

Permits for Use of Oak Bay Parks: Decision Guide for Commission

(adopted for one year, January 7, 2015)

This Guide summarizes pertinent provisions of Oak Bay bylaws.

1. **Non-commercial use** by an “individual, club, school, association or society”: (see *Parks and Beaches Bylaw*):

- if no conduct of a business (buying or selling) with reasonable expectation of profit;
- Bylaw listed uses require permit at Commission’s discretion.

2. **Commercial use** (“carrying on a business”):

(only Council may approve; Commission may advise; see *Zoning Bylaw*, Part 5)

(a) is the commercial use only sale of refreshments “within a building” or “ancillary to a recreational use of a park” permitted by Commission or licensed by Council?

- *(If so, then OK, Commission may recommend Council approval.)*

(b) is the commercial use “display and sale of goods or refreshments, or for paid amusements”?

- *(If so, see questions below in 2 (c) and (d))*
- *(If not, then prohibited by Zoning Bylaw, Commission should not recommend Council approval.)*

(c) Is that use part of an event that Council has approved [or that Commission recommends Council approve] a licence of occupation for:

- a “not-for-profit community event”;
- that is “for the benefit of the Municipality at large”; and
- that “does not detract from the purpose of the land as a public place for recreation, ornamentation or preservation of the natural environment.?”

(If yes to all three, Commission may recommend Council approval.)

OR

(d) is that use (i.e., sale of goods or refreshments, or amusements):

- “ancillary”
- to a “not-for-profit community event”;
- “under the auspices and control of the [District of Oak Bay]”;
- “for the benefit of the Municipality at large”; and
- “which does not detract from the purpose of the land as a place for recreation, ornamentation or preservation of the natural environment”.

(If yes to all 5, the Commission may recommend Council approval.)

References:

Parks and Beaches Bylaw
Zoning Bylaw, Part 5

Public Events in Oak Bay Parks: reducing negative impacts

(draft for discussion April 24, 2015)

Oak Bay parks are intended as public places for “recreation, ornamentation or preservation of the natural environment” (*Zoning Bylaw, Part V*). Special events in parks are permitted by the Parks and Recreation Commission or Council provided they do not compromise that primary purpose.

Some means to reduce negative impacts of permitted special events upon regular parks users and neighbours are suggested below:

1. Noise

- There are current restrictions on amplified music (i.e., by specific permit only).

2. Parking

- Ask event organizers to encourage attendance by public transit, cycling or on foot;
- Ask organizers to provide additional, temporary bike parking sufficient for expected attendance; and
- Ask organizers to park their own and exhibitors' supply vehicles away from venue, rather than in the venue parking lot or on adjacent streets, in order to leave convenient parking free for park users or residents (e.g., for Willows or Windsor Parks, Oak Bay Marina parking lot could be used to park vehicles not needed for access during events; perhaps with a shuttle to venue).

3. Congestion

- Monitor large, public events to ensure they don't unduly overwhelm regular parks users or residents in immediate area;
- Organizers should notify neighbours in advance of large events that may affect access to their homes; and
- perhaps issue "resident passes" for access through any traffic regulation for events.

4. Waste management

- Provide temporary refill station(s) for reusable water bottles and modify existing drinking fountains as alternatives to sale or use of single-use containers;
- Discourage or prohibit vendors selling or providing disposable food/beverage packaging, containers or utensils that are not compostable;
- Have organizers provide sufficient disposal containers for expected organic waste to be diverted from landfill disposal; and
- Provide specific containers for disposal of animal droppings.

Parks Permit Conditions – other jurisdictions

Draft Mar. 30, 2015

Some examples of conditions and requirements for Permit for park use:

Saanich

<http://www.saanich.ca/parkrec/parks/info/documents/ParkPermitProceduresandGuidelinesFinalJuly2013.pdf>

“Parks are managed to provide for community use and enjoyment of the outdoor environment by residents. The Parks Division strives to support only those events or activities that do not excessively compromise the use and enjoyment of the park by others. As such, public events and activities in parks are encouraged to be non-commercial, non-denominational, non-political, and socially acceptable to the general community.”

