

REPORT of the regular monthly meeting of the OAK BAY PARKS AND RECREATION COMMISSION held on Wednesday, September 12, 2012 in the Council Chambers, Municipal Hall.

**In Attendance:**

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

**Staff:**

Ray Herman, Director, Parks and Recreation  
Janet Barclay, Manager, Recreation Program Services  
Chris Hyde-Lay, Manager, Parks Services  
Grant Brown, Manager Administrative Services  
Marie Van Dyk, Administrative Assistant

Regrets: Victor Lotto, Brian Yellin

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

Two new items were added to the agenda – Active Transportation update and Policy on Facility Rentals.

Moved by Drew Henderson, Seconded by Sandi Piercy, THAT THE AGENDA BE AMENDED TO INCLUDE ACTIVE TRANSPORTATION AND FACILITY RENTALS.

Carried

- |    |                |                        |              |
|----|----------------|------------------------|--------------|
| I. | <b>MINUTES</b> | Commission             | (2012-06-13) |
|    |                | Committee of the Whole | (2012-06-18) |

Moved by Liz Hawes, Seconded by Rick Marshall, THAT THE MINUTES OF THE JUNE 13, 2012 REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION BE ADOPTED.

Carried

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

**II. UNFINISHED BUSINESS**

Indoor Tennis Site Alternatives (2012-09-12, Director, Parks & Recreation)

A report from the Director, outlining Indoor Tennis Site Alternatives was received. Given the potential impacts of these alternatives a meeting was held with the Mayor, CAO, Commission Chair, and the Director of Parks & Recreation. The view that emerged from this meeting was that a permanent structure could not be supported at this time, however, replacement of the bubble on its current site could.

Discussion ensued with concern that consideration to the quality of the lighting be an important factor in the replacement of the bubble. With the competition for indoor tennis facilities in the community it is important that this detail not be overlooked.

There is support for a permanent facility in the long term. To start planning for this, the Commission would like to see a sub-committee, including tennis advocates, struck in the near future.

Moved by Sandi Piercy, Seconded by Chris Smith, THAT IT BE RECOMMENDED TO COUNCIL THAT THE DIRECTOR OF PARKS AND RECREATION'S RECOMMENDATION TO REPLACE THE 4-COURT TENNIS BUBBLE IN SEPTEMBER 2013 BE ADOPTED, AND THAT THE DIRECTOR BE AUTHORIZED TO ISSUE A TENDER AS SOON AS POSSIBLE IN THIS REGARD.

Carried

### III. CORRESPONDENCE

#### South Island Tennis Association (July 9, 2012)

A letter of appreciation was received from the South Island Tennis Association. Thanks were being extended to Ed Bakker and his staff for their support, generosity and spirit, which all contributed to a very successful Community Tennis Day event.

### IV. REPORTS

#### Program Reports, Parks & Physical Plant – Summer 2012

Manager, Recreation Program Services reported that this years summer camps were a great success. The staff training was phenomenal, as the staff responsible for conducting the training were very dynamic and made the sessions lots of fun. Registration was up 4% over last year.

Monterey Recreation Centre Open House – September 17, 12pm – 2pm

Oak Leaves Bazaar, Monterey Centre – October 20, 9am – 1pm

Henderson Fall Family Festival – Friday, September 28, 5:30pm – 8:30pm

Oak Bay Bike Festival – September 22, 10am – 2pm

Manager, Parks Services reported that staff are looking at the condition of the Screech family memorial swing at Queens Park, to determine if the swing can be repaired.

Oak Bay will be giving the City of Victoria a tree for their 150<sup>th</sup> anniversary. On October 9<sup>th</sup>, at 9:00 am Mayor Jensen and Mayor Fortin will be planting the tree.

#### Personnel Report

Temporary Receptionist, Oak Bay Recreation – Carla Bodman is the successful applicant replacing Camille Larocque for the one year maternity leave. Carla has previously worked with Recreation Oak Bay as an Aquatic Programmer, Head of Reception and auxiliary receptionist.

