

REPORT of the regular monthly meeting of the OAK BAY PARKS AND RECREATION COMMISSION held on Wednesday, March 4, 2015 in the Council Chambers, Oak Bay Municipal Hall

In Attendance:

Sandi Piercy, Chair
Darlene Therrien
Victor Lotto
Matt Fairbarns
Rick Marshall
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: Alison Davis, Chris Smith, Linda Allen

The meeting was called to order at 7:05pm.

I. ADOPTION OF AGENDA

It was agreed that the Director reports will now be included in the report portion of the agenda.

Moved by Matt Fairbarns Seconded by Rick Marshall THAT THE AGENDA BE ADOPTED AS AMENDED.

Carried

II. MINUTES Commission (2015-02-04)

Moved by Darlene Therrien, Seconded by Matt Fairbarns, THAT THE MINUTES OF THE FEBRUARY 4, 2015 REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION BE ADOPTED.

Carried

It was noted that the minutes be amended to reflect that the Commercial Use of Parks task group met once, not twice as reported. Incorrect spelling of surnames were also amended.

Moved by Matt Fairbarns, Seconded by Victor Lotto, THAT THE MINUTES OF THE FEBRUARY 4, 2015 REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION BE ADOPTED AS AMENDED.

Carried

III. CORRESPONDENCE

Eliminator Triathlon Request (Dibden, 2014-11-28)

The Director reported that at the meeting of February 4, 2015 the Commission considered a request from Human Powered Racing to hold the Eliminator Triathlon at Willows Park on July 19, 2015. The Commission directed staff to obtain a financial statement for the 2014 triathlon including the amount given to the partner charity, information regarding any youth clinics that took place, and an indication as to whether an alternative date would be manageable and bring the information back to the March 4, 2015 meeting. The financial information was obtained and circulated for information.

Discussion ensued and it was agreed although the 2014 triathlon resulted in a financial loss, the event is still commercial in nature. It was agreed that the proposed Decision Guide for Commission should be followed to avoid contravention of the municipal bylaws. Staff noted that the MEC Paddlefest has been approved for July 18th at Willows Beach Park but there is no conflict for the July 19th date.

Mr. Dibden joined the meeting at 7:20pm.

Mr. Dibden did not have any additional information to provide to Commission but did confirm that the Victoria Sexual Assault Centre (VSAC) was on site in 2014 to use the event as a fundraising venue. He noted that the 2015 goal of Human Powered Racing is to cover expenses and hope to gain a profit from the event and that some of the registration revenue could go to VSAC.

Moved by Matt Fairbarns, Seconded by Darlene Therrien THAT COMMISSION DOES NOT RECOMMEND THE ELIMINATOR TRIATHLON EVENT BUT NOTES THE OBJECTIVES OF THE COMPETITION ARE CONSISTENT WITH THE GOALS AND OBJECTIVES OF THE PARKS AND RECREATION COMMISSION AND PROVIDES AN OPPORTUNITY FOR A RECOGNIZED CHARITY.

Carried

It was suggested that Mr. Dibden may want to address a letter to Council to appeal the decision for the next Committee of the Whole meeting on March 16th. The Director will forward information to Mr. Dibden regarding that option.

Mr. Dibden left the meeting at 7:45pm.

IV. UNFINISHED BUSINESS

Commercial Use of the Parks Task Group Update - verbal

Rick Marshall reported that the task group met and continues to discuss how to mitigate negative impacts on the municipal parks. The task group will provide a report for the April Commission meeting.

It was agreed that the task group will now be referred to as the Event Use in the Parks Task group to accurately reflect the focus of the group.

Bowker Creek Pathway

The Director, Parks & Recreation provided a summary of discussion and direction to date regarding the pathway along Bowker Creek between Oak Bay High School and Hampshire Road. It is Staff's recommendation to wait until the creek remediation and pathway upgrade is completed on the Oak Bay High School site before any further work is undertaken related to this project.

Commission members felt that the bridge is problematic for cyclists, wheelchairs and strollers, and that the path needs to be widened to 3 meters to be safe, particularly given the anticipated increase in use once the High School project is completed. Staff were directed to move this project forward, and to work with the Engineering Department to bring back options to improve the pathway, along with cost estimates for construction. The Director advised that costs for design of this portion of the path were expected to be at a level that could be accommodated within the operating budget, if need be.

Moved by Darlene Therrien, Seconded by Rick Marshall THAT STAFF WORK WITH THE ENGINEERING DEPARTMENT TO DEVELOP SOLUTION OPTIONS AND COST ESTIMATES FOR REMEDIATION OF THE BOWKER CREEK PATHWAY BETWEEN OAK BAY HIGH SCHOOL AND HAMPSHIRE ROAD, AND TO REPORT BACK TO THE COMMISSION.

Carried

V. **REPORTS**

Program Reports

Manager, Recreation Program Services reported that the Monterey Recreation Centre Rummage Sale was a great success on Saturday, February 28th and raised \$8953 for the Oak Bay Senior's Activity Association.

