

REPORT of the regular monthly meeting of the OAK BAY PARKS AND RECREATION COMMISSION held on Wednesday, June 5, 2013 in the Council Chambers, Municipal Hall.

In Attendance:

Monty Holding, Chair
Drew Henderson
Rick Marshall
Brian Sharp
Victor Lotto
Chris Smith
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: Sandi Piercy, Linda Allen, Alison Davis

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

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| I. | MINUTES | Commission
Committee of the Whole | (2013-05-01)
(2013-05-21) |
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Moved by Victor Lotto, Seconded by Drew Henderson, THAT THE MINUTES OF THE MAY 1, 2013 REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION BE ADOPTED.

Carried

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

The item of Deer in Garden Parks was added to the agenda under New Business.

II. UNFINISHED BUSINESS

Urban Forest Strategy Working Group Report

On behalf of the Urban Forest Strategy Working Group, Commission member Rick Marshall presented the report "Developing an Urban Forest Strategy" in response to Council's request received January 2013 to consider and report to Council with recommendations for adoption of an Urban Forest Strategy for the District of Oak Bay.

Mr. Marshall noted that the report summarizes some elements commonly included in an urban forest strategic plan and lays out a suggested work plan to develop this long range plan for Oak Bay over the coming year. It also discusses how Oak Bay may benefit from and build upon the recent experience of neighboring communities in developing their own long-term plans for the urban forest.

The report recommends that work on the urban forest strategy should continue to the next stage as soon as practicable, in order to be completed with a year. This work is expected to be complementary to the current OCP renewal process and to be informed by its expression of community values and goals. The Working Group recommended continued support and guidance of this work by a community advisory committee.

The working group also recommended a budget of approximately \$20,000 be allocated to fund consultant services over the 2013 and 2014 fiscal years to complete the urban forest strategy for Oak Bay.

Councillor Ney thanked staff and commission for the time and effort put in to this report.

Moved by Rick Marshall, Seconded by Chris Smith THAT COMMISSION ENDORSE THE RECOMMENDATIONS OF THE WORKING GROUP REPORT, DEVELOPING AN URBAN FOREST STRATEGY FOR OAK BAY (MAY 29, 2013), AND FORWARD THE REPORT TO COUNCIL WITH A RECOMMENDATION TO ADOPT AND SUPPORT IT.

Carried

III. CORRESPONDENCE

Carpet Burweed at Cattle Point

Correspondence was received from students of Mount Douglas High School expressing their concerns with the invasive species, Carpet Burweed, within the municipality.

Manager, Parks Services reported that the department has been working closely with volunteer, Margaret Lidke, who is marking and tagging Carpet Burweed in the parks and noted that it is well under control at this moment. A fence has since been erected at Cattle Point to contain the Carpet Burweed and minimize foot traffic in infested area. Volunteer groups and parks staff continue to monitor the Burweed. He also noted that the volunteer groups, coordinated by Margaret Lidke with Friends of Uplands Park, are an important part of the process in managing the Carpet Burweed.

Commission appreciated the interest of the Mount Douglas students and that they were taking the issue of invasive species seriously.

Moved by Drew Henderson, Seconded by Chris Smith THAT STAFF RESPOND TO THE STUDENTS OF MOUNT DOUGLAS HIGH SCHOOL TO ADVISE THEM OF THE STEPS BEING TAKEN TO MANAGE CARPET BUREWEED WITHIN THE OAK BAY MUNICIPALITY.

Carried

IV. REPORTS

Program Reports

Manager, Parks Services reported that funding was received from BC Hydro to be used for tree planting.

Director, Parks & Recreation reported that the contract to replace the tennis bubble was awarded to the Farley Group. The replacement is scheduled for late August, early September.

Personnel Report

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

Finance Report

April 2013, Month End Statement

	<u>2013</u>	<u>%</u>	<u>2012</u>	<u>%</u>
YTD Revenue at month end	\$2,829,641	40.67	\$2,640,778	38.50
YTD Expenditures at month end	\$3,482,624	32.73	\$3,462,712	33.34
YTD Net Expenditure at month end	\$ 652,983	13.53	\$ 821,934	23.31
YTD Net Expenditure at month end (adj.)	\$ 658,134	17.87	\$ 821,934	23.31

NLC Update

No update at this time

Henderson Centre Update

Occupancy has been granted and a deficiency list is being worked on. A grand opening event will be scheduled once the project is fully complete.

Sportsview Lounge Working Group Update

Chris Smith reported that the Sportsview Lounge working group will present discussion items at the September Commission meeting.

Moved by Rick Marshall, Seconded by Brian Sharp, THAT THE STAFF REPORTS BE APPROVED.

Carried

V. NEW BUSINESS

Deer in Garden Parks

Commission Chair, Monty Holding, advised Commission that a special meeting will be held on June 12th, 2013 to discuss the Regional Deer Management Strategy and suggested that discussion ensue to provide Commission's input on the issue.

Councillor Ney reported that the District of Oak Bay has been granted funding to participate in one of two municipal pilot projects to incorporate a Deer Management Strategy.

Manager, Parks Services reported that numerous areas around the municipality are affected by the deer and it does limit plant selection in the gardens. It was agreed that the deer are affecting the garden parks in the municipality and as the deer population increases, so does the damage to the parks. Commission felt that a method to decrease the deer population in the most effective and humane way possible is necessary in order to control the damage to the parks as well as address the health and safety concerns, including vehicle hazards, ticks and deer feces.

Moved by Brian Sharp, Seconded by Chris Smith THAT COUNCIL BE INFORMED THAT COMMISSION EXPRESSED GREAT CONCERN ON THE DEER ISSUE INCLUDING DAMAGE TO THE MUNICIPAL PARKS AND GARDENS AS WELL AS HEALTH AND SAFETY ISSUES.

Carried

Additional Items

Commission member, Rick Marshall reported that he had attended the Active Transportation meeting and the issue of bike parking at the recreation facilities was discussed. It was suggested that bike parking issue be discussed at the September meeting and that staff provide the information of current bike rack locations and numbers.

Moved by Rick Marshall, Seconded by Brian Sharp THAT 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, CARNARVON AND WINDSOR), 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.

Carried

VI. DIRECTOR'S REPORT

Director reported that Oak Bay Rotary Club extended a Request For Proposal for the weekly Tuesday luncheon meeting contract and was notified that it had been awarded to the Oak Bay Beach Hotel. The Rotary Club originally held their meetings at the Oak Bay Beach Hotel and relocated to the Sportsview Deli Bar & Grill when the hotel was closed for reconstruction in 2007. The suggestion was that the return to the hotel was for nostalgic reasons and Rotary had been happy with the food and service at the Sportsview Deli Bar & Grill.

Events that have been approved at staff level are: The Canadian Cancer Society Sunscreen Awareness booth at Willows Beach on July 6th and the Kayak for the Cure event on September 8th at Willows Beach.

VII. ADJOURNMENT

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

Carried

The regular meeting was adjourned at 8:45 pm.