Purpose, objectives, priorities, food services, alcohol

Sponsorship (signage, no product sales), sales generally not permitted

Permits – unrestricted public access, garbage clean-up, encourage recycling stations

Restrictions – activities & noise may be restricted to protect parks and users' enjoyment

Require transportation & traffic management plan

Victoria

<http://www.victoria.ca/EN/main/departments/parks-rec-culture/culture/special-events/permits.html>

Applies to events in any public space, not only parks

Generally require community benefits from special events

For profit or fundraising events required to pay for needed City services

Need plans for notification, traffic, alternative transportation, vehicle access, parking, etc.

Sales of food, beverage, merchandise need pre-approval; only event-related sales allowed

Sponsor signs limited

Waste management – minimize, recycle, compost

Specific permit needed for Park use – *“Victoria parks provide natural settings for picnics and small group gatherings”*

[see Park Permit T&C or Guidelines]

Esquimalt

<http://www.esquimalt.ca/parksRecreation/facilityRentals/parkBookings.aspx>

http://www.esquimalt.ca/files/PDF/Permits_and_Applications/Application_Process.pdf

Park Use Guidelines

The following are guidelines for park bookings:

- Confetti and bird seed are not permitted
- Maximum 30 chairs can be used for an event (plastic deck chairs recommended)
- Roping off areas of the park is not permitted
- At no time can the public be denied use of the park

- The use of tents must be pre-approved by the Recreation Facilities Coordinator
- Only gas barbeques are permitted
- Alcoholic beverages are not permitted
- Large events must leave a minimum five parking spots for community use
- All waste and debris must be removed after your event
- No vehicles of any kind may be driven or parked on the lawns

CRD

<https://www.crd.bc.ca/parks-recreation-culture/parks-trails/crd-regional-parks/park-usage-rules/park-use-permits>

<https://www.crd.bc.ca/docs/default-source/parks-pdf/2015parkusepermitapplication-events.pdf?sfvrsn=2>

The goal of the park use permit system is to control and manage special uses within regional parks and trails to minimize the impact on the natural environment, park users, park operations and facilities.

A park use permit is required for:

- an activity or event that attracts participants and spectators, such as a festival, competition, tournament, show or outdoor ceremony

A special event in a regional park or trail must be conducted in a manner and location such that it will minimize the impact on the natural environment, park users, park operations and facilities.

A special event should incorporate provisions for members of the public to benefit as spectators and/or participants whenever feasible or possible.

A special event should provide a benefit to the public equal to or greater than that which could normally have been expected were the parkland or facilities not restricted for the event. Staff will give preference to general public use of parkland and will ensure that special events will not impact public use of parkland.

A special event would normally be one day or less in order to minimize impact on regular park uses.

Nanaimo

<http://www.nanaimo.ca/EN/main/departments/parks-recreation-culture/Parks.html>

Merchandise sales need business license

Alcohol service requires LCB special occasion license

Food service requires VIHA permit

Richmond

<http://www.richmond.ca/event-hosting/overview.htm>

<http://www.richmond.ca/event-hosting/services/plannerinfo.htm>

Guide for planning a sustainable event:

<http://www.richmond.ca/event-hosting/services/plannerinfo/sustainableevent.htm>

- encourage use of transit, cycling, etc.; provide extra bike parking
- Choose biodegradable and chemical free disposable plates, cutlery and napkins; provide alternatives to bottled water

- Practise waste reduction; recycling, composting organics; provide separate bins

Vancouver

<http://vancouver.ca/parks-recreation-culture/plan-and-book-an-event.aspx>

Vancouver parks are public spaces and available for all to enjoy. Groups and individuals planning to access public land for informal and casual use do not require a permit.

If you want to use park space for organized recreation activities, whether you charge a fee or not, you must have a permit. These activities could include:

- Fitness classes, bootcamps, Yoga classes
- Open water swimming practices
- Dog obedience lessons, and more

A Private Recreation Activities on Public Parks or Beaches Permit ensures your exclusive use of a designated space during the time permitted.

