

REPORT of the regular monthly meeting of the OAK BAY PARKS AND RECREATION COMMISSION held on Wednesday, October 7, 2015 in the Council Chambers, Oak Bay Municipal Hall.

In Attendance:

Sandi Piercy, Chair
Darlene Therrien
Rick Marshall,
Victor Lotto
Alison Davis
Councillor Braithwaite

Staff:

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

Regrets: Chris Smith, Matt Fairbarns, Linda Allen

The meeting was called to order at 7:55pm.

I. ADOPTION OF AGENDA

The item of Oak Bay Arts Strategy was added to Correspondence.

Moved by Alison Davis, Seconded by Victor Lotto THAT THE AGENDA BE ADOPTED AS AMENDED.

Carried

II. MINUTES Commission (2015-09-09)

Moved by Darlene Therrien, Seconded by Alison Davis THAT THE MINUTES OF THE SEPTEMBER 9, 2015 REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION BE ADOPTED.

Carried

III. PUBLIC PARTICIPATION

None

IV. CORRESPONDENCE

Oak Bay Arts Strategy

A draft of the Oak Bay Arts Strategy was distributed for information.

Moved by Rick Marshall, Seconded by Victor Lotto THAT STAFF WORK WITH THE OAK BAY ARTS LAUREATE ON PREPARATIONS FOR THE 2016 ARTS PROGRAM.

Carried

V. UNFINISHED BUSINESS

None

VI. NEW BUSINESS

Willows Beach Accessibility (Director, 2015-10-07)

Correspondence was received from a resident requesting a ramp be established to access the beach at Willows Park without utilizing the stairs.

The Director reported that the majority of users access Willows Beach via the stairs located near the main area of the park. However, for those who cannot, or do not wish to, use the stairs, a sloped access is available at the southern end of the Esplanade, at the end of Bowker Avenue.

He noted that any additional ramp that would be built from the Esplanade to the beach would require significant funding, both in terms of construction and design. It would be costly to dig into the soil on the upper level given the archaeological sensitivity of the area, and the lower area would require the approval of the Department of Fisheries and Oceans, which would require an application and approval process. In order to fully examine either options, funding would be required to obtain a detailed design.

It was agreed that staff be advised to respond to the resident advising that access to Willows Beach without utilizing stairs is available off the end of Bowker Avenue, and that although establishing an additional ramp to the beach level is not a priority at this time, modifications to improve the existing access will be made in the Spring.

Moved by Darlene Therrien, Seconded by Rick Marshall THAT THE RESIDENT BE ADVISED THAT ACCESS TO WILLOWS BEACH WITHOUT UTILIZING STAIRS IS AVAILABLE OFF THE END OF BOWKER AVENUE, AND THAT MODIFICATIONS TO IMPROVE THE EXISTING ACCESS WILL BE MADE.

Carried

Carnarvon Room Rental (Director, 2015-10-07)

The Director reported that Paddington Station Daycare has now relocated to the Neighborhood Learning Centre at Oak Bay High School, leaving the previous space at Carnarvon Park vacant. Bays United FC has expressed interest in renting the space in order to store the Club's equipment.

The building at Carnarvon Park has deteriorated significantly in recent years and staff have no plans to program the vacant space given the poor condition of the building. Knowing that the building is near the end of its useful life, staff do not want to spend significantly in order to allow for occupancy of the spaces.

Bays United has viewed the available space, and is aware that the building is unlikely to be usable in the long term. However, they are keen to make use of the space for whatever length of time it would be accessible to them on a monthly basis. Staff reported that the reasonable value for space of that type, size and condition would be \$150 per month. Bays United would also pay a portion of the hydro costs for the building and be responsible for costs to install shelving. All other typical rental criteria (e.g. liability insurance) would also be included in the rental agreement.

Moved by Rick Marshall, Seconded by Victor Lotto THAT THE COMMISSION RECOMMEND TO COUNCIL APPROVAL OF A \$150 PER MONTH RENTAL FEE FOR THE CARNARVON CENTRE STORAGE SPACE.

Carried

VII. REPORTS

Program Reports

Manager, Recreation Program Services informed Commission that an art installation system has been erected at the Neighbourhood Learning Centre to feature artwork that can be changed throughout the year.

A 40th anniversary celebration of the Oak Bay Recreation Centre will be held on Saturday, October 24th and feature 1975 admission prices.

Manager, Parks Services noted that Habitat Acquisition Trust is hosting a public Urban Forest panel discussion with local tree experts and urban planners at Windsor Pavilion on Tuesday, November 3rd from 7 – 9pm. The Annual Tree Appreciation Day will be held on Sunday, November 8th at Uplands Park from 10am to noon.

Personnel Report

Full time position of Midnight Maintenance Person has closed and the interview process is in progress.

Full time position of Facility Maintenance Technician/Person has been posted. This position will be working a combination of daytime and afternoon maintenance shifts.

Finance Report

August 2015, Month End Statement

	<u>2015</u>	<u>%</u>	<u>2014</u>	<u>%</u>
YTD Revenue at month end	\$5,233,121	71.79	\$5,009,863	71.41
YTD Expenditures at month end	\$7,501,690	66.11	\$7,390,420	67.97
YTD Net Expenditure at month end	\$2,268,569	55.90	\$2,380,557	61.71
YTD Net Expenditure at month end (adj.)	\$2,268,569	55.90	\$2,469,047	64.01

Neighbourhood Learning Centre Update

The Director reported that staff and patrons are enjoying the space at the Neighbourhood Learning Centre. The Operating Agreement and Joint Use Agreements will be presented to Council on Tuesday, October 13th and staff continue to work on the minor deficiency list.

Director's Report

In response to a request by Commission at the September meeting, a Bowker Creek information session was arranged prior to the October Commission meeting. It was reported that the official opening of Bowker Creek will be held on November 6th.

The Director reported that the Urban Forest Strategy RFP and the Registration Software RFP are now live on BC Bid and will close at the end of October.

Moved by Rick Marshall, Seconded by Darlene Therrien THAT THE REPORTS BE APPROVED.

Carried

VIII. ADJOURNMENT

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

Carried

The regular meeting was adjourned at 9:05pm.