

MINUTES of a joint meeting of the ESTIMATES COMMITTEE of the Municipal Council of The Corporation of the District of Oak Bay and the Oak Bay PARKS, RECREATION AND CULTURE COMMISSION, held in the Council Chambers, Oak Bay Municipal Hall, 2167 Oak Bay Avenue, Oak Bay, B.C., on Wednesday, March 15, 2017.

PRESENT: Mayor N. Jensen (Chair)
Councillor H. Braithwaite
Councillor M. Kirby
Councillor E. Zhelka

PARKS & RECREATION COMMISSION: Monty Holding
Jim Hoffman
Stuart Culbertson
Janet Donald
Darlene Therrien

STAFF: Chief Administrative Officer, H. Koning
Director of Financial Services, D. Carter
Director of Corporate Services, W. Jones
Director of Parks, Recreation and Culture, R. Herman
Manager of Administrative Services, G. Brown
Manager of Recreation and Culture, J. Barclay
Manager of Parks Services, C. Hyde-Lay
Manager of Financial Services, D. Costin

Mayor Jensen called the meeting to order at 5:36 PM. He thanked Commission members and Parks, Recreation and Culture staff for their commitment to and great work for the community.

COMMUNICATIONS:

1. ***2016 Year End and 2017 Budget***
 - Report – Manager of Administrative Services, Parks, Recreation and Culture – March 1, 2017

The memorandum prepared by the Manager of Administrative Services, which reviewed the 2016 actual results, and provided a summary of the major items contained in the 2017 operating and capital budget was discussed in detail.

It was noted that factors contributing to a very successful 2016 were increases in admissions, facility rentals and program registrations. Afterschool Care continued to see increases in attendance. Camps in all departments performed very well and aquatic private and group lessons were up significantly despite the pool being shut down for approximately one month in December due to a leak that required repair. In 2016 resources and significant staff were committed to begin the implementation of a new software registration program.

It was reported that the 2016 capital program was on budget with no significant variances with a few projects being carried forward to 2017 for completion.

The changes from 2016 to 2017 budgets were reviewed and discussed. Staff noted that Oak Bay continues to have the highest admission fees in the region so no increase in admission or pass rates is proposed for 2017. Facility rental rates and golf course fees are scheduled to increase by 2%.

The Manager of Administrative Services noted that the 2017 budget maintains current service levels in all areas. Not including any potential salary increases the net expenditure proposed for 2017 over 2016 is (-2.52%).

Discussion ensued regarding the challenge of balancing admission and program fees and ability to pay with the need to generate revenue. The Director of Parks and Recreation outlined the various initiatives designed to assist those in need to access programs and facilities.

Members of Council thanked staff for their efforts in 2016 and their work in preparing an excellent 2017 budget.

MOVED and seconded: The Committee recommends that the Oak Bay Parks, Recreation & Culture 2017 Budget be received for information and referred to the Estimates Committee of Council for consideration.

CARRIED

ADJOURNMENT:

It was the consensus of the Estimates Committee that the meeting be adjourned.

The meeting adjourned at 7:43 PM.

Certified Correct:

Chair

Director of Corporate Services