

**Capital Regional District  
 Sooke & Electoral Area Parks and Recreation Commission  
 Minutes of a Regular meeting held Thursday, November 28, 2019 at 2pm  
 SEAPARC Leisure Complex Board Room, Sooke, BC**

---

*Mission Statement:*

*“Sooke & Electoral Area Parks and Recreation Commission creates recreational opportunities for the public through the planning, development, provision and operation of recreational facilities, programs and activities with a focus on the people of the Sooke and Juan de Fuca Electoral Area”  
 (Mission Statement adopted October 16, 1991)*

Present: Commissioners: J. Bateman (Alternate Director), A. Beddows (Chair),  
 P. Grove, J. Perkins (Vice-Chair),  
 Staff: S. Knoke, SEAPARC Manager, C. Hoglund, Program Services Manager,  
 L. MacDonald, Recording Secretary  
 Absent: D. Bishop, M. Hicks (Director), M. Tait (Director),  
 Public/Press: 0

**1. CALL TO ORDER**

The Chair called the meeting to order at 2:20 pm.

**2. ADOPTION OF AGENDA**

**MOVED** by Commissioner Grove, **SECONDED** by Alternate Director Bateman that the agenda be adopted.

**CARRIED**

**3. APPROVAL OF THE MINUTES OF SEPTEMBER 12, 2019**

**MOVED** by Commissioner Perkins, **SECONDED** by Commissioner Grove that the minutes of the October 24, 2019 meeting be adopted.

**CARRIED**

**4. FITNESS GYM & MULTI-PURPOSE SPACE ADDITION**

a) Project Update (verbal)

The SEAPARC Manager conducted a tour of the expansion prior to start of the meeting. It is expected that the facility will be in full operation by mid-January. A public announcement of the opening date will be made in January.

**5. CHAIR’S REPORT**

**6. DIRECTORS REPORT**

**7. STAFF REPORTS**

a) **West Coast Wonder Women International All Female Boxing Tournament**

As directed by the Commission at their October, 2019 meeting, the SEAPARC Manager reported on discussions with Sooke Boxing Club regarding their request to hold a boxing tournament on the arena dry floor June 26-28, 2020 at a reduced rental rate. In recognition of the value of this international event to the community and the non-profit status of the Club, the Manager proposed a graduated rental rate plan for the period 2020 to 2024 with increases each year until regular full rate reached in 2024.

<b>3 Day Event</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Proposed Fee	\$1200	\$1680	\$2352	\$3292	\$3600
Current Fee	\$3600	\$3600	\$3600	\$3600	\$3600
Discount	\$2400	\$1920	\$1248	\$308	\$0

**MOVED** by Commissioner Grove, **SECONDED** by Alternate Councillor Bateman that the Sooke & Electoral Area Parks and Recreation Commission approve the proposed rental rate plan for the Sooke Boxing Club's West Coast Wonder Women International All Female Boxing Tournament as presented.

**CARRIED**

**b) 2019 Summer Program Report – May to August**

The Program Services Manager provided a report on this summer's recreational, fitness and aquatic programs. Discussion points included Aquatic staff recruitment and summer camps popularity.

**c) Staff News (verbal)**

The SEAPARC Manager reported on the following:

- Annual ammonia release evacuation emergency drill will be held on November 28, 2019. The drill will involve Sooke Fire Dept., Victoria Alarms, ACCENT Refrigeration and CRD Public Alert Notification System (PANS).
- Commissioner Grove was recognized by the SEAPARC Manager for his 13 years of service on the Commission as a volunteer representing the District of Sooke and for his invaluable contributions to many projects including the bike park, strategic plan, golf course and fitness gym/multi-purpose expansion.

**10. ROUND TABLE**

**11. ADJOURNMENT**

The regular meeting adjourned at 3:05pm.

Next regular scheduled meeting: January 23, 2020 at 2pm

---

Al Beddows, Chair

---

Lynn MacDonald, Recorder