorder) (EP)

EP = Electronic Participation

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

1. TERRITORIAL ACKNOWLEDGEMENT

2. APPROVAL OF THE AGENDA

MOVED by Commissioner Wickheim, **SECONDED** by Commissioner Dowhy,

That the agenda for the May 7, 2024 session of the SEAPARC Commission be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

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

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

CARRIED

4. CHAIR'S REMARKS – Commissioner Dowhy and Chair Beddows attended the Skate Park Design workshop where there was an enthusiastic group of about forty kids and adults who attended.

5. YOUTH REPORT – Not having bus hubs and transportation makes it very hard for youth to get around Sooke. This also contributes to traffic problems as parents have to drive their kids everywhere. Mayor Tait reported that council has put forward a motion to transit to have routes looked at and advocate for expansion in service and routes, establish a rapid bus connection between downtown Victoria and downtown Sooke and to improve transfer connections. Mayor Tait suggests Nora write a letter on behalf of students.

6. PRESENTATIONS/DELEGATIONS

6.1. Presentations

- There were no presentations.

6.2. Delegations

- There were no delegations.

7. COMMISSION BUSINESS

7.1. LIFE Program Policy

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

- Post-secondary students are now eligible to apply.
- Individuals complete the application on their own.

MOVED by Commissioner Wickheim, **SECONDED** by Commissioner Warner,

That the Sooke & Electoral Area Parks and Recreation Commission approve the revision of Policy No. R-100.01 LIFE Program.

CARRIED

7.2. Employee Benevolence Policy

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

- Staff situations are at management's discretion and anything outside of that would come to the Commission.
- Change the policy language in the procedures section to allow the Commission Chair to approve the manager's office to send flowers and cards, for expediency and privacy.
- Sending cash is not permitted. Resources for staff are available through our HR department.

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

The Sooke & Electoral Area Parks and Recreation Commission approve the amendment of Policy No. A-100.23 Employee Benevolence with the additional amendment of replacing "Commission" with "Commission Chair" in the final line of the Procedure section.

CARRIED

7.3. Facility Update

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

- Historically, long-term planning has been done on large component basis, not on entire units. A building condition assessment has been done and a 20-year capital plan was initiated last June to improve long-term, preventative maintenance.
- Fuel tank at golf course is for mowers and other small equipment.
- Timed irrigation will be offset from the new bylaw watering times to minimize shock load to system. Golf course irrigation runs off the pond.

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

7.4. Facility Art Partnership – Verbal Update

M. Alsdorf provided an update on the facility art partnership with the Sooke Community Arts Council:

- Sooke Arts Council to display local artists work in the reception area to give them more exposure and opportunities for sales.
- Sooke Arts Council will display 6 to 8 large, framed pieces, which will rotate through bi-monthly.
- Legacy art will be held temporarily while staff determine next steps.
- Links between art and health.
- Revisit the benefactor wall as the art has become quite damaged.

The commission discussed the following:

- Consultation with Sooke Fine Arts and Sooke Arts Council informed this program.
- For insurance and security purposes, MOUs will exist with both parties, art will be reproduction, not original, similar to the Arts Council's bus shelter initiative.
- Aligns with CRD art purchases – support local artists by continuing to purchase new pieces over time and rotate out old pieces.

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

7.5 Strategic Plan Update

M. Alsdorf provided an update on the Strategic Plan:

- The successful proponent is HDR Architecture. Local firm that showcased a variety of engagement methods and has experience with Sooke Library, District of Saanich, City of Victoria, SD61 and other local projects. They could also provide concept design work if the Plan includes growing facilities.
- Next steps include kick off meeting next week, finalize community engagement strategy and look at timelines for Commission and staff workshops.

7.6 Skate Park Update

M. Alsdorf provided an update on the Skate Park project:

- The media release generated quite a bit of online traffic to check out the project.
- Design Workshop was well attended last night by a passionate, creative group of forty, including ten youth. The online survey went live today for those who could not attend in person. Survey will be live for two weeks and include non-skate park technical features, such as benches, green space, lights, covered areas and washrooms.

- A draft concept will come back to the commission which will also go out to the community for input.

The commission discussed the following:

- The base design may or may not include all the features; however, a few companies have expressed interest in doing pro bono or discounted work. Fundraising is an option as well. Funding options would come back to the Commission for approval.
- The project will include areas for bikes, scooters, etc. and ensure the park spans skill/age levels of all in the community.
- Improved lighting for expanded hours and crime prevention was mentioned at the workshop.
- Working on long-term lease option with school district
- Design companies suggest 10K sq ft that is well organized for the skate park area, the remaining square footage would be used for seating, etc.

8. CORRESPONDENCE:

There was no correspondence.

9. NOTICE(S) of MOTION:

There were no notices of motion.

10. NEW BUSINESS:

The commission shared the following:

- Approved on BC Builds collaboration for a community health facility.
- Thank SEAPARC staff for support with Hospice plant sale and bottle drive.
- No guidelines around stakeholder or community engagement for the strategic plan. It will be up to commission and staff to establish achievable priorities during workshops. Data will also inform decision-making.

11. ADJOURNMENT:

MOVED by Commissioner Dowhy, **SECONDED** by Commissioner Quint,

That the May 7, 2024 meeting of the Sooke & Electoral Area Parks and Recreation Commission be adjourned at 7:33 pm.

CHAIR

RECORDER