

REPORT of the regular monthly meeting of the OAK BAY PARKS, RECREATION & CULTURE COMMISSION held on Wednesday, February 3, 2016 in the Council Chambers, Oak Bay Municipal Hall.

**In Attendance:**

**Staff:**

Matt Fairbarns, Vice Chair  
Victor Lotto  
Darlene Therrien  
Jim Hoffman  
Ann Wilmut  
Councillor Braithwaite

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

Regrets: Alison Davis, Sandi Piercy, Monty Holding, Linda Allen

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

**I. ADOPTION OF AGENDA**

The following items were added to New Business:

- Role of Culture
- Rotary- Request for Event in the Park

Moved by Victor Lotto, Seconded by Ann Wilmut THAT THE AGENDA BE ADOPTED AS AMENDED.

Carried

**II. MINUTES**                      Commission                      (2015-11-04)

Moved by Darlene Therrien, Seconded by Jim Hoffman THAT THE MINUTES OF THE JANUARY 6, 2016 REGULAR MEETING OF THE PARKS, RECREATION & CULTURE COMMISSION BE ADOPTED.

Carried

**III. PUBLIC PARTICIPATION**

Jack Petrie was in attendance representing the Oak Bay Rotary Club. Mr. Petrie advised the Commission that the Rotary Club was looking at potentially hosting a "Celebration of Dogs" and was looking for direction from Commission to decide whether to pursue the idea. The event would take place in one of the municipal parks, include commercial activity and funds raised would go to the municipality. It was suggested to Mr. Petrie that he approach UVic to see if the field off Cedar Hill X Road would be a more appropriate venue for the event.

Mr. Petrie left the meeting at 7:20pm.

**IV. CORRESPONDENCE**

Public Art Program (2016-02-03, Manager, Recreation & Culture Programs)

In response to a request by Commission at the January meeting, the Manager, Recreation & Culture presented additional locations for the public art displays. She noted that the Arts Laureate plans to have a community voting component to select a piece of art to be purchased by the municipality (providing there are funds to do so) and proposes to

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consolidate the locations for the 10 permanent bases in and around the two main commercial districts where they will have the most visibility and encourage the most community participation in the voting. Two additional locations are being included at Henderson Recreation Centre and Queen's Park.

The long term plan for public art installation does recognize and endorse the distribution of permanent art throughout all of Oak Bay. When selecting the location for installing an art work permanently, Public Works and Parks Staff will work with the Arts Laureate to match the art piece with the most appropriate location. The permanent location will be brought forward at that time for approval.

Manager, Recreation & Culture noted that the addition of two temporary bases at Henderson Recreation Centre and Queen's Park would not increase the proposed engineering costs of \$7,000.

Moved by Darlene Therrien, Seconded by Jim Hoffman THAT COMMISSION RECOMMENDS TO COUNCIL THE PROPOSED LOCATIONS FOR TEN PERMANENT BASES AND TWO ADDITIONAL ART PIECES AS PUT FORWARD BY THE ARTS LAUREATE FOR THE 2016-17 PUBLIC ART INITIATIVE.

Carried

Moved by Darlene Therrien, Seconded by Jim Hoffman THAT \$7,000 REQUIRED FOR ENGINEERING COSTS TO ENSURE THE SAFE INSTALLATION OF THE ART BE INCLUDED IN BUDGET ESTIMATES FOR SPRING 2016.

Carried

**V. UNFINISHED BUSINESS**Dogs at Windsor Park

Discussion ensued regarding the concern of dog use at Windsor Park and the negative effects on the playing fields. The item will be added to the April agenda for further discussion.

**VI. NEW BUSINESS**

Vice Chair addressed a concern with attendance of Commission members and the importance of ensuring a quorum is reached at each meeting. Members were encouraged to give advanced notice to the Executive Assistant if they are unable to attend a meeting.

The Director, Parks, Recreation & Culture noted that, as per the amendment to the Oak Bay Parks, Recreation & Culture Bylaw, "A member who fails to attend three (3) successive meetings of the Commission, except because of illness or with leave of the Municipal Council, shall be deemed to have resigned his or her membership".

Role of Culture

Question was raised as to the role of the Commission with the addition of Culture in the mandate and how that related to the OCP. Director, Parks, Recreation & Culture noted that staff are looking at a Master Plan for the department as a whole, rather than individual

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areas. He noted that Culture has always been a focus of the department and has been delivered through programs, events such as concerts, and partnership events such as the Bowker Creek Brush up and Artist Tours. By adding culture to the mandate, it aids in bringing all cultural events under one umbrella. It was noted that the appointment of the Arts Laureate, introduction of filming in the municipality and the addition of a part time Arts & Culture programmer is a good beginning.

It was noted the importance of taking Council’s strategic priorities and the Official Community Plan into consideration when moving forward in the enhancement of culture in Oak Bay. Staff will provide Commission members with a copy of Council’s Strategic Priorities at the March budget meeting to prepare for discussion at the Estimates meeting.

**VII. REPORTS**

Program Reports

Staff reported that budget meetings are in progress in preparation for presenting the budget to Commission at the March meeting.

Personnel Report

The Head of Reception, Oak Bay Recreation, has entered a job share agreement effective March 1, 2016 with a full time Receptionist. The Full Time Receptionist position has been posted on a temporary basis.

The temporary position of Sports Coordinator has been posted to cover a maternity leave effective the end of April.

The new half-time regular position of Arts & Culture Programmer has been filled and commences on February 9<sup>th</sup>, 2016.

Finance Report

**December 2015, Month End Statement**

	<u>2015</u>	<u>%</u>	<u>2014</u>	<u>%</u>
YTD Revenue at month end	\$7,770,952	106.60	\$7,426,073	105.85
YTD Expenditures at month end	\$11,383,286	100.31	\$10,885,840	100.11
YTD Net Expenditure at month end	\$3,612,335	89.01	\$3,459,767	89.69
YTD Net Expenditure at month end (adj.)	\$3,612,335	89.01	\$3,459,767	89.69

Director Report

Director gave an update on the improvement of pathways along Bowker Creek. The Engineering Department has been tasked to engage a consultant on feasibility and costing and a draft report has been received and will be presented to Council at a future meeting.

The Joint Council and Commission Estimates meeting has been scheduled for Wednesday, March 9<sup>th</sup> at 5:30pm in Council Chambers.

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Moved by Ann Wilmut, Seconded by Jim Hoffman THAT THE REPORTS BE APPROVED.

Carried

**VIII. ADJOURNMENT**

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

Carried

The regular meeting was adjourned at 8:40 pm.