

REPORT of the regular monthly meeting of the OAK BAY PARKS AND RECREATION COMMISSION held on Wednesday, January 5, 2011 in the Council Chambers, Oak Bay Municipal Hall.

In Attendance:

Monty Holding, Chair
Drew Henderson
Rick Marshall
Brian Sharp
Chris Smith
Hazel Braithwaite
Liz Hawes
Sandi Piercy
Brian Yellin
Mayor Christopher Causton (items I and II only)

Staff:

Lorna Curtis, Director, Parks and Recreation
Lorne Middleton, Manager, Parks Services
Janet Barclay, Manager, Recreation Program Services
Grant Brown, Manager Administrative Services

Absent: Mandi Krieger

The meeting was called to order at 7:10 pm. Don Farquhar joined the meeting at 7:40pm.

I. ELECTIONS

Moved by Brian Sharp, Seconded by Drew Henderson THAT MONTY HOLDING BE ELECTED TO THE POSITION OF CHAIR OF THE OAK BAY PARKS AND RECREATION COMMISSION FOR THE YEAR 2011.

Carried

Moved by Rick Marshall, Seconded by Chris Smith THAT BRIAN SHARP BE ELECTED TO THE POSITION OF VICE CHAIR OF THE OAK BAY PARKS AND RECREATION COMMISSION FOR THE YEAR 2011.

Carried

II. WELCOME

Mayor Christopher Causton expressed thanks to departing Commission members as well as welcoming new Commission members Sandi Piercy and Brian Yellin. He congratulated commission members and staff for the past year and commented on the anticipation of the Neighbourhood Learning Centre, continuing energy projects and how Oak Bay will continue to look at ways to reduce the carbon footprint throughout the municipality.

The Mayor wished Commission members and staff all the best for 2011.

III. MINUTES

Commission	(2010-12-01)
Committee of the Whole	(2010-12-07)

Moved by Liz Hawes, Seconded by Brian Sharp, THAT THE MINUTES OF THE DECEMBER 1, 2010 MEETING OF THE PARKS AND RECREATION COMMISSION BE ADOPTED.

Carried

The minutes from Committee of the Whole were received for information.

IV. UNFINISHED BUSINESS

Tree Protection Committee Report

Past Tree Committee Chair, Don Farquhar in attendance. To continue its work, the Tree Committee has met several times over the past year and most recently to discuss suggestions for amendments to the Tree Protection Bylaw 4326 as well as tree bylaw offence penalties. As a result of these discussions the Tree Protection Committee recommends the following amendments to Bylaw 4326:

Interpretation section:

- 'damage' (b) change to – place fill *or organic waste*...
- 'protected tree' (a) add: *Black Hawthorne, this tree would also be added to 10 (2) (tree pictured in attachment A)*

Trees Within Building Envelope section:

- Currently the building envelope is divided into two lot sizes. A building envelope of a lot size less than 1500 square metres in area and a building envelope of a lot size greater than or equal to 1500 square metres in area. The Committee recommends the bylaw be amended to eliminate section 3 (1) thereby section 3 (2) would apply to all lot sizes. (see attachment B)

Permit Issuing Authority section:

- Change 6 (10) to allow a permit to be issued to cut down or damage a protected tree to promote and protect the health and vigour of a protected tree of the species listed in subparagraph (a) of the definition of "protected tree" in Section 1 of the Bylaw.

Replacement Trees section:

- Change Section 10(7) and Section 10.1 to increase the security deposits for the care and maintenance of replacement trees for a period of three years from \$500 to \$1,000 (two replacement trees) and from \$250 to \$500 (one replacement tree), respectively.

Commission members were advised of the following:

Total tree permits for all types of work and species that are protected were 257 in 2008, 202 in 2009 and 272 in 2010.

The total number of Garry Oak Trees removed in 2008 were 45, 2009 35 and in 2010 45.

It was suggested that under the interpretation section that the Black Hawthorne include the latin name of *Crataegus douglasii*.

Moved by Rick Marshall, Seconded by Brian Sharp THAT THE PROPOSED AMENDMENTS TO THE TREE PROTECTION BYLAW 4326, INCLUDING THE LATIN NAME FOR BLACK HAWTHORNE, BE RECOMMENDED TO COUNCIL FOR APPROVAL.

Carried

Commission members reviewed attachment C, an overview of offence penalties from other communities as well as proposed changes to the current offence penalties in Oak Bay.

Discussion ensued and it was suggested that under the proposed penalty for “Fail to Plant Replacement for tree cut – no permit” be changed to “Fail to Plant Replacements for tree cut – no permit” and the fine be increased from the proposed \$500 to \$1000.

Moved by Rick Marshall, Seconded by Brian Sharp THAT THE PROPOSED CHANGES TO THE TICKET INFORMATION UTILIZATION BYLAW FOR TREE PROTECTION BYLAW OFFENCE FINES, INCLUDING THE ABOVE SUGGESTION, BE RECOMMENDED TO COUNCIL FOR APPROVAL.

Carried

Commission members were informed that staff has updated the Tree Work Application and Permit (attachment D) and this will be forwarded to Council to be included with the amendments to the Tree Protection By-law.

V. CORRESPONDENCE

V. SUB-COMMITTEE REPORTS

Program Reports, Parks & Physical Plant – December 2010

Received for information.

Discussion ensued regarding the creation of a Family Day Pass. The Director reported staff has discussed this idea in the past and will put it on the next supervisory meeting agenda.

Personnel Report

The position of Midnight Leadhand was posted and closed on December 30th. Interviews will be held shortly.

Finance Report

1) November 2010, Month End Statement

	<u>2010</u>	<u>%</u>	<u>2009</u>	<u>%</u>
YTD Revenue at month end	\$6,489,041	96.10	\$6,160,687	93.64
YTD Expenditures at month end	\$9,223,046	91.44	\$8,904,798	91.56
YTD Net Expenditure at month end	\$2,734,000	82.02	\$2,744,111	87.20
YTD Net Expenditure at month end (adj.)	\$2,757,059	82.71	\$2,766,547	87.91

2) November 2010, Food Services Statement

	<u>2010</u>	<u>2009</u>
YTD Revenue	\$364,542	\$350,150
YTD Net	\$ -6,195	\$ -9,915

Wall of Fame Committee

The Director reported that advertising for nominations to the Wall of Fame is being published. Nominations are due by February 28th, 2011.

Two commission members will be appointed to the Wall of Fame Committee at the February Commission meeting

Neighbourhood Learning Centre

Councillor Braithwaite reported that she and the Mayor met with the Minister of Education regarding the proposed NLC project. She reported the meeting was very positive and the Ministry is looking forward to receiving the NLC submission along with the Oak Bay High Project Definition Report sometime in February.

Moved by Brian Sharp, Seconded by Chris Smith THAT THE SUB COMMITTEE REPORTS BE APPROVED.

Carried

VI. ADJOURNMENT

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

Carried

The meeting was adjourned at 8:45 pm.