

REPORT of the regular monthly meeting of the OAK BAY PARKS AND RECREATION COMMISSION held on Wednesday, September 4, 2013 in the Council Chambers, Municipal Hall.

In Attendance:

Monty Holding, Chair
Sandi Piercy
Rick Marshall
Brian Sharp
Victor Lotto
Chris Smith
Alison Davis
Councillor Ney

Staff:

Ray Herman, Director, Parks and Recreation
Grant Brown, Manager Administrative Services
Chris Hyde-Lay, Manager, Parks Services
Janet Barclay, Manager Recreation Program Services
Mandi Krieger, Executive Assistant

Regrets: Drew Henderson, Linda Allen

The meeting was called to order at 7:00 pm.

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| I. | MINUTES | Commission
Committee of the Whole | (2013-06-05)
(2013-06-17) |
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Moved by Sandi Piercy, Seconded by Chris Smith, THAT THE MINUTES OF THE June 5, 2013 REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION BE ADOPTED.

Carried

The minutes from Committee of the Whole were received for information.

Commission member Alison Davis joined the meeting at 7:10pm.

II. DELEGATIONS

Additional Kiosk at Cattle Point

Chris Garrett, Environmental Advisory Committee member and Mattias Reinicke of Lime Design in attendance.

Mr. Garrett noted that there are currently two kiosks at Cattle Point. One provides information on the historical marine activities of the First Nations and the second kiosk displays information about Uplands Park and its plants – information of which will be incorporated into a kiosk being considered at Uplands Park. Mr. Garrett, on behalf of the Environmental Advisory Committee, noted that the second kiosk requires structural restoration and that a proposal for it to be replaced by a marine kiosk be considered.

The proposed kiosk would be a four-sided structure placed on a concrete pad and have sturdy 6”x 6” posts with a steel roof. The sign material would use ½” thick High Pressure Laminate (HPL). It is intended that there be four displays, each 48” x 48” that would focus on the geographic environment, environmental protection and seasonal biology. It was suggested that multiple panels could be created and rotated periodically to keep the display current as well as including information on endangered species/ invasive species in the area. It was agreed that the proposal follows the Parks Vision report to educate the public on the Urban Forest and equal ecosystems.

Staff noted that the Parks Vision report does contain design criteria for such structures but is becoming out of date and should be addressed to ensure consistency throughout the Municipality as more kiosk requests are being received.

Mr. Garrett was asked to forward budget implication details and potential funding sources for consideration at the October Commission meeting.

Moved by Rick Marshall, Seconded by Alison Davis THAT COMMISSION RECEIVE THE PROPOSAL OF A REPLACEMENT KIOSK AT CATTLE POINT AND AGREE IN PRINCIPAL BUT REQUEST BUDGET AND FUNDING DETAILS BE AVAILABLE FOR THE OCTOBER COMMISSION MEETING PRIOR TO REQUESTING CONSIDERATION FROM COUNCIL.

Carried

It was requested that the cost of additional panels also be included in information to be submitted to Commission. Staff will require the information from Marine Subcommittee by Friday, September 20th, 2013 for the October Commission meeting.

Active Transportation Advisory Committee by invitation

Mr. Chris Harvey, Mr. Kris Nichols and Mr. Gerald Smeltzer in attendance.

At the May 1, 2013 Commission meeting Staff was requested to contact the Active Transportation Advisory Committee to invite representatives to the September Commission meeting to get a broader picture of the proposed trail network throughout the municipality, and for the ATAC to hear the challenges of the Parks & Recreation department.

On behalf of the Active Transportation Advisory Committee, an overview of ATAC, their priorities and vision of Oak Bay was presented to Commission by Mr. Gerald Smeltzer.

Discussion ensued regarding the concerns of the North/South pathway from Commission and the audience. Options of different routes and variations of the pathway were discussed. A contingent of neighbours were in attendance and voiced their concerns with the proposed pathway.

III. CORRESPONDENCE

Lover's Fence at Cattle Point

Correspondence was received from Mr. Bill Smith to consider establishing a Lover's Fence at Cattle Point which is a chain link fence upon which couples attach a padlock with their initials or some inscribed message. It appears to be common to then throw the key into the nearby water to signify that the lovers are linked forever. Examples of existing fences are predominantly from Europe.

Staff have not developed a cost estimate, as the size of fencing being proposed is unclear. However, it is expected that a short run of 4 foot high chain link fencing would be in the \$1,000 - \$2,000 range.

From a staff perspective, the idea of a Lover's Fence does not seem to be in keeping with the predominant theme of environmental stewardship that is paramount at Cattle Point and Uplands Park.

Moved by Brian Sharp, Seconded by Rick Marshall THAT COMMISSION SUPPORT STAFF RECOMMENDATION TO DENY THE REQUEST TO ESTABLISH A LOVER'S FENCE AT CATTLE POINT AS IT IS NOT IN KEEPING WITH THE VISION FOR ENVIRONMENTAL STEWARDSHIP IN OAK BAY AT THIS TIME.

Carried

IV. UNFINISHED BUSINESS

Bike Parking at Recreation Facilities

At their meeting of June 5, 2013 the Parks & Recreation Commission passed a resolution: "THAT the Commission request staff to provide an inventory of facilities for bicycle parking or storage at each of the five recreation centres (Oak Bay, Henderson, Monterey, Windsor & Carnarvon), including the total number of bicycle parking spaces provided at each centre, as well as the numbers by Class (I or II), design type, location and whether sheltered from precipitation."

