

MINUTES of the FINANCIAL PLAN (ESTIMATES) MEETING of the MUNICIPAL COUNCIL of The Corporation of the District of Oak Bay, held in the Council Chambers, Oak Bay Municipal Hall, 2167 Oak Bay Avenue, Oak Bay, B.C., on Wednesday April 3, 2019 at 5:30 PM.

PRESENT: Mayor K. Murdoch, Chair
Councillor, A. Appleton
Councillor, H. Braithwaite
Councillor, C. Green
Councillor, T. Ney
Councillor E. Paterson
Councillor E.W. Zhelka

PARKS &
RECREATION
COMMISSION: M. Holding, Chair
S. Culbertson
M. Fairbarns
J. Hoffman
W. Moore
D. Therrien
S. Weckend
D. Therrien
A. Wilmut

STAFF: Acting Chief Administrative Officer, W. Jones
Acting Director of Corporate Services, D. Hopkins
Deputy Director of Financial Services, D. Costin
Director of Parks, Recreation and Culture, R. Herman
Manager of Administrative Services, L. Duff
Manager, Recreation and Cultural Services, S. Meikle
Manager of Parks Services, C. Hyde-Lay

Mayor Murdoch called the meeting to order at 5:31 PM.

ESTIMATES COMMITTEE ITEMS:

1. ***Budget Estimates Committee: Joint meeting with Parks, Recreation & Culture Commission***
 - Report - 2018 Year-End and 2019 Budget including Recreation Reports

The Director of Parks, Recreation and Culture provided an overview of the 2018 highlights including the reported 65% recovery rate, or user pay ratio for parks, recreation and culture in the District. He then introduced the 2019 proposed budget request. Mr. Herman commented that the format of the information provided for 2019 is different from previous years to align with the new District-wide approach to budgeting and strategic planning.

Mr. Herman noted that the 2019 budget indicates a requested increase of 17.36% over 2018. He said that this is not a true representation of the annual requested increase as it includes wage increases for CUPE staff that were not included in the 2017 and 2018 budgets as collective bargaining had not been completed. In addition, wage increases

were not previously reported as a separate line item in the departmental budgets, causing the significant increase when also combined with the impacts of the Employer Health Tax. He reported that when calculated within the restated 2018 budget figures, the 2019 request equates more accurately to a 5.34% increase to the operating budget.

The Director of Parks, Recreation and Culture reported that this is a status quo budget for 2019, except for the Urban Forest Strategy component. Mr. Herman commented that admission rates in Oak Bay are still high for the region and that there are no proposed increases to admission or pass rates, or to licensed care fees. He said that a general 2% increase is proposed for rental rates and golf course services.

Discussion ensued regarding variances from the 2018 budget and staff responded to questions and comments regarding perceived surplus and associated policy for using these funds; provision of an addendum reporting valuation of current public art inventory; establishment of a user pay ratio to determine cost per patron at the recreation facilities; capturing the value of volunteer contributions; desire to receive the actual weighted costs that include all ancillary expenditures; consideration of adding funds to complete additional parks studies; adding a dollar value and deliverable to the Commission's priority for the protection of rare and endangered; and development of a Departmental Master Plan.

Mayor Murdoch expressed appreciation to the volunteer members of the Oak Bay Parks, Recreation and Culture Commission for their significant service to the community and to staff for implementing outstanding parks, recreation and culture programs and amenities.

ADJOURNMENT:

2. ***Motion to adjourn***

MOVED and seconded: That the meeting be adjourned.

CARRIED

The meeting adjourned at 8:05 p.m.

Certified Correct:

Chair

Acting Director of Corporate Services