Parks Reports

Manager, Parks Services reported that a memorial bench has been ordered to replace the bench that was damaged by arson.

Personnel Report

A full-time Receptionist is on maternity leave effective March 1st, 2015. The position has been filled by the regular part-time (RPT) Receptionist. The RPT position has now been posted for a one year term.

Summer Parks Labourer positions – interviews are now complete and eight positions will be awarded

Spring Break Camp staff have been hired and Summer Camp postings close on March 6th.

Finance Report

January 2015, Month End Statement

	<u>2015</u>	<u>%</u>	<u>2014</u>	<u>%</u>
YTD Revenue at month end	\$833,615	11.60	\$812,790	11.58
YTD Expenditures at month end	\$1,032,523	9.24	\$1,009,590	9.28
YTD Net Expenditure at month end	\$198,908	4.98	\$196,800	5.10
YTD Net Expenditure at month end (adj.)	\$198,908	4.98	\$196,800	5.10

Neighbourhood Learning Centre Update

Director, Parks & Recreation reported that staff are currently obtaining quotes for purchasing new equipment for the Neighbourhood Learning Centre. The Operating Agreement has been drafted and is being reviewed, the Joint Use Agreement will begin to be drafted shortly. A meeting has been scheduled with staff, Rotary, School District and Farmer's Construction to plan the removal of the Teen Centre portable.

Final Budget 2015

Manager, Administrative Services reported that the Parks & Recreation Department concluded 2014 with a net operating expenditure of \$3,459,767 which is 10.31% or \$397,742 less than the approved net budget of \$3,857,509.

It was noted that drop-in admissions were up over 2014 expectations. There was a significant increase in afterschool registrations in the winter and spring prior to the school strike and summer camps had a very good year. Staff responded well to the school strike and were able to offer many camps to make up for the lost revenue in afterschool care. The Parks division received the BCHydro ReGreen and Habitat Stewardship grants in 2014.

The 2014 capital program was on budget with no significant variances. It was noted a few projects will be carried forward to 2015 for completion.

The 2015 Parks & Recreation Department's net operating budget request is for \$4,011,419, which is a \$168,911 or 4.38% increase over the 2014 approved budget. The increase included two new costs, legal fees (\$5,000) and charges for work done by the Public Works department on Parks' behalf (net \$15,000). These costs will be covered by reductions in other municipal budgets. Prior to these additions the Parks & Recreation Department's net operating budget increase for 2015 was 3.86%.

It was noted that the 2015 budget maintains current service levels in all areas with the exception of changes resulting from the opening of the Neighbourhood Learning Centre.

Moved by Victor Lotto, Seconded by Matt Fairbarns THAT THE 2015 OPERATING BUDGET BE RECOMMENDED TO COUNCIL FOR APPROVAL AS PRESENTED.

Carried

Moved by Darlene Therrien, Seconded by Rick Marshall THAT THE 2015 CAPITAL BUDGET BE RECOMMENDED TO COUNCIL FOR APPROVAL.

Carried

Moved by Matt Fairbarns, Seconded by Victor Lotto THAT 2015 FEES AND CHARGES BE RECOMMENDED TO COUNCIL FOR APPROVAL.

Carried

Moved by Darlene Therrien, Seconded by Victor Lotto THAT THE REPORTS BE APPROVED.

Carried

Director's Report

Commission members were informed that the Joint Council & Commission Estimates meeting will be held on March 25th at 5:30pm.

Paddle for Health has been approved on the staff level and will take place on Saturday, September 12th, 2015 at Willows Beach.

VI. NEW BUSINESS

Camas Day Entertainment

Director, Parks & Recreation reported that Camas Day has become an annual event put on by the Friends of Uplands Park. This year's event is scheduled for Sunday, May 3rd from 1:00pm to 4:00pm at Cattle Point. Event organizers have requested permission to have the Bald Eagles band play for the duration of the event. Staff have attended previous events, and the volume level of the band was appropriate, and people enjoyed the music. One complaint was received two years ago from a neighbour, while no complaints were received last year.

Moved by Rick Marshall, Seconded by Matt Fairbarns THAT THE COMMISSION GRANT PERMISSION FOR THE BALD EAGLES BAND TO PLAY AT CATTLE POINT ON SUNDAY, MAY 3rd, 2015 FROM 1:00PM TO 4:00PM AS PART OF CAMAS DAY CELEBRATIONS.

Carried

VII. ADJOURNMENT

Moved by Matt Fairbarns, Seconded by Victor Lotto THAT THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION BE ADJOURNED. AND THAT A CLOSED SESSION BE CONVENED TO DISCUSS PERSONAL INFORMATION ABOUT AN IDENTIFIABLE INDIVIDUAL WHO IS BEING CONSIDERED FOR A MUNICIPAL AWARD OR HONOUR, OR WHO HAS OFFERED TO PROVIDE A GIFT TO THE MUNICIPALITY ON CONDITION OF ANONYMITY.

Carried

Rick Marshall opposed.

The regular meeting was adjourned at 9:50pm.