



Meeting Minutes

Sooke & Electoral Area Parks and Recreation Commission

Tuesday, September 3, 2024

6:30 PM

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

Present:

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

Staff: M. Alsdorf, Manager, SEAPARC Recreation; M. Curtis, Manager of Operations; C. Hogle, Program Services Manager; 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 Little, **SECONDED** by Commissioner Dowhy,

That the agenda for the September 3, 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 June 4, 2024 be adopted as circulated.

CARRIED

4. CHAIR'S REMARKS

Commissioner Beddows acknowledged the good community turnout at the Strategic Plan Open Houses and looks forward to reviewing the report in the future.

5. YOUTH REPORT

Commissioner Quint shared positive feedback from community members regarding the services provided at the SEAPARC Recreation Centre.

6. PRESENTATIONS/DELEGATIONS

6.1. Presentations

- There were no presentations.

6.2. Delegations

- There were no presentations.

7. COMMISSION BUSINESS

7.1. Capital Project Funding

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

- Demolition and restoration costs
- Alternative approval process vs referendum
- Public awareness strategies for the alternative approval process

MOVED by Commissioner Dowhy, **SECONDED** by Commissioner Bateman,

That the Sooke & Electoral Area Parks and Recreation Commission recommends to the Capital Regional District Board: That staff be directed to prepare a new loan authorization bylaw to fund the Sooke Skate Park replacement and phase one of the heat recovery project for SEAPARC Recreation Centre, with electoral approval obtained through the alternative approval process.

CARRIED

7.2. Quarterly Financial Report

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

This report was provided for information only.

7.3. Capital Projects and Facility Update

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

- Feedback from staff and community members
- Security

This report was provided for information only.

7.4. Guide & Service Animals Policy

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

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

That the Sooke & Electoral Area Parks and Recreation Commission approve Policy No. A-100.05 Guide and Service Animal.

CARRIED

7.5. SEAPARC Benefactor Program

- C. Hoglund provided an overview of the report. The commission discussed the following:
- Maximum duration for recognition

This report was provided for information only.

7.6. Strategic Plan Update - Verbal

- M. Alsdorf provided an update on the Strategic Plan Project:
- Open House sessions completed with over 80 community members in attendance
 - Online survey with 215 submissions
 - Three focus groups completed with one more scheduled
 - Meetings with the District of Sooke and JDF Electoral staff completed
 - Youth Engagement completed with summer camp participants
 - Youth Engagement with Journey Middle School and Edward Milne Community School planned for September
 - Senior staff workshop in October
 - Commission workshop in October
 - Draft Plan anticipated for November, with approval in December

7.7. Skate Park Concept Design Project Update - Verbal

- M. Alsdorf provided an update on the Skate Park Concept Design Project:
- Review of conceptual design PowerPoint presentation
 - Online survey currently open for voting between two designs and feedback

Commissioner Quint left the meeting at 7:30pm

8. CORRESPONDENCE:

8.1. Sooke & District Minor Hockey Association

M. Alsdorf provided an overview of the request.

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

That the Sooke & Electoral Area Parks and Recreation Commission approve the provision of a room rental free of charge on Friday, November 1 from 2:00-8:30pm for the Sooke & District Minor Hockey Association First Shift Program.

CARRIED

8.2. Sooke Boxing Club

- M. Alsdorf provided an overview of the request. The commission discussed the following:
- Liquor license
 - Discount rate

MOVED by Commissioner Little, **SECONDED** by Commissioner Bateman,

That the Sooke & Electoral Area Parks and Recreation Commission approve the provision of a reduced rental rate of 35% off the non-profit rate for arena dryfloor rental May 22 6pm to May 25 8pm, 2025, on a trial basis with future discounts conditional on a financial report to the commission.

CARRIED

9. NOTICE(S) of MOTION:

There were no notices of motion.

10. NEW BUSINESS:

- There was no new business.

11. ADJOURNMENT:

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

That the September 3, 2024 meeting of the Sooke & Electoral Area Parks and Recreation Commission be adjourned at 7:55 pm.

CHAIR

RECORDER