Location restrictions

Unless you make special arrangements, private and commercial recreation activities are not allowed in the following areas of parks:

- Pedestrian pathways, boardwalks, seawall and linkages
- Natural or environmentally sensitive areas including designated ravines, wooded areas, sites of natural or scientific interest, areas that have undergone significant habitat restoration, wetlands and their buffer zones.
- On or adjacent to playgrounds, park furnishings, waterparks, or wading pools
- Horticultural display area of ornamental gardens.
- Skateboard bowls, basketball courts, tennis courts, sports fields, other sports pads
- Picnic areas, Cultural displays, Memorials
- Designated dog off-leash areas

Items that are not permitted

- Glass beverage containers
- Public address systems, amplified music
- Alcoholic beverages
- Structures, fences, poles, tents, stages, bleachers, portable toilets
- Fire or fireworks

The permit holder is responsible for leaving the area clean and litter-free and may be billed for clean up cost, if necessary.

Advertising and business transactions

A small identification sign may be used at the picnic site, but no advertising is allowed. Financial transactions, registration, flyer distribution, active advertising, or other forms of business cannot be conducted on park land.

To: **Parks & Recreation Commission**
From: **Director of Parks & Recreation**
Subject: **Paddle for Health – Amplified Music Request**
Date: **May 6, 2015**



www.recreation.oakbay.ca

PURPOSE

The Paddle for Health event is scheduled for Willows Park on September 12, 2015. Organizers have requested the ability to have amplified music as part of the event. As per Bylaw No. 3881 Public Parks and Beaches, section 15 (1), approval must be obtained from the Commission or Council for amplified music. Thus, this report is to seek Commission approval for the request.

BACKGROUND

This will be the third year for the Paddle for Health event at Willows Park. Proceeds from this fundraising event will go to the Vancouver Island chapter of the BC Childhood Cancer Parents Association.

As per Commission direction, approval for the event in general has been provided at a staff level. However, as noted above, approval for the use of amplified music needs to come from the Commission.

ANALYSIS

The request is as per events in 2013 and 2014. Background music will be played between noon and 2:00pm during the BBQ portion of the event (after the paddling portion). Music will be provided by the Ocean 98.5 FM station, and will be kept at low volume.

There have been no complaints generated by this event in the past two years.

Although not pertinent to this request for approval, the Commission may want to know that no fundraising takes place on site. Funds are raised through online donations.

RECOMMENDATION

THAT the Parks and Recreation Commission approves the use of amplified music as part of the Paddle for Health event on September 12, 2015, between 12:00 and 2:00pm.

A handwritten signature in black ink, appearing to read "Ray Herman", with a large, stylized initial "R" and "H".

Ray Herman
Director of Parks & Recreation

To: Parks & Recreation Commission
From: Director of Parks & Recreation
Subject: Tweed Ride & Picnic
Date: May 6, 2015



www.recreation.oakbay.ca

PURPOSE

Oak Bay Tourism has partnered with the Greater Victoria Cycling Coalition to bring the annual Tweed Ride to Oak Bay. The organizers would like to have the ride start and finish at Willows Park, with a picnic event to follow the ride. Commission approval is requested for the use of Willows Park, and for a PA system to be used during some short speeches and quiet background music.

BACKGROUND

The Tweed Ride is scheduled to take place on Saturday, August 8, 2015. This event has been celebrated internationally, and this will be the 5th Annual event in Victoria. The cycling portion of the event will take place on the streets of Oak Bay. Willows Park would be used for registration (10:00am), the starting point for the ride (11:00am) and the end point for the ride (1:00pm). A picnic would then follow, with the event completed by 4:00pm.

The event will kick off Arts & Culture Week in Oak Bay. Between 200-300 riders are expected, with members of the public invited to the picnic afterward.

A sound system will be utilized for some short speeches and announcements and for quiet background music during the picnic.

The organizers have made arrangements with the Kiwanis Club to sell tea as a fundraiser, with proceeds going to Bicycles for Humanity, an organization that provides bicycles to people in underdeveloped countries.

