

OAK BAY PARKS, RECREATION & CULTURE COMMISSION  
Minutes of Meeting – June 5, 2019

REPORT of the regular monthly meeting of the **OAK BAY PARKS, RECREATION & CULTURE COMMISSION** held on **Wednesday, June 5, 2019** in Council Chambers, Oak Bay Municipal Hall.

**In Attendance:**

Monty Holding, Chair  
Darlene Therrien  
Ann Wilmut  
Matt Fairbarns  
Suzanne Weckend  
Councillor Braithwaite

**Staff:**

Ray Herman, Director of Parks, Recreation & Culture  
Steve Meikle, Manager of Recreation & Culture  
Linda Duff, Manager of Administrative Services  
Chris Hyde-Lay, Manager of Parks Services  
Mandi Krieger, Executive Assistant

Regrets: Stuart Culbertson, Will Moore, Jim Hoffman

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

**I. APPROVAL OF THE AGENDA**

Moved by Matt Fairbarns, Seconded by Ann Wilmut THAT THE AGENDA BE ADOPTED.  
Carried

**II. MINUTES** Commission (2019-05-01)

Moved by Suzanne Weckend, Seconded by Darlene Therrien THAT THE MINUTES OF THE MAY 1, 2019 MEETING OF THE PARKS, RECREATION & CULTURE COMMISSION BE ADOPTED.  
Carried

**III. DELEGATION**

Vancouver Island Trail

Christopher Causton and Liz Bicknell were in attendance representing the Vancouver Island Trail Association. The Vancouver Island Trail runs from Cape Scott to Victoria for a distance of 770kms. The Association would like to propose that Anderson Hill Park be the starting point for the south end of the VI Trail and requests permission to erect a small VI Trail sign at the gate to Anderson Hill Park (Cape Scott, 770kms), include information on the kiosk and the Parks, Recreation and Culture website.

The Association will work with the Manager of Parks Services for wording for the kiosk. Mr. Causton and Ms. Bicknell left the meeting at 7:12pm.

Memorial Tribute to J. Fenwick Lansdowne

Rick Marshall and Jacques Sirois were in attendance to propose that a public memorial be created and installed as a tribute to J. Fenwick Lansdowne to celebrate his art work and the nature that inspired him. The vision is a multi-sided kiosk that would potentially be erected in a seafront location. The kiosk would be funded by donations.

Staff will arrange for input from the Public Art Committee. It was recommended that staff also look at guidelines for public recognition in the municipality. A staff report will be presented at a future Commission meeting.

**IV. PUBLIC PARTICIPATION**

None

**V. CORRESPONDENCE**

None

**VI. UNFINISHED BUSINESS**

Playground Subcommittee

The “Consideration for Design Principles to Guide Playground Design” document was presented by the Playground Subcommittee. The document is a guideline for future playground re-vitalization in Oak Bay. Discussion ensued regarding the incorporation of public art in playgrounds, durability and life length of equipment, and working within the existing playground footprints. It was suggested that the heading “Playground Design Principles” be amended to “Playground Design Considerations”.

Moved by Matt Fairbarns, Seconded by Darlene Therrien THAT THE COMMISSION ACCEPT THE “CONSIDERATIONS FOR DESIGN PRINCIPLES TO GUIDE PLAYGROUND DESIGN” DOCUMENT AS AMENDED.

CARRIED

The 2019 Playground and Park Amenity Report was circulated for information.

**VII. NEW BUSINESS**

Proposed Tree Bylaw Changes

The Manager of Parks Services gave an overview of the recommendations of major changes to the Tree Protection Bylaw to support the five key strategic objectives in the Urban Forest Strategy. Discussion ensued regarding the zoning portion of the changes and whether the target number for multi-residential was appropriate or if it should be more in line with the commercial and mixed use target. The Director will follow up with the Planning Department for reasoning of these targets and advise the Commission.

It was suggested that private lands be included when using the District tree replacement and maintenance reserve account for planting trees.

**VIII. REPORTS**

Program/Parks/Physical Plant Report

The Manager of Recreation & Culture reported a change in pool schedule will begin in September to address increased demand for private and group swim lessons.

The Public Arts Advisory Committee meeting minutes will be posted on the website for the public starting in the summer.

The Manager of Parks Services reported that the department has been approved for monies over the next 3 years for the HSP grant. Councillor Braithwaite expressed thanks to the Parks and Public Works staff for a job well done during the Oak Bay Tea Party weekend.

The Director reported that the completion of the energy loop project has been delayed until late July due to a part that has been back ordered. The system is in operation and the benefits are being recognized, although not yet at 100 percent.

Personnel Report

An additional Equipment Operator 1 position has been approved and is posted. The Facilities Operations Coordinator position is posted as the incumbent finishes a one year term in July. Summer camp staff have been hired and a two day staff training session will be held June 8<sup>th</sup> & 9<sup>th</sup>.

Director's Report

The Director reported that a special Commission meeting will be held on Wednesday, July 3<sup>rd</sup> at 7pm. A Contractor will be in attendance to meet with Commission members to gather information as part of Council's review of the Committee and Commission structure.

Moved by Darlene Therrien, Seconded by Suzanne Weckend THAT THE REPORTS BE RECEIVED.  
Carried

**IX. ADJOURNMENT**

Moved by Matt Fairbarns, Seconded by Darlene Therrien THAT THE REGULAR MEETING OF THE PARKS, RECREATION & CULTURE COMMISSION BE ADJOURNED.

Carried

The regular meeting was adjourned at 8:46pm.