



Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Meeting Minutes

Sooke & Electoral Area Parks and Recreation Commission

Tuesday, January 7, 2025

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, A. Wickheim,

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

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

1. TERRITORIAL ACKNOWLEDGEMENT

2. APPROVAL OF THE AGENDA

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

That the agenda for the January 7, 2025 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 November 5, 2024 be adopted as circulated.

CARRIED

4. CHAIR'S REMARKS

The SEAPARC Recreation Centre continues to be a busy community hub providing a great service to the community with many happy customers.

5. PRESENTATIONS/DELEGATIONS

5.1. Presentations

- There were no presentations.

5.2. Delegations

- There were no delegations.

6. COMMISSION BUSINESS

6.1. 2025 SEAPARC Commission Meeting Schedule

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

MOVED by Commissioner Little, **SECONDED** by Commissioner Wickheim,

That the Sooke & Electoral Area Parks and Recreation Commission approves the 2025 meeting schedule as presented.

CARRIED

6.2. Operating Surplus

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

- Borrowing for Capital Projects

MOVED by Commissioner Wickheim, **SECONDED** by Commissioner Little,

That the Sooke & Electoral Area Parks and Recreation Commission approve the transfer of the 2024 operating surplus as follows: \$25,000 to operating reserve to support the strategic plan completion with the remaining to be split equally between the capital reserve and the equipment replacement fund.

CARRIED

6.3. Capital Projects & Facility Update

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

- Reception redesign project client and staff feedback
- Dehumidifier replacement costs
- Cybersecurity for web-based software
- Public WIFI

This report was received for information.

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:

- District of Sooke provided an update on new committees for 2025; breaking ground on the Little River Bridge project; move to 24/7 police services; and projected budget increase of 8.98% for 2025.
- The JDF Electoral area provided an update: focus on road improvements; increased number of unhoused in the area; recent windstorm resulted in 36hour power outage.
- The commission recognized Graham White on his retirement; the contributions of staff in the delivery of the Festival of Trees; and facility cleanliness.

11. ADJOURNMENT:

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

That the January 7, 2025 meeting of the Sooke & Electoral Area Parks and Recreation Commission be adjourned at 7:10 pm.

CHAIR

RECORDER