

REPORT of the regular monthly meeting of the OAK BAY PARKS AND RECREATION COMMISSION held on Wednesday, March 7, 2012 in the Council Chambers, Oak Bay Municipal Hall.

In Attendance:

Monty Holding, Chair
Brian Sharp
Rick Marshall
Brian Yellin
Liz Hawes
Drew Henderson
Sandi Piercy
Councillor Tara Ney

Staff:

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

Absent: Chris Smith

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

- | | | | |
|-----------|----------------|--------------------------------------|------------------------------|
| I. | MINUTES | Commission Committee of the Whole | (2012-02-01) (2012-02-06) |
|-----------|----------------|--------------------------------------|------------------------------|

In was noted that at the February meeting concern was expressed that the number of replacement trees planted was lower in numbers relative to the number of trees removed.

Moved by Victor Lotto, Seconded by Rick Marshall, THAT THE MINUTES OF THE FEBRUARY 1, 2012 MEETING OF THE PARKS AND RECREATION COMMISSION BE ADOPTED AS AMENDED.

Carried

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

II. UNFINISHED BUSINESS

Parks Vision Report

Director reported that after reviewing the Parks Vision report with the Mayor and the CAO, it was decided that the report be viewed as an inventory report of the municipal parks and be accessible to the public for information on the website. It was agreed that the report will be a good source document for concurrent processes such as the OCP and Active Transportation Committees, and any potential future departmental master plan processes. It was suggested that a purpose statement be included outlining the intent of the document, initial purpose of the creation of the report and the future of the report, specifically mentioning other committees that could be connected to the report. A table of contents will be added for ease of usage as well as including a map that shows the location of all the parks mentioned in the report.

Staff will make the suggested enhancements and update Commission at the April meeting.

III. CORRESPONDENCE

Access to Public Washrooms in Oak Bay

Correspondence was received from Jill Croft requesting the possibility of having a washroom at Fireman's Park be accessible during daylight hours. She noted that washrooms at Windsor Park, Willows Beach and Municipal Hall are open during the daylight hours and suggested that opening one of the washrooms manually or remotely at Fireman's Park would be beneficial to all members of the community of Oak Bay. Discussion ensued and staff will research the cost of implementing remote access as well as weatherizing the washrooms to be used year round. It was suggested that washroom locations be included on municipal maps to inform public of availability as well as looking at potential options for washroom facilities at Cattle Point.

IV. REPORTS

Program Reports, Parks & Physical Plant – February 2012

Received for information.

Manager, Recreation Program Services reported that childcare was put in place to accommodate families during the teachers' strike. Care will be offered as the need arises during the dispute dependent upon staff and room availability.

A media launch will be held on March 22nd at Esquimalt Recreation Centre to highlight the Young Chef program being offered in conjunction with local recreation centres, Thrifty Foods and VIHA.

Manager, Parks Services reported that the golf course is being prepared for the March 10th opening. He also reported that Allan Cassidy's memorial picnic table is being installed adjacent to the Oak Bay Marina on March 9th.

Personnel Report

Manager, Parks Services - Chris Hyde-Lay is the successful applicant for the position. Chris previously worked in the Oak Bay Parks department for 16 years, and has most recently been the Assistant Supervisor of Arboriculture with the City of Victoria.

Temporary Receptionist, Oak Bay Recreation – Laura Gildner is the successful applicant for the one year maternity leave. Laura has worked as an auxiliary receptionist since 2010.

Irrigation Technician – Alan Osland is the successful applicant – Alan has filled the position on a temporary basis since 2009.

Finance Report

1) January 2012, Month End Statement

| | <u>2012</u> | <u>%</u> | <u>2011</u> | <u>%</u> |
|-----------------------------------------|-------------|----------|-------------|----------|
| YTD Revenue at month end | \$1,041,936 | 15.35 | \$1,025,729 | 14.96 |
| YTD Expenditures at month end | \$ 765,041 | 7.34 | \$ 816,100 | 7.92 |
| YTD Net Expenditure at month end | \$ -277,131 | -7.62 | \$ -209,629 | -6.09 |
| YTD Net Expenditure at month end (adj.) | \$ -235,908 | -6.48 | \$ -213,448 | -6.20 |

Neighbourhood Learning Centre Update

Director, Parks and Recreation reported that the funding agreement has been reached between the Ministry of Education and the School Board regarding the NLC and an RFQ is in the process of being prepared. The Design Committee will reconvene shortly.

Carnarvon Committee Update

Monty Holding reported that Committee will continue to review possible options for the future use of Carnarvon facilities. Further information will be brought forward to the Commission.

