



Meeting Minutes

Sooke & Electoral Area Parks and Recreation Commission

Tuesday, November 5, 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, N. Quint

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

Absent: A. Wickheim,

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 November 5, 2024 session of the SEAPARC Commission be approved with the addition of item 7.3 Strategic Plan Update.

CARRIED

3. ADOPTION OF MINUTES

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

That the minutes of the Sooke & Electoral Area Parks and Recreation Commission meeting of October 8, 2024 be adopted as circulated.

CARRIED

4. CHAIR'S REMARKS

- There were no chair remarks.

5. YOUTH REPORT

- N. Quint provided the commission with a list of signatures by youth in support of additional tennis courts. The commission accepted the list and will include the support gathered as part of the strategic plan community engagement.

6. PRESENTATIONS/DELEGATIONS

6.1. Presentations

- There were no presentations.

6.2. Delegations

- There were no presentations.

7. COMMISSION BUSINESS

7.1. Quarterly Financial Report

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

- Funding for the Strategic Plan
- Closure date of the golf course

This report was provided for information only.

7.2. Code of Conduct Policy

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

- Facility signage
- Methods to inform users of the policy

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

That the Sooke & Electoral Area Parks and Recreation Commission approve the amendments of Policy No. A-100.06 Code of Conduct.

CARRIED

7.3. Strategic Plan Update

M. Alsdorf provided an update on the Strategic Plan Project:

- The contract with the consultant was terminated
- A contract with a new consultant to continue the work is underway
- Overview of proposed timeline and budget

8. CORRESPONDENCE:

- There was no correspondence.

9. NOTICE(S) of MOTION:

- There were no notices of motion.

10. NEW BUSINESS:

- There was no new business.

12. ADJOURNMENT:

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

That the November 5, 2024 meeting of the Sooke & Electoral Area Parks and Recreation Commission be adjourned at 6:50 pm.

CHAIR

RECORDER