ANALYSIS

This is a high profile event that will likely bring some media attention to Oak Bay. The request does not conflict with any other significant event in the park. There are no other approved special events in the park on a weekend in August.

The Commission will need to be comfortable with the event taking place on a weekend in August.

RECOMMENDATION

1. THAT the Commission approve the request from Oak Bay Tourism to host the Tweed Ride & Picnic at Willows Park on August 8, 2015; and
2. THAT approval be granted for use of an amplified sound system as part of the event.


Ray Herman
Director of Parks & Recreation

Programs

Aquatics

- The Red Cross Assistant Water Safety Instructor and National Lifeguard Service programs began this month. The National Lifeguard Service course has a Greater Victoria Advanced Aquatic Assistance Program candidate participating in the program.
- The Coast Capital Free Swim on Monday, April 6th was attended by 128 swimmers.
- The Easter Bunny visited the pool and led a pool deck Easter egg hunt for swimmers on Sunday, April 5th.
- The evening Earth Day swim offered eco friendly pool games on April 22nd for approximately 90 swimmers.

Fitness

- Twenty fitness staff attended training sessions on Sunday, March 29th. The Group Fitness leaders developed ideas to help increase attendance in classes through cross promotion and featuring classes in advertising. The Fitness Studio staff discussed some common fitness studio concerns and developed strategies to consistently deal with them. In addition, all staff were invited to attend the High Intensity Interval Training session lead by Sally Larrington Brown. This was a great afternoon for team building and training for the department's Fitness Staff.
- The Time Colonist Run was held on Sunday, April 26th. There were 54 patrons who participated in the TC Run Clinics offered at the Windsor Pavilion and Henderson this year. The 14 week training program included a graduated plan for walkers and runners of all levels, expert training tips, and the support and encouragement of experienced leaders.
- The Times Colonist Health Challenge wrapped up after 12 weeks of commitment and hard work from all of the selected delegates. Oak Bay Recreation's selected participants, Bill and Hilary, worked with personal training staff Michele Guy once a week along with coming into the fitness studio for their own workouts twice a week. Their goal was to increase their fitness and activity level and kick start a healthy routine as they enter retirement. They both succeeded in their goals and lost a few pounds as a result. They are continuing on at Recreation Oak Bay coming to the gym 5 days a week. Collectively the group of 7 participants lost over 104 pounds and they are committed to fitness.

Community Recreation

- The Afterschool programs are enjoying the Spring weather and spending lots of time outside at the many beaches and parks Oak Bay has to offer.
- The Afterschool Program at Henderson Centre has recently started a new option of badminton lessons on Thursday afternoons and they are off to a great start with a full class. In May the children will also commence their golf lessons.
- Paddington Station's monthly themes were Planting, Earth Day and The Environment. The children enjoyed a field trip to Garden Works and purchased some plants and seeds for the garden. They planted the seeds and have been watching them grow over the month. The children also enjoyed making a special snack of Dirt and Worms (chocolate pudding, chocolate graham crumbs and gummy worms).

Program, Parks and Physical Plant Report April 2015
Parks and Recreation Commission Meeting May 2015

- Registration for Summer Camps has begun and some of the favorites, such as Active Kids in the Kitchen and Musical Theatre, are filling up fast, as well as some of the new camps including Art Imaginarium and Dance Exploration.
- Henderson birthday parties are offering new and improved theme parties including Lego, Space and Girls Spa. The first Girls Spa party went well and the staff team continues to receive glowing praises from parents for their friendliness, hard work and attention to detail that make the parties very enjoyable for the parents and children.
- The golf course continues to be busy with drop-in patrons and the start of lessons. Over 50 children and adults are participating in the first lesson set. St Michael's University has also attended lessons and group bookings on the course.

