

OAK BAY PARKS, RECREATION & CULTURE COMMISSION  
Minutes of Meeting – November 6, 2019

REPORT of the regular monthly meeting of the **OAK BAY PARKS, RECREATION & CULTURE COMMISSION** held on **Wednesday, November 6, 2019** in Council Chambers, Oak Bay Municipal Hall.

**In Attendance:**

Stuart Culbertson, Vice Chair  
Darlene Therrien  
Jim Hoffman  
Ann Wilmut  
Matt Fairbarns  
Suzanne Weckend  
Will Moore  
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: Monty Holding

The meeting was called to order at 7:03pm.

**I. APPROVAL OF THE AGENDA**

Moved by Darlene Therrien, Seconded by Ann Wilmut THAT THE AGENDA BE ADOPTED.  
Carried

**II. MINUTES** Commission (2019-10-02)

Moved by Suzanne Weckend, Seconded by Will Moore THAT THE MINUTES OF THE OCTOBER 2, 2019 MEETING OF THE PARKS, RECREATION & CULTURE COMMISSION BE ADOPTED AS PRESENTED.

Carried

Matt Fairbarns joined the meeting at 7:06 pm.

**III. DELEGATION**

Mayor Murdoch was in attendance to give an update on the Committee and Commission Review Report that was presented at a special Committee of the Whole meeting on October 24<sup>th</sup>, 2019.

Commission members were informed that Bylaw #3137 Oak Bay Parks & Recreation Commission will be repealed by the end of 2019. Council will be reviewing the municipal committees' structures as a whole in the New Year. The Mayor will form a Committee of Council to solicit feedback from members of the Commission as to their thoughts going forward.

**IV. PUBLIC PARTICIPATION**

None

**V. CORRESPONDENCE**

None

**VI. UNFINISHED BUSINESS**

Playground Subcommittee Update

Anne Wilmut reported that she met with the Manager of Parks Services on behalf of the subcommittee to determine one playground to focus on for accessibility and modernization renovations. It was recommended that Windsor Park is the best option. Discussion ensued regarding the possibility of adding the option on the website to receive donations specifically for playground upgrades and how to increase public awareness of the project.

Public Art Committee Update

Jim Hoffman reported that the Mayor's Legacy Fund for the Arts has almost met the funding goal to purchase the Makhotso sculpture, that an unveiling ceremony was held on October 23<sup>rd</sup> for the completion of the Bowker Creek mural and that applications are being received for 2020/21 ArtsAlive sculptures.

**VII. NEW BUSINESS**

Finance

The Manager of Administrative Services presented the budgetary projections for 2019, the provisional draft budget for 2020, proposed Fees & Charges for 2020 and proposed capital projects for 2020.

Projections for 2019 show a net expenditure of \$783,463 less than the approved net budget of \$4,734,684. This variance includes a favorable variance of \$183,250 which resulted from the budget including a duplicate amount for the Employer Health Tax.

The 2020 provisional draft budget shows an increase in the net expenditure of \$86,514 or 1.9%. This reflects an increased expectation in service delivery, fee increases, staffing model changes and non-discretionary cost increases.

Moved by Darlene Therrien, Seconded by Will Moore THAT THE COMMISSION ENDORSE THE 2020 PROVISIONAL DRAFT BUDGET AS PRESENTED AND THAT IT BE FORWARDED TO THE ESTIMATES COMMITTEE.

Carried

Moved by Will Moore, Seconded by Suzanne Weckend THAT THE COMMISSION ENDORSE THE 2020 FEES & CHARGES AS PRESENTED AND THAT IT BE FORWARDED TO THE ESTIMATES COMMITTEE.

Carried

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Moved by Suzanne Weckend, Seconded by Darlene Therrien THAT THE COMMISSION ENDORSE THE 2020 CAPITAL BUDGET AS PRESENTED AND THAT IT BE FORWARDED TO THE ESTIMATES COMMITTEE.

Carried

**VIII. REPORTS**

Staff reports were received for information.

Moved by Ann Wilmut, Seconded by Will Moore THAT THE REPORTS BE RECEIVED.

Carried

**IX. ADJOURNMENT**

Moved by Ann Wilmut, Seconded by Jim Hoffman THAT THE REGULAR MEETING OF THE PARKS, RECREATION & CULTURE COMMISSION BE ADJOURNED.

Carried

The regular meeting was adjourned at 9:26pm.