Staff reported that all of the bicycle parking located at the five noted facilities would be considered as Class II or short term parking.

Bike parking at each of the facilities is as follows:

1. Oak Bay Recreation Centre – 59 spaces in total. Of these, 28 are at inverted "U" racks/rails, while 31 are at Cora multiple space racks. Covered parking is provided for 13 spaces.
2. Henderson Recreation Centre – There are currently 20 spaces at Cora multiple space racks that are not covered. Construction is underway to provide an additional 20 spaces at cora multiple space racks under cover. This will result in a total of 40 spaces.
3. Monterey Recreation Centre – 27 spaces in total. All spaces are at Cora multiple space racks, and all are covered to some degree.
4. Windsor Pavilion – There are 12 spaces at inverted "U" rails of which none are covered.
5. Carnarvon park – there are 14 spaces at a Cora multiple space rack of which none are covered.

The Director, Parks & Recreation informed Commission members that there is a municipal bike parking location map that was created by the Engineering department in October 2011. He will speak to the Director of Engineering to update the map with the bike parking locations that have recently been added. The question was raised as to whether there were any areas within the municipality in need of additional bike parking. It was agreed that the Oak Bay Village bike parking was limited.

Moved by Brian Sharp, Seconded by Rick Marshall THAT RECOMMENDATION BE FORWARDED TO COUNCIL TO CONSIDER REMOVING ONE PARKING SPACE IN OAK BAY VILLAGE TO INSTALL BIKE RACKS WITH SIGNAGE FOR A 6 MONTH TRIAL BASIS.

Carried

Bowker Creek Pathway

Commission Member Rick Marshall voiced concern that direction to staff to provide feasibility, design requirements and cost estimates to make the Bowker Creek Pathway usable to generally accepted standards for cyclists, pedestrians and users of wheelchairs and mobility aids has not been acted upon. This direction was provided to staff at the Commission meeting of March 6, 2013.

Director, Parks & Recreation reported that, at the Committee of the Whole meeting of March 18, 2013, the Committee did not approve the Commission's recommendation. However, the Committee did recommend to Council that the Commission's recommendation be deferred to a future meeting at which all referrals regarding the Oak Bay High School Transportation Study documents will be considered. This meeting has now been scheduled for September 25, 2013.

The Director further reported that the design and cost information requested would typically be work undertaken by either the Engineering Department or a consultant with engineering experience. Further direction is expected to come out of the September 25th meeting.

V. REPORTS

Program Reports

Manager, Recreation Program Services reported that three new boats have been purchased for the sailing programs that have been well attended this summer.

It was reported that many years ago, as a program promotion, people received free passes for every Circuit class they registered for at Henderson Centre. It was never intended to be an ongoing offering. In order to correct this, effective September 2013, Circuit class punch cards will be discontinued in order to provide consistency and fairness across all programs. These benefits are not available for other fitness programs or patrons who register in several programs per week. The Circuit class prices are very comparable to other specialty fitness classes offered. Commission voiced their support for the discontinuation of the free passes for Henderson Circuit classes.

Director, Parks & Recreation reported that the new four court tennis bubble has been inflated and the insulation is being installed. There has been a delay in the delivery of the new generator but the old generator will be utilized until it arrives. The tennis bubble will re-open on September 16th as scheduled.

Personnel Report

The temporary full time position of Community Programmer, Licensed Care has filled for a one year term while the incumbent is on maternity leave.

The Tennis Coordinator has returned after a three month leave of absence.

Finance Report

July 2013, Month End Statement

	<u>2013</u>	<u>%</u>	<u>2012</u>	<u>%</u>
YTD Revenue at month end	\$4,310,842	61.96	\$4,219,510	61.52
YTD Expenditures at month end	\$6,040,331	56.77	\$6,001,094	57.79
YTD Net Expenditure at month end	\$1,729,489	46.96	\$1,781,584	50.53
YTD Net Expenditure at month end (adj.)	\$1,729,489	46.96	\$1,781,584	50.53

NLC Update

No update at this time

Henderson Centre Update

The Henderson Centre renovation is mostly complete. A small deficiency list is being addressed with the contractor.

Sportsview Lounge Working Group Update

Chris Smith reported that the Sportsview Lounge working group have met and will present discussion items at the October Commission meeting.

Moved by Sandi Piercy, Seconded by Victor Lotto, THAT THE STAFF REPORTS BE APPROVED.

Carried

VI. NEW BUSINESS

VI. DIRECTOR'S REPORT

Director, Parks & Recreation reported that the metal plates installed as a fire wall behind the four court tennis bubble are no longer required and will eventually be removed.

A neighbor of the Monterey Centre had expressed concern regarding the noise generated from the air handling unit on the roof. Minor repairs have been made to the unit and an engineered designed "cubicle" has been installed around the unit to lessen the noise level.

VII. ADJOURNMENT

Moved by Brian Sharp, Seconded by Victor Lotto, THAT THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION BE ADJOURNED.

Carried

The regular meeting was adjourned at 9:35 pm.