

REPORT of the regular monthly meeting of the OAK BAY PARKS AND RECREATION COMMISSION held on Wednesday, April 2, 2014 in the Council Chambers, Oak Bay Municipal Hall

In Attendance:

Sandi Piercy, Chair
Chris Smith
Brian Sharp
Alison Davis
Rick Marshall
Matt Fairbarns
Darlene Therrien
Victor Lotto
Councillor Ney

Staff:

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

Regrets: Linda Allen

The meeting was called to order at 7:00pm.

I. ADOPTION OF AGENDA

Moved by Darlene Therrien, Seconded by Brian Sharp THAT THE AGENDA BE ADOPTED.
Carried

II. MINUTES Commission (2014-03-05)

Moved by Brian Sharp, Seconded by Victor Lotto, THAT THE MINUTES OF THE MARCH 5, 2014 REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION BE ADOPTED.
Carried

III. UNFINISHED BUSINESS

New Triathlon Proposal – Willows Park (Victoria Sexual Assault Centre)

Correspondence was received at the February and March Commission meeting requesting use of Willows Beach / Park to hold a sprint triathlon event on August 24, 2014. At the March 5th meeting the Commission recommended the event for consideration by Council. However, at the March 17th, 2014 Committee of the Whole meeting the request was denied given that the proponent is a private business, running the event for profit.

Correspondence was received from the Victoria Sexual Assault Centre, who has now partnered with the event and confirmed that the Triathlon event would be a fundraiser on their behalf.

Moved by Rick Marshall, Seconded by Linda Davis THAT THE PARKS AND RECREATION COMMISSION APPROVE THE USE OF WILLOWS PARK FOR THE OAK BAY ELIMINATOR TRIATHLON ON AUGUST 24, 2014, AND THAT THE COMMISSION RECOMMEND TO COUNCIL THAT APPROVAL FOR THE EVENT BE GRANTED GIVE THAT IT IS A FUNDRAISER FOR THE VICTORIA SEXUAL ASSAULT CENTRE.

Carried

Alison Davis and Matt Fairbarns joined the meeting at 7:15pm.

Discussion ensued regarding the current policy that annual returning events without changes can be approved at staff level and if Commission would like to continue in this manner for future events. Concern was raised as to the increasing number of events being proposed in the future, especially the Willows Park location. Staff commented that the Municipal Clerk is currently drafting guidelines to set Municipal policy that can partner with Commission guidelines.

IV. REPORTS

Program Reports

Manager, Recreation Program Services, reported that together with the Oak Bay Seniors Association, the District was successful in obtaining a Federal New Horizons grant for the purchase and installation of acoustic panels in the Garry Oak room to improve the sound quality for members with hearing challenges attending events.

Parks Reports

Manager, Parks Services reported that the Friends of Uplands Park held an “Ivy Off” event with over 30 volunteers in attendance who came to help pull the ivy from the oak trees along Beach Drive, on the Cattle Point side of Uplands Park.

The Irrigation Technician is currently replacing the brass irrigation heads throughout the municipality which will result in a decrease in water consumption.

Personnel Report

Full Time Horticultural Foreman has retired after 31 years of service effective March 31, 2014.

Full Time position of Receptionist, Oak Bay Recreation Centre has been filled.

Temporary position of Head of Reception, Oak Bay Recreation Centre has been filled.

Temporary position of Receptionist, Oak Bay Recreation Centre has been filled.

Full Time position of Midnight Maintenance has been posted.

Full Time position of Receptionist, Henderson Centre has been posted.

Summer camp interviews have been conducted and the Practical Night portion of the process will be held on April 4th in the Indoor Sports Field. Over 250 applications were received for 60 summer staff positions.

Finance Report

February 2014, Month End Statement

	<u>2014</u>	<u>%</u>	<u>2013</u>	<u>%</u>
YTD Revenue at month end	\$1,289,219	18.45	\$1,328,282	19.09
YTD Expenditures at month end	\$1,771,342	16.60	\$1,678,333	15.77
YTD Net Expenditure at month end	\$482,123	13.10	\$350,051	9.51
YTD Net Expenditure at month end (adj.)	\$288,239	7.83	\$350,051	9.51

Neighborhood Learning Centre Update

No update at this time.

Commercial Use in the Park Subcommittee Update

The subcommittee will report to Commission at the May meeting.

Urban Forest Management Plan Subcommittee Update

The subcommittee will report to Commission at the June meeting.

Final Budget 2014

Manager, Administrative Services reported that the Parks & Recreation Department concluded 2013 with a net operating expenditure of \$3,660,120 which is 0.61% or \$22,582 less than the approved net budget of \$3,682,702.

It was noted that drop-in admissions were up over 2013 expectations. The installation of the turnstiles for entrance to the pool and Oak Bay fitness studio made a big contribution to the increase.

The 2013 capital program was on budget with no significant variances. It was noted a few projects will be carried forward to 2014 for completion.

The 2014 Parks & Recreation Department's net operating budget request is for \$3,723,083, which is a \$40,381 or 1.1% increase over the 2013 approved budget. The 2014 budget maintains current service levels in all areas with exception of a 3 month summer closure for the SportsView Deli, Bar & Grill.

Discussion ensued following notification that the 2014 budget does not include funding for the invasive species removal project as the Municipality was unsuccessful in the grant submission for 2014. Concern was expressed that if the removal of invasive species is not continued on an annual basis that previous work would be not be maintained. Matt Fairbarns noted that the program would require 500 person hours to maintain the affected areas and move forward. Manager, Parks Services reported that staff are still planning to continue the work but the volume will be on a smaller scale. Two weeks of invasive species work has been included in the 2014 operating budget and staff are looking at alternate grant options. Manager, Administrative Services noted that the cost of 500 person hours would be approximately \$18,000 that would have to be added or absorbed into the operating budget.

The Sportsview will be closed for three months this summer as a pilot project. Discussion ensued regarding possible options for the future of the Sportsview Deli Bar & Grill.

Moved by Brian Sharp, Seconded by Chris Smith THAT STAFF BE DIRECTED TO ANALYZE LONGER TERM ALTERNATIVES FOR THE SPORTSVIEW AND LOUNGE SPACE, INCLUDING A COST BENEFIT ANALYSIS, BEYOND THE TEMPORARY USE OF SUMMER CAMPS.

Carried

Moved by Matt Fairbarns, Seconded by Rick Marshall THAT THE 2014 OPERATING BUDGET BE RECOMMENDED TO COUNCIL FOR APPROVAL AS PRESENTED WITH THE EXCEPTION OF THE INVASIVE SPECIES PROGRAM REVENUE LINE ITEM.

Carried

Moved by Brian Sharp, Seconded by Victor Lotto THAT THE 2014 CAPITAL BUDGET BE RECOMMENDED TO COUNCIL FOR APPROVAL.

Carried

Moved by Darlene Therrien, Seconded by Matt Fairbarns THAT FEES AND CHARGES BE RECOMMENDED TO COUNCIL FOR APPROVAL.

Carried

V. NEW BUSINESS

VI. DIRECTOR'S REPORT

VII. ADJOURNMENT

Moved by Chris Smith, Seconded by Darlene Therrien THAT THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION BE ADJOURNED.

Carried

The regular meeting was adjourned at 9:50pm