Monterey Centre

- The Heart and Stroke Foundation presented their "Take the Pressure Down" talk at Monterey Centre on April 8th. The facilitator spoke about the importance of knowing your blood pressure numbers as high blood pressure is one of the greatest factors in heart disease and stroke.
- BC Transit spoke to Monterey Members on April 9th on the benefits of taking transit. Members learned how convenient it is to take the bus in Victoria, plan their route, pay their fare and how to book handyDART.
- Twenty Monterey Members travelled up to Chemainus on the departmental coach to enjoy a delicious buffet and to see the play "The Mouse Trap" on April 26th.
- The annual Volunteer Wine and Cheese Appreciation party was held April 28th. Approximately 100 volunteers participated and milestone volunteers were honored for 5, 10 and 15 years of service. Mayor Jensen presented certificates and pins. Ray Herman, Janet Barclay and members of the Parks and Recreation Commission poured wine and helped thank the hard working volunteers.

Arena / Teens / Indoor Sports Field

- Soccertron programs are busy for spring classes for 3-6yr olds with most classes full with 20 children and there are 21 registered for the 7-10yrs class.
- Novice Spring Hockey League for children aged 5-14yrs is popular with 21 registered. This is a fun focused scrimmage sessions for kids of all skills and abilities.
- Easter Skate and Swim two for one admission price on Sunday, April 5 saw 100 skaters attend.
- Lunch drop in at the teen centre is showing consistent numbers in the 15-20 range.

Sports View

- Hosted meetings this month have included Bays Soccer coaches, Oak Bay Softball League coaches, Proline Strata meeting and Victoria Ultimate Frisbee Players Society AGM.
- The CNIB is now holding their luncheon meeting in the small lounge once a month.
- Soccer and hockey teams held their wind up parties for both Oak Bay Teams and other areas. Oak Bay Recreation is well known in the sports communities as a great place to use either the pool or turf for a wind up celebration and then come up to Sports View for food and drinks.
- Music Nights continue to do well. This month there were two scheduled performances on April 10th and April 24th.

Program, Parks and Physical Plant Report April 2015
Parks and Recreation Commission Meeting May 2015

- Large functions hosted included an Oak Bay Police retirement party with 120 attending, as well as the Society of Engineers Luncheon. Family Movie Nights have also continued to do well.

Tennis

- The Western Senior Nationals held April 1st-5th was a huge success. The Tennis Canada program utilized both Oak Bay tennis bubbles, Cedar Hill and Panorama. There were 175 competitors which was an increase of 30 players compared to normal locations such as Edmonton and Calgary. The Government House reception social was a wonderful way to showcase our city. The event is set to return in 2018.
- Tennis programs are doing well. The 3 court and 4 court bubbles are being utilized extensively as group lessons, private lessons and Oak Bay High Physical Education school programs all converge during the months of April and May. The lingering inclement weather also keeps the playing public coming back.
- Starting April 1st, Oak Bay High School, SMUS, Mt. Doug and GNS have been using Carnarvon and Henderson courts in preparation for the AAA School Tennis Championships. The schools have been playing challenge matches on Wednesdays and practicing throughout the week. The final AA and AAA playoffs will be held at Henderson Park the week of May 11th.
- Outdoor court booking at Henderson and Carnarvon opened as of March 30th.

Upcoming Events

To celebrate **Youth Week** on May 1st there will be free admission for 10-18yr olds for:

- Swim 6:30pm-12:30am
- Fitness 6:30pm-12am

Golf at Henderson will be \$3 a round

Camus Day Uplands Park will be happening once again on Sunday, May 3rd, 2015 - 1:00pm to 4:00pm

Cassie and Maggie MacDonald – Direct from Nova Scotia perform at the Oak Bay Recreation Centre, Upstairs Lounge Friday, May 8th, 2015 – Dinner at 6:00pm, Music at 7:30.

Move For Health Day is Sunday, May 10th. Recreation Oak Bay is marking the day as follows:

- Drop-in admissions will be \$2.00 on this day.
- “Ocean Talk and Walk” on Sunday, May 10th 1:00-3:00pm - UVIC Ocean Sciences Professor Dr. Diana Varela is doing a talk on the importance of microscopic creatures called Phytoplankton that produce more than half of the oxygen we breathe. The walk will be to Cattle point and back to Monterey Centre for complimentary refreshments and participation prizes. The British Columbia Parks and Recreation Association has provided funding for this event.

