

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 9, 2016.

PRESENT: Mayor N. Jensen (Chair)  
Councillor H. Braithwaite  
Councillor T. Croft  
Councillor M. Kirby  
Councillor K. Murdoch  
Councillor T. Ney  
Councillor E. Zhelka

PARKS & RECREATION COMMISSION: Matt Fairbarns  
Jim Hoffman  
Monty Holding  
Sandi Piercy  
Darlene Therrien

STAFF: Chief Administrative Officer, H. Koning  
Director of Financial Services, D. Carter  
Acting Director of Corporate Services, M. 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  
Executive Assistant, M. Kreiger

Mayor Jensen called the meeting to order at 5:36 PM.

MOVED and seconded: That the agenda be amended by adding public participation as item 7.

CARRIED

COMMUNICATIONS:

1. **2015 Year End and 2016 Budget**
  - Report – Manager of Administrative Services, Parks, Recreation and Culture – February 25, 2016

The memorandum prepared by the Manager of Administrative Services, which reviewed the 2015 actual results, and provided a summary of the major items contained in the 2016 operating and capital budget was discussed in detail.

It was noted that factors contributing to a very successful 2015 were an increase in admissions, facility rentals and movie permits. Afterschool Care saw a dramatic increase in attendance partially due to the new facilities at the Neighbourhood Learning Centre and a reduction of staff costs due to program being held in one facility. Camps in all departments performed very well and Aquatic private and group lessons were up despite 2015 being a pool shut down year. On the expense side, vacancies in Oak Bay Recreation

Centre maintenance and the Parks department reflected a decrease in wages in 2015 but plans are in place to fill these vacancies in 2016.

It was reported that the 2015 capital program was on budget with no significant variances with a few projects being carried forward to 2016 for completion.

The changes from 2015 to 2016 budgets were reviewed and discussed. Staff noted that Oak Bay continues to have the highest admission fees in the region and propose no increase in admission and pass rates in 2016.

The question was raised as to the budgetary ramifications of having the SportsView Deli Bar & Grill remain open for the first two weeks of June versus closing at the end of May. The Manager of Administrative Services reported that the additional two weeks would result in an additional deficit of \$1,900. It was noted that, unless Council directs otherwise, the space will be utilized in the last half of June and the remainder of the summer for camp programs.

Concern was expressed over the 16% difference between actual and budget for 2015 and the request for a 2.47% increase. Staff were asked what the affect would be to have the Parks, Recreation & Culture 2016 Operating budget come in at 0% increase over 2015 budget.

The Manager of Administrative Services noted that the 2016 budget maintains current service levels in all areas with the exception of changes resulting from the opening of the Neighbourhood Learning Centre and the addition of Culture.

The Manager of Recreation & Culture Programs reported that filming opportunities look positive in 2016 with the strength of the American dollar and tax implications. Film production costs have been added to the Fees and Charges.

#### PUBLIC PARTICIPATION PERIOD:

2. The following speakers addressed Committee during the Public Participation Period:

James Murtagh, Oak Bay resident, stated that the Parks Recreation and Culture department is very well run but that he is concerned regarding the tax burden overall. With respect to the 2016 Parks, Recreation and Culture Budget specifically, Mr. Murtagh questioned the expenditure on the Carnarvon Park Plan and the need to fund staff positions that were not filled in 2015. He concluded his remarks by noting that there should not be an assumption that budgets increase and that the impact of increases should be better identified.

James Sultanum, Oak Bay resident, commented that he agreed with the previous speaker. Mr. Sultanum noted that he is fairly supportive of the budget for this department, but that consideration should be given to how the tax burden can be reduced overall.

The Director of Parks, Recreation and Culture commented on the public input, specifically with respect to staffing costs, noting that choosing not to fill positions would have an impact on service levels and potentially on the associated fees received for these services. Mr. Herman also noted that this could have an impact on the Corporation's commitments to the union.

There being no further input from the public, Mayor Jensen offered concluding remarks, noting the value to the community offered by the Parks Recreation and Culture Department, and thanking both staff and Commission members for their efforts with respect to the 2016 budget.

ADJOURNMENT:

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

The meeting adjourned at 8:04 PM.

Certified Correct:

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Chair

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Acting Director of Corporate Services