



Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Meeting Minutes

Sooke & Electoral Area Parks and Recreation Commission

Tuesday, September 02, 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

Staff: M. Alsdorf, Senior Manager, SEAPARC Recreation; M. Curtis, Manager of Operations; C. Hoglund, Program Services Manager; G. Harris, General Manager of Parks, Recreation and Environmental Services; D. Meija, Receptionist (Recorder)

Absent: A. Wickheim,

Chair Beddows called the meeting to order at 6:33pm.

1. TERRITORIAL ACKNOWLEDGEMENT

2. APPROVAL OF THE AGENDA

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

That the agenda for the September 2, 2025 session of the SEAPARC Commission be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

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

That the minutes of the Sooke & Electoral Area Parks and Recreation Commission meeting of June 3, 2025 be adopted as circulated.

CARRIED

4. CHAIR'S REMARKS

The chair welcomed attendees back after the summer break, noted the facility remained safe and operational, welcomed Glenn Harris General Manager of Parks, Recreation and Environmental Services, and expressed enthusiasm for reconvening in September.

5. PRESENTATIONS/DELEGATIONS

5.1. Presentations

- There were no presentations.

5.2. Delegations

- There were no delegations.

6. COMMISSION BUSINESS

6.1. Quarterly Financial Report

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

This report was received for information.

6.2. Capital Projects & Facility Update

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

- Potential impact on service delivery during pool roof replacements
- Vending machine replacement and financial reconciliation process
- Arena speakers and sound system upgrade and music room access
- Lighting control upgrade and lighting levels in the pool natatorium

This report was received for information.

M. Tait arrived at 6:44pm

6.3. Strategic Priorities Fund Grant Application

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

- Clarification on the various grant streams
- Intended outcome of the grant project

This report was received for information

6.4. Skate Park Update – Verbal

M. Alsdorf provided a verbal update on the skate park project:

- Request for Proposals resulted in two proponents, preferred proponent has been selected and in the process of finalizing contracts. The contract is within budget, looking for in-kind contributions to enhance project scope.
- Request to the Agriculture Land Commission tentatively scheduled for review at the September meeting
- Anticipate construction start date of December 2025 or January 2026

The commission discussed the following:

- Estimated completion date is the end of March

This report was received for information.

7. CORRESPONDENCE:

7.1. Sooke & District Minor Hockey Association

Commission Beddows provided an overview of the request. The commission discussed the following:

- Great program that issues a full set of hockey gear for youth new to hockey
- Approval of the request in previous years

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

That the Sooke & Electoral Area Parks and Recreation Commission approve the provision of a room rental free of charge on Tuesday, February 10, 2026 from 2:00-9:00pm for the Sooke & District Minor Hockey Association First Shift Program.

CARRIED

8. NOTICE(S) of MOTION:

There were no notices of motion.

9. NEW BUSINESS:

The commission shared the following:

- District of Sooke: construction of the Little River Crossing pedestrian bridge is still in process.
- Juan de Fuca Electoral Area: requested a summary of summer recreation programming attendance. C Hoglund shared summer recreation programs were well attended, no significant drop in pool attendance and swim lesson registration despite schedule changes; M. Alsdorf shared DeMamie Creek Golf Course saw record participation in July and August.

10. ADJOURNMENT:

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

That the September 2, 2025 meeting of the Sooke & Electoral Area Parks and Recreation Commission be adjourned at 7:10 pm.

CARRIED

CHAIR

RECORDER