Mother’s Day, Sunday, May 10th – There will be free admission for Mothers:

- Golf 9:00am – Noon
- Swim 11:00am – 1:00pm
- Skate 3:00 – 4:00pm

Y.E.S. (Young Exceptional Star) Awards will be held on Wednesday, May 13th at 6pm at the Oak Bay Recreation Centre.

Vancouver Island Cajun band, Bijoux Du Bayou, perform at the Oak Bay Recreation Centre, Upstairs Lounge Friday, May 22nd, 2015 – Dinner at 6:00pm, Music at 7:30.

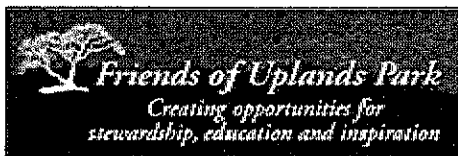
Physical Plant

Maintenance

- Plans for capital projects are underway and will commence upon final budget approval.
- The 3 week pool shut down will start at the beginning of June. Tile work, sauna wood replacement and upgraded shower controls will be the main focus of this year's shutdown.

Parks

- Majority of the auxiliary summer staff started on April 27th.
- On Saturday, May 2nd Parks staff will be working with the Oak Bay Rotary Club at the Rotary Water Park to spruce it up for the coming season.
- More than 100 people attended the RBCM Botanical Walk on Sunday April 26th



RBCM Botanical Walk

Sunday April 26 -1 to 3pm

Meet at the Beach Drive entrance sign.

Celebrate 125 years of the First Nature Walks led by Royal BC Museum staff, partnering with the *Friends of Uplands Park*. The first of the RBCM Field Trippers series, it will be guided by Botany Collections Manager, **Dr. Erica Wheeler**, Curator of Botany, **Dr. Ken Marr**, Curator of Botany and Earth History, **Dr. Richard Hebda** and **James Miskelly**. Free.



friendsofuplandspark.wordpress.com

Join the Friends of Uplands Park for free.

Contact Margaret Lidkea at m.lidkea@shaw.ca

Kathleen Matthews at kathleenmarr@gmail.com

Tree Report

For the Month of March

Public Property

Parks staff removed 2 trees from public property. These trees were removed because they were dead, diseased, dying or structurally unsound. One was a Garry oak with root disease

Private Property

Thirteen permits were issued under the Tree Protection Bylaw. Five removal permits were issued for the removal of 12 trees protected under the Tree Protection Bylaw. These permits were issued because the trees were dead, diseased, dying or structurally unsound or removed for construction. Nine of the trees were Garry oaks. No replacement trees are required. Thirty permits were issued for pruning protected trees.

Security Deposit and Enforcement

No security deposits were received and one of \$1000 was refunded. None were forfeited due to non-compliance with conditions on deposits as required by the bylaw. The bylaw requires security deposits to ensure care of required replacement trees; deposits are held by the Municipality for 3 years pending satisfactory planting and care of required replacement trees. Forfeited deposits go to the Parks tree purchase account.

Bylaw enforcement staff issued no tickets this month.

Tree Work Orders for Park Staff

For this period, the Arboricultural crew handled 44 work orders related to tree protection and public tree maintenance throughout the Municipality.

Tree Planting

Parks staff planted 3 trees on public property. Public property includes boulevards, parks and other Municipal owned property. One was a Garry oak.

