

REPORT of the regular monthly meeting of the OAK BAY PARKS, RECREATION & CULTURE COMMISSION held on Wednesday, February 1, 2017 in the Council Chambers, Oak Bay Municipal Hall.

**In Attendance:**

Matt Fairbarns, Vice Chair  
Darlene Therrien  
Stuart Culbertson  
Ann Wilmut  
Jim Hoffman  
Will Moore  
Councillor Braithwaite

**Staff:**

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

Regrets: Monty Holding, Suzanne Weckend, Janet Donald

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

**I. ADOPTION OF AGENDA**

Moved by Darlene Therrien, Seconded by Stuart Culbertson THAT THE AGENDA BE ADOPTED AS PRESENTED.

Carried

**II. MINUTES** Commission (2017-01-04)

Moved by Will Moore, Seconded by Jim Hoffman THAT THE MINUTES OF THE JANUARY 4, 2017 MEETING OF THE PARKS, RECREATION & CULTURE COMMISSION BE ADOPTED.

Carried

**III. PUBLIC PARTICIPATION**

None

**IV. CORRESPONDENCE**

None

**V. UNFINISHED BUSINESS**

Rescheduled Beach Seine Net Event

The Beach Seine Net event on December 12, 2016 that was approved at the November 2, 2016 Commission meeting was cancelled due to inclement weather. The organizers of the event would like to reschedule to Sunday, June 25, 2017 at Willows Beach.

Moved by Jim Hoffman, Seconded by Darlene Therrien THAT THE COMMISSION APPROVES THE REQUEST FROM THE FRIENDS OF UPLANDS PARK AND THE ROYAL BC MUSEUM TO HOLD A BEACH SEINE NET EVENT AT WILLOWS BEACH ON JUNE 25, 2017 FROM 9:30AM TO 11:30AM.

Carried

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Public Art Policy

An updated draft of the Public Art Policy was presented to the Commission with clarifications as requested at the September 7, 2016 Commission meeting. Discussion ensued and the Public Art Policy was accepted as presented.

Moved by Stuart Culbertson, Seconded by Will Moore THAT THE PARKS, RECREATION & CULTURE COMMISSION RECOMMENDS TO OAK BAY COUNCIL THAT THE REQUEST FOR FUNDING IN THE PROPOSED PUBLIC ART POLICY BE REFERRED TO ESTIMATES FOR CONSIDERATION FOR INCLUSION IN THE 2017-2021 FINANCIAL PLAN.

Carried.

Moved by Darlene Therrien, Seconded by Jim Hoffman THAT THE PARKS, RECREATION & CULTURE COMMISSION RECOMMENDS TO OAK BAY COUNCIL THAT THE REVISED PUBLIC ART POLICY AND THE PUBLIC ART COMMITTEE TERMS OF REFERENCE BE ADOPTED PENDING COUNCIL'S FINANCIAL APPROVAL.

Carried.

Dogs at Windsor Park Update

It was reported that the concern of Dogs at Windsor Park has improved and that staff continues to work with user groups and dog owners. Discussion ensued as to the option of installing a pathway around the parks to encourage dog owners to use the outside parameters of the park space. Staff were requested to bring costing to a future meeting for consideration.

Moved by Darlene Therrien, Seconded by Will Moore THAT THE DOGS AT WINDSOR SUBCOMMITTEE BE PUT ON HOLD PENDING FURTHER STAFF REPORTS OVER THE NEXT FEW MONTHS AS NEEDED AND THAT STAFF BE DIRECTED TO COST OUT A PATHWAY AROUND WINDSOR AND CARNARVON PARKS.

Carried.

**VI. NEW BUSINESS**Wall of Fame

As part of a review of its processes related to committees, Council has eliminated a separate Wall of Fame Selection Committee and have asked that this task be undertaken by a sub-committee of the Parks, Recreation & Culture Commission. Council agreed that the subcommittee should be comprised of: the Council liaison to the Commission; the Chair of the Commission; and two representatives from the Commission, selected by the Commission.

Moved by Stuart Culbertson, Seconded by Ann Wilmut THAT THE PARKS, RECREATION & CULTURE COMMISSION ESTABLISH A WALL OF FAME SELECTION SUBCOMMITTEE FOR 2017.

Carried.

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Moved by Will Moore, Seconded by Jim Hoffman THAT THE SUB-COMMITTEE BE COMPRISED OF THE COUNCIL LIAISON, THE CHAIR, AND TWO MEMBERS OF THE COMMISSION TO BE SELECTED AT THE FEBRUARY 1, 2017 COMMISSION MEETING.

Carried.

Commission members Stuart Culbertson and Darlene Therrien were selected for the 2017 Wall of Fame Sub-committee.

#### Municipal Playgrounds

Commission member Ann Wilmut expressed interest in working towards improving municipal playgrounds to include shade, rain shelter, seating, perimeter barriers, picnic tables, multi-age appropriate equipment and protected clear surfaces for children to play safely. It was suggested that funds be included in the 2018 budget for this purpose. Staff recommended that an inventory of all municipal playgrounds be compiled to identify the amenities at each location.

Moved by Darlene Therrien, Seconded by Ann Wilmut THAT STAFF BRING AN INVENTORY OF MUNICIPAL PLAYGROUNDS TO THE APRIL COMMISSION MEETING.

Carried.

### **VII. REPORTS**

#### Program Reports

Distributed for information.

#### Personnel Report

The Community Recreation Coordinator position has been filled and the Sports Coordinator will be posted in mid-February. The position of Secretary 1 – Administrative Assistant has been shortlisted and interviews will be conducted shortly.

#### Finance Report

The Manager of Administrative Services reported that the Department has met budget even with the additional costs of the unscheduled pool closure.

#### Directors Report

The Director reported that the Urban Forest Strategy would be presented at the April Commission meeting. The new registration software will go live on April 3, 2017.

Moved by Stuart Culbertson, Seconded by Jim Hoffman THAT THE REPORTS BE APPROVED.

Carried

### **VIII. ADJOURNMENT**

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

Carried

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The regular meeting was adjourned at 9:08 pm.