



# Capital Regional District

625 Fisgard St.,  
Victoria, BC V8W 1R7

## Meeting Minutes

### Sooke & Electoral Area Parks and Recreation Commission

---

Tuesday, May 05, 2026

6:30 PM

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

---

**Present:**

**Commissioners:** A. Beddows (Chair), N. Dowhy (Vice Chair), R. Finlayson, L. Haug, M. Swinburnson, M. Tait, A. Wickheim

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

Chair Beddows called the meeting to order at 6:30pm.

#### 1. TERRITORIAL ACKNOWLEDGEMENT

#### 2. APPROVAL OF THE AGENDA

**MOVED** by Commissioner Dowhy, **SECONDED** by Commissioner Wickheim,

That the agenda for the May 5, 2026 session of the SEAPARC Commission be approved as circulated.

**CARRIED**

#### 3. ADOPTION OF MINUTES

**MOVED** by Commissioner Swinburnson, **SECONDED** by Commissioner Wickheim,

That the minutes of the Sooke & Electoral Area Parks and Recreation Commission meeting of March 3, 2026 be adopted as circulated.

**CARRIED**

#### 4. CHAIR'S REMARKS

The Sooke Skate Park will open to the public this weekend, with a grand opening event scheduled for May 31 featuring demonstrations, a DJ, prizes/giveaways, community booths, and an onsite photographer.

#### 5. YOUTH REPORT

Youth feedback related to recreation continues to support the need for an indoor basketball court.

## 6. PRESENTATIONS/DELEGATIONS

### 6.1. Presentations

- There were no presentations.

### 6.2. Delegations

- There were no delegations.

## 7. COMMISSION BUSINESS

### 7.1. Ice Allocation Policy

M. Alsdorf provided an overview of the report, a revised staff report and appendix A was distributed. The Commission discussed the following:

- User group allocation within the same priority level
- Regional ice availability versus demand
- Hours the ice is available for allocation

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

That the Sooke & Electoral Area Parks and Recreation Commission approve the revision of Policy No. A-100.25 Ice Allocation.

**CARRIED**

### 7.2. 2026 First Quarter Financial Update

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

- Funding opportunities for aquatic training

This report was received for information.

### 7.3. MFABC Equipment Financing Program

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

- Opportunities for resale/rebuilding of current aerator

**MOVED** by Commissioner Swinburnson, **SECONDED** by Commissioner Tait,

That the Sooke & Electoral Area Parks and Recreation Commission recommends to the Capital Regional District Board: That the following borrowing resolution be approved:

1. That the Board of the Capital Regional District authorize borrowing of up to \$60,000 under section 403 of the *Local Government Act*, which applies section 175 of the *Community Charter* to regional districts, through the MFABC Equipment Financing Program for the purchase of a golf course aerator for the Sooke and Electoral Area Recreation and Facilities Service; and

2. That the loan be repaid within five (5) years, with no right of renewal.

**CARRIED**

#### **7.4. 2026-2027 Fees & Charges**

- M. Alsdorf provided an overview of the report. The commission discussed the following:
- Regional comparison of golf green fees

**MOVED** by Commissioner Dowhy, **SECONDED** by Commissioner Wickheim,

That the Sooke & Electoral Area Parks and Recreation Commission recommends to the Capital Regional District Board: That the proposed fees and charges be approved for inclusion in the 2026/2027 Fees and Charges Bylaw for SEAPARC services.

**CARRIED**

#### **7.5. Low-Cost Community Programming Pilot**

C. Heglund provided an overview of the report. The Commission discussed the following:

- Cost recovery
- Location considerations

This report was received for information.

#### **8. CORRESPONDENCE:**

There was no correspondence.

#### **9. NOTICE(S) of MOTION:**

There were no notices of motion.

#### **10. NEW BUSINESS:**

The commission shared the following:

- JDF Electoral Area: Night Market starting June 1 at William Simmons Memorial Community Park.
- District of Sooke: Ravens Ridge Park Grand Opening scheduled for June 20, Little River Trail is open for use, Idlemore Rd and Sooke Rd intersection project starts in June, and tax priority is focused on emergency services.

**11. ADJOURNMENT:**

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

That the May 5, 2026 meeting of the Sooke & Electoral Area Parks and Recreation Commission be adjourned at 7:28 pm.

**CARRIED**

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
RECORDER