Wall of Fame Update

Members of the Wall of Fame Selection Committee will meet on March 8th 2012 to discuss submitted nominations.

Moved by Brian Sharp, Seconded by Victor Lotto THAT THE REPORTS BE APPROVED.
Carried

2012 Operating Budget Request

The Director, Parks & Recreation reported that the department concluded 2011 with a net operating expenditure of \$3,494,348 which is 1.54% or \$52,916 more than the approved budget of \$3,441,432.

The 2012 net operating budget request is \$3,525,822 which is a 2.45% or \$84,390 increase from the 2011 approved budget. The Director reviewed the significant items included in the 2012 Operating Budget.

The Director noted that the Annual Youth Pass has been offered at a special discounted rate of \$99 from January 1 – March 31, 2012 and has been very popular. Staff will bring forward a recommendation to reduce the regular price of \$250 of the Youth pass as very few were purchased at that price. Staff will provide a recommended price to the Joint Council/Commission meeting for the Youth Pass effective April 1, 2012.

Staff will bring further information to the Joint Council/Commission meeting to address a concern expressed on the tree replacement rate in comparison to the number of trees removed within the Municipality.

Moved by Drew Henderson, Seconded by Sandi Piercy THAT THE 2012 OPERATING BUDGET BE RECOMMENDED TO COUNCIL FOR APPROVAL.

Carried

2012 Capital Requests

Moved by Sandi Piercy, Seconded by Liz Hawes THAT THE 2012 CAPITAL REQUESTS BE RECOMMENDED AS PRESENTED TO COUNCIL FOR APPROVAL.

Carried

V. NEW BUSINESS

New Year's Day Celebration 2013

Manager, Recreation Program Services presented a possible option for replacing the New Year's Levee with a New Year's Day Celebration Event at the Oak Bay Recreation Centre that could be enjoyed by families. Plans would include free access to special themed activities which would result in a cost of \$3250 to the department, an additional \$2,150 from the amount previously allocated to the levee of \$1100.

Moved by Drew Henderson, Seconded by Rick Marshall THAT IT BE RECOMMENDED TO COUNCIL TO CONSIDER A NEW CELEBRATION EVENT AT THE OAK BAY RECREATION CENTRE OFFERING FREE RECREATION ACTIVITIES FOR PATRONS IN PLACE OF THE TRADITIONAL NEW YEAR'S LEVEE.

Moved by Sandi Piercy, Seconded by Liz Hawes THAT IT BE RECOMMENDED TO COUNCIL TO SEEK THE ADDITIONAL FUNDING REQUIRED THROUGH A REQUEST TO THE COUNCIL ESTIMATES COMMITTEE, IF NECESSARY.

Replacement of Four-Court Tennis Bubble Material

Director, Parks & Recreation reported that the four-court tennis bubble material is due for replacement in 2013. One of the two main suppliers of tennis bubbles in Canada has recently advised that they are providing a significant discount for orders confirmed in 2012 in an effort to increase their business. The discount could negate the need to use the \$20,000 contribution to the reserve fund in 2013 in order to fully fund the project.

Staff believe the new bubble material would have better reflective qualities, thereby providing a better playing environment a year earlier than anticipated. Further, a significant reduction in cost would occur by ordering the bubble prior to the re-implementation of the GST/PST system in April of 2013, as a higher percentage rebate is received under the current HST system.

The Director noted that in order to tender the project and provide approval for a September 2012 installation, approval from Commission and Council would be required in March. Discussion ensued

and it was the general consensus that further information is required in order to make a decision on replacing the tennis bubble material and other feasible options.

Moved by Rick Marshall, Seconded by Victor Lotto THAT THE REPLACEMENT OF THE FOUR COURT TENNIS BUBBLE REPORT AND THE RECREATION OAK BAY – INDOOR TENNIS – FUTURE CONSIDERATION AND OPTIONS, 2010 REPORT BE RECEIVED FOR INFORMATION.

Carried

Staff were asked to gather additional information for options of eventual replacement of the four court tennis bubble and report back to Commission at a later date.

VI. DIRECTOR'S REPORT

The Director reported that Council approved the request from Mountain Equipment Co-op to sell items as part of their Paddlefest at Willows Beach on June 30, 2012.

Approval was also given to the Jaguar Club of Victoria to sell items at Windsor Park as part of the car show on July 28, 2012. Victoria Wheelers Cycling Club has received permission for four Windsor Park Road Races in Spring / Summer 2012.

VII. ADJOURNMENT

Moved by Brian Yellin, Seconded by Liz Hawes, THAT THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION BE ADJOURNED.

Carried

The meeting was adjourned at 9:50pm.