Oak Bay Parks: Report on Administration of Tree Protection Bylaw (#4326, 2006)

Protected trees: permits for removal, replacements

2015 Month	Private Property					Municipal Property					
	Permit Requests (S.2 or s.16)	Permits approved		Trees removed		Total Trees Removed	Replacement Trees Required	Trees Removed (s.22)	Replacement trees		
		Removal s.2	Pruning s.16	Protected Native	Building (s.2 or s.3) Other				Native	Others	Total
Jan	23	10	17	4	8	12	2	4	5	10	15
Feb	15	4	13	1	3	4		4	13	26	39
Mar	32	5	30	9	3	12		2	1	2	3
Apr						0					0
May						0					0
Jun						0					0
Jul						0					0
Aug						0					0
Sep						0					0
Oct						0					0
Nov						0					0
Dec						0					0
Totals	70	19	60	14	14	28	1	10	19	38	57

Note: "Trees Removed-Building" includes trees removed within building envelope;

replacement trees required only for trees removed outside building envelope

Key bylaw sections: s. 2 Permit required under this bylaw or development permit to cut down or damage a protected tree

s. 3 Trees within building envelope

s. 10 Replacement trees required, security deposits

s. 16 Pruning only

s. 22 Trees on public property

Protected (native) species: Garry oak, Arbutus, Pacific Yew, Black Hawthorn, Pacific Dogwood

Security deposits:	#	Amount
Year-to-date:		
Received	0	\$0
Refunded	0	\$0
Forfeited		

Tickets issued:	#	Amount
(YTD)	2	\$0

OAK BAY PARKS AND RECREATION
 STATEMENT OF REVENUE AND EXPENDITURE SUMMARY
 FOR THE MONTH OF MARCH 2015
 COMPARED TO THE MONTH OF MARCH 2014

	2015		2014		COMPARISON	
	MARCH	YTD	MARCH	YTD	BUDGET	MONTH YEAR
REVENUE	718,438	2,061,213	707,548	1,996,771	7,015,968	10,890 64,442
EXPENDITURE	909,619	2,738,430	846,394	2,606,946	10,873,480	63,225 131,484
NET EXPENDITURE	191,181	677,217	138,846	610,175	3,857,512	52,335 67,042
Adjustments:						
2014 Wage Increase - Wages Paid October				23,649		
2014 Wage Increase - Benefits Paid October				6,544		
2014 Insurance Premium - Paid August				48,934		
2014 Software Agreement - Paid August				16,500		
2014 Phone Service Agreement - Paid June				2,756		
	191,181	677,217	138,846	708,557	3,857,512	18.37

PROGRAMS

2015

2014

MARCH YTD PROV BUDGET % MARCH YTD BUDGET % COMPARISON MONTH YEAR

	MARCH	YTD	PROV BUDGET	%	MARCH	YTD	BUDGET	%	COMPARISON MONTH YEAR
AQUATICS									
REV	159,337	393,891	1,295,762	30.40	145,174	383,286	1,221,176	31.39	14,163 10,605
EXPEND	73,890	222,084	927,365	23.95	64,836	217,199	926,884	23.43	9,054 4,885
NET	85,447	171,807	368,397	46.64	80,338	166,087	294,292	56.44	5,109 5,720

FITNESS									
REV	156,443	457,667	1,391,251	32.90	142,281	425,089	1,469,072	28.94	14,162 32,578
EXPEND	71,614	170,619	687,228	24.83	68,737	159,339	665,448	23.94	2,877 11,280
NET	84,829	287,048	704,023	40.77	73,544	265,750	803,624	33.07	11,285 21,298

ARENA									
REV	59,808	213,794	702,084	30.45	63,228	209,688	671,215	31.24	(3,420) 4,106
EXPEND	24,177	67,386	261,516	25.77	20,274	63,009	249,940	25.21	3,903 4,377
NET	35,631	146,408	440,568	33.23	42,954	146,679	421,275	34.82	(7,323) (271)

COMMUNITY RECREATION									
REV	99,505	236,772	976,606	24.24	89,278	215,613	944,260	22.83	10,227 21,159
EXPEND	91,674	219,281	1,082,556	20.26	87,142	204,863	1,072,376	19.10	4,532 14,418
NET	7,831	17,491	(105,950)	-16.51	2,136	10,750	(128,116)	-8.39	5,695 6,741

