



Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Meeting Minutes

Sooke & Electoral Area Parks and Recreation Commission

Tuesday, October 07, 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, R. Finlayson, M. Tait,
Staff: M. Alsdorf, Senior Manager, SEAPARC Recreation; M. Curtis, Manager of Operations; C. Hoglund, Program Services Manager; M. Medland, Senior Financial Advisor; M. MacKeigan, Administrative Secretary (Recorder)

Absent: J. Warner, A. Wickheim

Chair Beddows called the meeting to order at 6:31pm.

1. TERRITORIAL ACKNOWLEDGEMENT

2. APPROVAL OF THE AGENDA

MOVED by Commissioner Tait, **SECONDED** by Commissioner Little,

That the agenda for the October 7, 2025 session of the SEAPARC Commission be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

MOVED by Commissioner Dowhy, **SECONDED** by Commissioner Tait,

That the minutes of the Sooke & Electoral Area Parks and Recreation Commission meeting of September 2, 2025 be adopted as circulated.

CARRIED

4. CHAIR'S REMARKS

The chair and Commissioner Tait attended the Union of BC Municipalities Convention September 22-26 in Victoria. During the convention they spoke with the Minister responsible for the Agricultural Land Commission regarding the land use request for the skate park.

5. YOUTH REPORT

The chair introduced the new youth member, Raymond Finlayson to the commission.

6. PRESENTATIONS/DELEGATIONS

6.1. Presentations

- There were no presentations.

6.2. Delegations

- There were no delegations.

7. COMMISSION BUSINESS

7.1. May to August Programs and Services Report

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

- Impact on revenue with the addition of the weight room and fitness studio
- Positive impact for ice users with the ice season starting two weeks earlier

This report was received for information.

7.2. 2026 Budget

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

- Capacity levels, drop-in versus registered program opportunities
- Borrowing and interest levels
- Converted assessments
- Capital reserve transfer funds
- Rental house heating system

MOVED by Commissioner Tait, **SECONDED** by Commissioner Dowhy,

That the Sooke & Electoral Area Parks and Recreation Commission amend Appendix A, 2026-2030 SEAPARC Budget with a 2% increase to the requisition with funds allocated to the Capital Reserve Fund.

CARRIED

MOVED by Commissioner Tait, **SECONDED** by Commissioner Dowhy,

That the Sooke & Electoral Area Parks and Recreation Commission recommends the Committee of the Whole recommend to the Capital Regional District Board: That Appendix A, 2026-2030 SEAPARC Budget be approved as amended and form the basis of the Provisional 2026-2030 Financial Plan.

CARRIED

7.3. Skate Park Update

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

- Temporary skate park installation in Ravens Ridge Park
- Agriculture Land Commission review timeline

This report was received for information.

7. CORRESPONDENCE:

There were no presentations.

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 underway.

10. ADJOURNMENT:

MOVED by Commissioner Little, **SECONDED** by Commissioner Tait,

That the October 7, 2025 meeting of the Sooke & Electoral Area Parks and Recreation Commission be adjourned at 7:35 pm.

CARRIED

CHAIR

RECORDER