Temporary Gardener II, Arboriculture – Iain McLeod is the successful applicant while the incumbent is on medical leave until December. Iain has been working for Oak Bay Parks & Recreation in the capacity of auxiliary Parks Labourer since January 2012. He comes to us with a wealth of training and experience from both Bartlett Tree Experts locally, and as a Utility Arborist in the UK.

Temporary Midnight Maintenance – Skyler Challender is the successful candidate while the incumbent is on medical leave. Skyler commenced working at Recreation Oak Bay, in October

2006 as an attendant in the Sports section, and then joined the Maintenance staff on an on-call basis in March of 2009.

### Finance Report

#### **July 2012, Month End Statement**

	<u>2012</u>	<u>%</u>	<u>2011</u>	<u>%</u>
YTD Revenue at month end	\$4,219,960	61.52	\$4,185,989	61.05
YTD Expenditures at month end	\$6,001,582	57.79	\$5,770,592	56.04
YTD Net Expenditure at month end	\$1,781,622	50.53	\$1,584,603	46.04
YTD Net Expenditure at month end (adj.)	\$1,791,354	50.81	\$1,737,439	50.49

### Neighbourhood Learning Centre Update

Council has given 3<sup>rd</sup> reading to by-law amendments in respect to building height and parking. There are currently no committee meetings scheduled.

### Henderson Centre Expansion Update

The Director reported that the architect has given detailed drawings to the cost consultant, and hopes to receive feedback from the cost consultant on September 14, 2012.

In order that the community have a clear picture of what is involved in this project, the profile on our website will be reviewed and updated as required, and once the ground breaking starts a press release will be issued.

### Carnarvon Centre Update

The Canadian College of Performing Arts (CCPA) recently conducted a presentation to the Committee of the Whole. After the presentation, Council directed staff to conduct a public consultation process, commencing this fall.

### Active Transportation

Rick Marshall has been attending the Active Transportation Advisory Committee (ATAC) meetings, and will continue to do so, reporting items of interest back to the Commission.

## **V. NEW BUSINESS**

### Lockers at Willow Beach

A report from the Director, along with a document from Councillor Murdoch, in respect to lockers at Willows Beach was received for consideration.

Discussion ensued about other needs required at Willows Beach, and whether the lockers were the top priority. As the Kiwanis Club have indicated that they may be in a position to provide funding for improvements at the park a meeting should be held to discuss improvements with them.

Moved by Drew Henderson, Seconded by Rick Marshall THAT PARKS STAFF MEET WITH THE KIWANIS CLUB PRESIDENT TO DISCUSS IMPROVEMENTS, PRIOR TO THE NEXT COMMISSION MEETING.

Carried

Request for Journey to Balance Event

A report on the Journey to Balance Event Proposal was received from the Manager, Parks Services.

Moved by Brian Sharp, Seconded by Drew Henderson THAT APPROVAL BE GIVEN TO THE MANAGERS RECOMMENDATION NOT TO SUPPORT THE JOURNEY TO BALANCE EVENT AT WINDSOR PARK ON SUNDAY, NOVEMBER 18<sup>TH</sup>.

Carried

Facility Rentals

Discussion ensued on whether committees or advisory groups appointed by Council should have free access to municipal meeting rooms. The Director pointed out that this would be difficult to do, as our meeting rooms are heavily used for program space, and therefore could have a negative budgetary impact.

Moved by Rick Marshall, Seconded by Chris Smith THAT STAFF INVESTIGATE AND PROVIDE POLICY OPTIONS TO THE COMMISSION FOR THE FREE USE OF FACILITIES FOR GROUPS THAT ARE APPOINTED OR SUPPORTED BY COUNCIL.

Carried

**VI. DIRECTOR'S REPORT**

The Director reported that the Mayor would like to see a message from the Mayor and the Commission on the inside of our Recreation Brochures.

To go in the next brochure the Manager, Recreation will arrange for a photographer to take a Commission photo at the October Commission meeting.

**VII. ADJOURNMENT**

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

Carried

The meeting was adjourned at 9:10 pm