

REPORT of the regular monthly meeting of the OAK BAY PARKS AND RECREATION COMMISSION held on Wednesday, October 3, 2012 in the Council Chambers, Municipal Hall.

**In Attendance:**

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

**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

The meeting was called to order at 7:10 pm.

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|-------------------|------------------------|--------------|
| <b>I. MINUTES</b> | Commission             | (2012-09-12) |
|                   | Committee of the Whole | (2012-08-13) |
|                   | Committee of the Whole | (2012-09-17) |

Moved by Drew Henderson, Seconded by Victor Lotto, THAT THE MINUTES OF THE SEPTEMBER 12, 2012 REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION BE ADOPTED.

Carried

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

**II. DELEGATION**

Oak Bay Environment Advisory Committee

Ron Carter was in attendance representing the Oak Bay Environment Advisory Committee. The newly appointed committee is an advisory committee to Council and consists of volunteers who have an interest in Oak Bay. Mr. Carter noted that apart from addressing some pressing referrals from council and requests from different interest groups, the committee has been prioritizing and organizing themselves into sub-committees based on 4 themes: Marine Environments, Terrestrial Environments, Waste Issues and Built Environments. The Sub-committees have realized that many of the theme priorities overlap with those of staff, committees and interest groups within Oak Bay and are hoping to work together to constructively provide input and support Commission initiatives on areas of mutual interest.

Mr. Carter reported that meetings are held on a monthly basis and are open to the public. Minutes from the meetings will be forwarded to the Commission Chair and staff to keep the lines of communication open. Councillor Ney thanked Mr. Carter for making the connection with Commission and the various community committees.

**III. UNFINISHED BUSINESS**

**IV. CORRESPONDENCE**

**V. REPORTS**

Program Reports, Parks & Physical Plant – September 2012

Manager, Recreation Program Services reported that a New Staff Orientation was held on Monday, October 1<sup>st</sup>. This is a mandatory training session for all new staff and is held three times a year. The presentation is continually being improved and educates new employees in areas such as customer service, child protection procedures, WHMIS, first aid and overall department awareness.

Manager, Parks Services reported that the new spray toy, Luna the Whale, and the new animated sign supplied by Rotary will be unveiled at Carnarvon Waterpark on Thursday, October 4<sup>th</sup> at 2:30pm.

Mayor Jensen and Victoria's Mayor Fortin will be planting a Garry Oak tree at Beacon Hill Park on October 9<sup>th</sup> at 9am in celebration of the City of Victoria's Sesquicentennial.

The Americas Rugby Championships will be held in Langford in October and the Argentina team will be utilizing Windsor Park for practice sessions.

In response to an inquiry regarding the department's tree planting program from Commission, Manager, Parks Services reported that 80 trees are being planted in the Fall and an additional 10 trees on Tree Appreciation Day. Staff have purchased trees that are drought tolerant, pest resistant and require little pruning.

Brian Sharp joined the meeting at 7:38pm.

Finance Report

**August 2012, Month End Statement**

	<u>2012</u>	<u>%</u>	<u>2011</u>	<u>%</u>
YTD Revenue at month end	\$4,856,711	70.81	\$4,799,537	70.00
YTD Expenditures at month end	\$7,195,375	69.29	\$6,616,083	64.25
YTD Net Expenditure at month end	\$2,338,664	66.33	\$1,816,546	52.78
YTD Net Expenditure at month end (adj.)	\$2,346,322	66.55	\$2,294,433	66.66

Neighbourhood Learning Centre Update

No update at this time.

Henderson Centre Expansion Update

Director, Parks and Recreation reported that budgetary details are being finalized for the Henderson Centre Expansion. A request for prequalification closes Tuesday, October 9<sup>th</sup>. Submissions will be evaluated and three proponents will be invited to complete the tendering

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process, which is expected to conclude by the end of November with construction beginning in early December. April 1, 2013 is still the target for completion of the project.

Moved by Rick Marshall, Seconded by Sandi Piercy THAT THE REPORTS BE APPROVED.

Carried

## **VI. NEW BUSINESS**

### Carnarvon Public Consultation Process

Discussion ensued regarding the process of a public consultation to obtain feedback on the future of Carnarvon Park. Concern was expressed regarding the lack of information on the financial funding for a proposal received from the Canadian College of Performing Arts. The Commission felt that proposed funding structure contained too much uncertainty, and that a more concrete funding proposal would be needed before going forward with a public consultation process. It was agreed that the Commission Chair, Director, Parks & Recreation and Councillor Ney arrange a meeting with Mayor Jensen to discuss further clarification regarding the public consultation process.

### Eradication of Knotweed

Manager, Parks Services, informed Commission that the Capital Region Invasive Species Partnership (CRISP), of which Oak Bay is a member, has requested the use of a systemic herbicide to begin the eradication of Knotweed growing in Oak Bay. Knotweed is considered one of the world's worst invasive species and four locations on private property have been identified in Oak Bay.

To eradicate the plant, the roots need to be killed by injecting Roundup directly into the Knotweed stem which will eliminate any pesticide drift. CRD will comply with all requirements as described in the Oak Bay Pesticide Bylaw and there will be no financial impact to the municipality, save for some support work by Parks Crews.

Manager, Parks Services recommended that information regarding Knotweed should be added to the Municipal website with a link to the CRISP website.

## **VI. DIRECTOR'S REPORT**

## **VII. ADJOURNMENT**

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

Carried

The meeting was adjourned at 9:10pm.