



Capital Regional District

625 Fisgard St.,
Victoria, BC V8W 1R7

Meeting Minutes

Sooke & Electoral Area Parks and Recreation Commission

Tuesday, September 01, 2026

6:30 PM

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

Present:

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

Staff: M. Alsdorf, Senior Manager, SEAPARC Recreation; M. Curtis, Manager of Operations; C. Hoglund, Program Services Manager; G. Harris, Acting General Manager Parks, Recreation and Environmental Services; M. Medland, Senior Financial Advisor; 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 Tait, **SECONDED** by Commissioner Swinburnson,

That the agenda for the September 1, 2026 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 June 2, 2026 be adopted as circulated.

CARRIED

4. CHAIR'S REMARKS

The Chair reported on a successful summer season, noting positive community feedback regarding SEAPARC's programs and services. The Chair also acknowledged the success of the 40th Anniversary of the Sooke Fine Arts Show and recognized SEAPARC's contribution as the host facility.

5. PRESENTATIONS/DELEGATIONS

5.1. Presentations

- There were no presentations.

5.2. Delegations

- There were no delegations.

6. COMMISSION BUSINESS

6.1. 2nd Quarter Financial Update

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

- Cost savings for software licenses
- Ice utilization for August and attendance to public sessions

This report was received for information.

6.2. 2027 Budget

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

- Wage increments within the collective agreement
- Asset management
- Capital reserve funds

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

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, 2027-2031 SEAPARC Budget be approved as presented and form the basis of the Provisional 2027-2031 Financial Plan

CARRIED

6.3. Strategic Plan Update

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

- Community partnership opportunities

This report was received for information.

7. CORRESPONDENCE:

There was no correspondence.

8. NOTICE(S) of MOTION:

There were no notices of motion.

9. NEW BUSINESS:

The commission shared the following:

- District of Sooke Update: Discussion on the Throup Road connector project continues, with potential impacts to SEAPARC property. The Sooke RCMP is launching a new Community Youth Officer Program this fall.
- JDF Electoral Area Update: The Port Renfrew Community Centre is undergoing facility improvements. An increase in road cycling activity has been observed in the Otter Point and Shirley areas, along with growing participation in water-based activities such as kite surfing and hydrofoiling in the Jordan River area.

10. ADJOURNMENT:

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

That the September 1, 2026 meeting of the Sooke & Electoral Area Parks and Recreation Commission be adjourned at 7:28 pm.

CARRIED

CHAIR

RECORDER