

REPORT of the regular monthly meeting of the OAK BAY PARKS AND RECREATION COMMISSION held on Wednesday, March 5, 2014 in the Council Chambers, Oak Bay Municipal Hall

In Attendance:

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

The meeting was called to order at 7:20pm.

I. ADOPTION OF AGENDA

Moved by Victor Lotto, Seconded by Alison Davis THAT THE AGENDA BE ADOPTED.
Carried

II. MINUTES Commission (2014-02-05)

Moved by Linda Allen, Seconded by Darlene Therrien, THAT THE MINUTES OF THE FEBRUARY 5, 2014 REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION BE ADOPTED.
Carried

III. DELEGATION

Oak Bay Arts Laureate, Barbara Adams was unable to attend the meeting and will be introduced at the May meeting.

IV. UNFINISHED BUSINESS

Commercial Use in the Park

As requested at the February Commission meeting, the topic of commercial use in the parks was included on the agenda. The Director noted that confirmation had been received that commercial use of Parks by a for-profit business is currently prohibited by the Zoning Bylaw.

Discussion ensued and it was agreed that a working group be created to discuss the boundaries within the Zoning Bylaw and ensure the terms are clear for future applicants prior to submitting requests

Matt Fairbarns, Darlene Therrien and Rick Marshall will gather information and report at the next Commission meeting.

MEC Paddlefest 2014 (Brady, 2013-12-18)

Correspondence was received at the February Commission meeting requesting use of Willows Park, including the beach area, for the annual Mountain Equipment Co-op PaddleFest on Saturday, July 12, 2014. It was requested that the proponents provide a more detailed analysis on the commercial activity plan for the event and present it at the March meeting.

Andrew Woodford and Elizabeth Brady from Mountain Equipment Co-op were in attendance to answer questions regarding the commercial activity plan for the MEC PaddleFest event. Question was raised as to whether the event would be successful without any sales onsite. Mr. Woodford explained that not allowing sales at the event would result in a decline in vendor participation as they would not be able to recoup their losses from attending the event which would affect the activities offered. He noted that the event is free to the public and gives all ages the opportunity to experience paddling sports. In the past two years the event has attracted approximately 600 attendees throughout the day.

Moved by Chris Smith, Seconded by Victor Lotto THAT IT BE RECOMMENDED TO COUNCIL THAT USE OF WILLOWS PARK FOR THE MOUNTAIN EQUIPMENT CO-OP PADDLEFEST ON SATURDAY, JULY 12, 2014, BE APPROVED.

New Triathlon Proposal – Willows Park (Dibden, 2014-01-27)

Rob Dibden and Mike Neill were in attendance representing Human Powered Racing.

Correspondence was received at the February Commission meeting requesting use of Willows Beach / Park to hold a sprint triathlon event on August 24, 2014. It was requested that the proponents provide Commission with additional information regarding the impact on Willows Beach Park and surrounding areas for the event at the March meeting.

Questions were raised as to the commercial nature of the proposed event. Mr. Dibden reported that Human Powered Racing is run as a business but there will be no sales in the park at the event. He noted that the event would promote healthy living and there would be a narrow profit margin if the event runs at full capacity. Comment was made that focus should be given as to whether the event is of a commercial nature in principle, not based on the profit margin.

Moved by Rick Marshall, Seconded by Linda Davis THAT THE PARKS AND RECREATION COMMISSION SUPPORTS THE TRIATHLON PROPOSAL FOR AUGUST 24, 2014 AT WILLOWS BEACH PARK AND SURROUNDING AREAS IN PRINCIPLE ON THE UNDERSTANDING THAT IT IS A NOT FOR PROFIT COMMUNITY EVENT AND BE RECOMMENDED TO COUNCIL FOR APPROVAL.

Matt Fairbarns opposed.

Carried

Urban Forest Management Plan

It was agreed that the members of the working group for the Urban Forest Management Plan will be Rick Marshall, Alison Davis, Matt Fairbarns and Chris Smith. It was suggested that Ron Carter be invited to attend the discussions of the working group.

Matt Fairbarns left the meeting at 8:15pm.

V. REPORTS

Program Reports

Manager, Parks Services noted that over 551 volunteer hours were donated by various groups in the parks during 2013. He noted that the Habitat Stewardship Program (HSP) grant funding would not be available for 2014.

Moved by Rick Marshall, Seconded by Chris Smith THAT THE FRIENDS OF UPLANDS PARK BE INVITED TO THE MAY COMMISSION MEETING AND THE ANDERSON PARK VOLUNTEERS BE INVITED TO THE JUNE COMMISSION MEETING TO GIVE AN OVERVIEW OF THEIR PROJECTS.

Carried

Physical Plant

Director, Parks & Recreation reported that there was a small fire in the zamboni room caused by a faulty battery in the ice edger. Staff was commended for their quick actions and the fire was out by the time the fire department arrived.

Renovations have been completed in the Quail Room at Henderson Recreation Centre that included removal of a raised floor area that now allows more practical use of the room.

Personnel Report

Full Time position of Administrative Assistant has been filled.

Full Time position of Head of Reception, Monterey Centre has been posted and filled.

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

Temporary Head of Reception, Oak Bay Recreation Centre has been posted to fill a maternity leave.

Finance Report

January 2014, Month End Statement

	<u>2014</u>	<u>%</u>	<u>2013</u>	<u>%</u>
YTD Revenue at month end	\$812,790	11.63	\$860,513	12.37
YTD Expenditures at month end	\$1,009,590	9.46	\$897,039	8.43
YTD Net Expenditure at month end	\$196,800	5.35	\$ 36,526	0.99
YTD Net Expenditure at month end (adj.)	- \$ 2,941	-0.08	\$ 36,526	0.99

Neighborhood Learning Centre Update

No update at this time.

VI. NEW BUSINESS

Public Participation

A request was received to discuss the option of having a standing agenda item at all Parks & Recreation Commission meetings which allows for public participation on items relevant to Commission. It was agreed that a public participation period be introduced on a trial basis.

Moved by Rick Marshall, Seconded by Victor Lotto THAT PUBLIC PARTICIPATION BE ADDED AS AN AGENDA ITEM AT THE BEGINNING OF EACH COMMISSION MEETING ON A 6 MEETING TRIAL BASIS WITH AN OVERALL TIME LIMIT OF 10 MINUTES, AND 2 MINUTE TIME LIMIT PER PERSON

Carried

Camas Day Entertainment – The Bald Eagles

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 4th 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.

Moved by Alison Davis, Seconded by Brian Sharp THAT THE COMMISSION GRANT PERMISSION FOR THE BALD EAGLES BAND TO PLAY AT CATTLE POINT ON SUNDAY, MAY 4TH, 2014 FROM 1:00PM TO 4:00PM AS PART OF CAMAS DAY CELEBRATIONS.

Carried

Future of Carnarvon Park

Discussion ensued regarding the planning for future use of Carnarvon Park after the Neighborhood Learning Centre is complete and the childcare programs relocate to the new facility. It was agreed that as part of the 2015 capital requests staff could gather information for expected costs and present a two tier proposal to Council – Carnarvon as a component of the Masterplan as outlined in the Official Community Plan or to approach the future of Carnarvon Park as a single entity. Regardless of approach, the inclusion of public process was deemed important.

VI. DIRECTOR'S REPORT

VII. ADJOURNMENT

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

Carried

The regular meeting was adjourned at 9:30pm