

REPORT of the regular monthly meeting of the **OAK BAY PARKS, RECREATION & CULTURE COMMISSION** held on **Wednesday, October 2, 2019** in Council Chambers, Oak Bay Municipal Hall.

In Attendance:

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

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: Matt Fairbarns, Councillor Braithwaite

The meeting was called to order at 7:04pm.

I. APPROVAL OF THE AGENDA

Moved by Suzanne Weckend, Seconded by Ann Wilmut THAT THE AGENDA BE ADOPTED.

Carried

II. MINUTES Commission (2019-09-04)

Moved by Stuart Culbertson, Seconded by Jim Hoffman THAT THE MINUTES OF THE SEPTEMBER 4, 2019 MEETING OF THE PARKS, RECREATION & CULTURE COMMISSION BE ADOPTED AS PRESENTED.

Carried

Darlene Therrien joined the meeting at 7:07 pm.

Will Moore joined the meeting at 7:10 pm.

III. PUBLIC PARTICIPATION

None

IV. CORRESPONDENCE

None

V. UNFINISHED BUSINESS

Urban Forest Strategy Update

Manager of Parks Services gave an update on the Urban Forest Strategy and noted that the draft tree protection bylaw has been completed and is currently being reviewed by senior staff.

Information is being gathered to update the municipal website with new tree information which will include the tree bylaw, frequently asked questions and general information regarding the benefits of trees and what residents can do to help to grow Oak Bay's urban forest.

Oak Bay Parks, Recreation and Culture have partnered with the Community Association of Oak Bay with a "Grow the Oak in Oak Bay" campaign. This partnership is directly focused on planting trees on private lands and hopes to meet the tree planting targets identified in the Urban Forest Strategy of 266 trees a year.

VI. NEW BUSINESS

Covered Bike Shelter at Windsor Pavilion

Joan Peggs was in attendance to represent the Rotary Club of Oak Bay.

The Rotary Club of Oak Bay has inquired about the possibility of raising funds to construct a covered bike shelter close to Windsor Pavilion. The Parks department has received feedback from Windsor park patrons that a covered and well-lit bike shelter would be very well received. The bike shelter could also provide cover for strollers thus reducing the request to take them in the building on rainy days.

The Rotary Club proposed to raise funds for this project through the sale of a "Buy a Brick" program modeled after the Rotary Club of West Shore's success fund raising campaign for the Sarah Beckett Memorial Playground. The brick could be engraved with donor's name, favorite quote or in memory of a loved one and will be laid in the concrete. The cost for each brick is to be determined. The total cost of the shelter is \$18,000 and labour for the construction would be covered through the Park operating accounts.

Discussion ensued regarding potential funding for other projects in addition to the proposed bike shelter. The Playground Subcommittee expressed interest to meet with the Rotary Club's Community Services to discuss the possibility of funding for future playground modernization issues.

Moved by Stuart Culbertson, Seconded by Darlene Therrien THAT THE PARKS, RECREATION & CULTURE COMMISSION APPROVE THE REQUEST FROM THE ROTARY CLUB OF OAK BAY TO BEGIN FUND RAISING FOR THE "BUY A BRICK" PROGRAM TO COVER THE MATERIAL COSTS OF A COVERED BIKE SHELTER AT WINDSOR PARK AND THAT THE PLAYGROUND SUBCOMMITTEE MEET WITH ROTARY'S COMMUNITY SERVICES COMMITTEE TO DISCUSS PLAYGROUND MODERNIZATION ISSUES.

Carried
Ann Wilmut opposed.

Joan Peggs left the meeting at 7:50 pm.

Oak Bay Recreation Centre Opening Hours

Staff received a petition signed by 38 early morning swim participants requesting that the Oak Bay Recreation Centre be opened at 5:30 am instead of the current opening time of 6:00 am. It was noted that the Centre is currently open at 6:00 am for all services and facilities and closes at 12:30 am each night which allows for a 5.5 hour period for all maintenance tasks to be completed. Concern was noted that by reducing the time the Centre is closed would be a challenge for Maintenance staff to complete all of the required tasks each night.

Stuart Culbertson left the meeting at 8:00pm.

Options were discussed noting staffing considerations, ability for Maintenance staff to complete the cleaning of the building including ice and pool quality maintenance, financial impact and the effect on other users of the facilities.

Moved by Darlene Therrien, Seconded by Jim Hoffman THAT GIVEN THE FINANCIAL IMPACT, THE CONSTRICTION OF OVERNIGHT MAINTENANCE TIME, THE POTENTIAL CHALLENGES IN RECRUITING STAFF FOR AN EARLIER START TIME AND THE POTENTIAL IMPACT ON THE LATE NIGHT USERS, THAT THE POOL OPERATING HOURS REMAIN AS STATUS QUO.

Carried

VII. REPORTS

Program/Parks/Physical Plant Report

The Manager of Recreation & Culture gave an overview of the program reports including highlighting the professional training development that is being offered to licensed care staff, the high demand for Private Swim lesson bookings, and the introduction of a drop-in Yoga session.

It was reported that the Bowker Creek mural is now complete and public feedback has been very positive.

Personnel Report

The Daytime Maintenance Technician and Gardener II (temporary) positions were posted and interviews are being conducted. An Aquatic Programmer position has been posted due to a resignation and the Marketing Assistant position will be posted shortly due to the incumbent retiring.

Director's Report

The Director reported that staff have been working on the budget process for 2019/2020 in preparation for the November Commission meeting.

Moved by Darlene Therrien, Seconded by Jim Hoffman THAT THE REPORTS BE RECEIVED.

Carried

VIII. ADJOURNMENT

Moved by Will Moore, Seconded by Suzanne Weckend THAT THE REGULAR MEETING OF THE PARKS, RECREATION & CULTURE COMMISSION BE ADJOURNED.

Carried

The regular meeting was adjourned at 8:20pm.