FOOD SERVICES									
REV	33,016	109,008	289,184	37.70	32,794	102,946	287,606	35.79	222 6,062
EXPEND	35,564	120,774	335,981	35.95	32,973	118,194	322,272	36.68	2,591 2,580
NET	(2,548)	(11,766)	(46,797)	25.14	(179)	(15,248)	(34,666)	43.99	(2,369) 3,482
(Cash Basis)	(2,717)	(203)		0.43	(1,761)	(4,886)		14.09	(956) 4,683

PAR 3 GOLF									
REV	6,397	6,664	178,528	3.73	4,744	5,035	182,048	2.77	1,653 1,629
EXPEND	2,250	2,845	55,366	5.14	954	1,278	52,382	2.44	1,296 1,567
NET	4,147	3,819	123,162	3.10	3,790	3,757	129,666	2.90	357 62

PROGRAMS

2015

2014

	MARCH	YTD	PROV BUDGET	%	MARCH	YTD	BUDGET	%	COMPARISON MONTH	YEAR
TENNIS										
REV	54,520	180,960	502,173	36.04	60,562	184,922	481,773	38.38	(6,042)	(3,962)
EXPEND	21,196	59,261	242,028	24.49	20,563	54,246	225,690	24.04	633	5,015
NET	33,324	121,699	260,145	46.78	39,999	130,676	256,083	51.03	(6,675)	(8,977)
SAILING										
REV	0	0	25,941	0.00	0	0	25,785	0.00	0	0
EXPEND	0	0	25,512	0.00	0	200	25,261	0.79	0	(200)
NET	0	0	429	0.00	0	(200)	524	-38.17	0	200
Indoor Sports Field										
REV	28,980	77,633	221,049	35.12	30,409	77,383	213,918	36.17	(1,429)	250
EXPEND	10,908	15,263	92,888	16.43	9,864	13,697	90,947	15.06	1,044	1,566
NET	18,072	62,370	128,161	48.67	20,545	63,686	122,971	51.79	(2,473)	(1,316)
TEEN PROGRAM										
REV	2,463	5,256	30,177	17.42	2,439	4,184	31,021	13.49	24	1,072
EXPEND	4,653	13,325	66,786	19.95	3,655	11,200	61,406	18.24	998	2,125
NET	(2,190)	(8,069)	(36,609)	22.04	(1,216)	(7,016)	(30,385)	23.09	(974)	(1,053)
MONTEREY CENTRE										
REV	76,155	245,228	802,506	30.56	84,196	246,171	762,846	32.27	(8,041)	(943)
EXPEND	86,903	233,462	963,273	24.24	82,217	228,433	932,178	24.51	4,686	5,029
NET	(10,748)	11,766	(160,767)	-7.32	1,979	17,738	(169,332)	-10.48	(12,727)	(5,972)
CARN. DAYCARE										
REV	34,440	104,232	430,390	24.22	39,726	110,028	408,496	26.93	(5,286)	(5,796)
EXPEND	27,589	85,187	356,143	23.92	23,898	79,923	341,719	23.39	3,691	5,264
NET	6,851	19,045	74,247	25.65	15,828	30,105	66,777	45.08	(8,977)	(11,060)
TOTAL PROGRAMS										
REV	711,064	2,031,105	6,845,651	29.67	694,831	1,964,345	6,699,216	29.32	16,233	66,760
EXPEND	450,418	1,209,487	5,096,642	23.73	415,113	1,151,581	4,966,503	23.19	35,305	57,906
NET	260,646	821,618	1,749,009	46.98	279,718	812,764	1,732,713	46.91	(19,072)	8,854

2015

2014

ADMINISTRATION

	MARCH	YTD	PROV BUDGET	%	MARCH	YTD	BUDGET	%	COMPARISON MONTH YEAR
ADMIN	3,348	9,517	36,156	26.32	3,216	10,160	36,111	28.14	132 (643)
PARKS AND REC ADMIN	0	(74)	20,160	-0.37	0	0	6,000	0.00	0 (74)
ACCOUNTS	267	786	20,750	3.79	241	676	17,700	3.82	26 110
TOTAL REVENUE	3,615	10,229	77,066	13.27	3,457	10,836	59,811	18.12	158 (607)
ACCOUNTING	48,624	123,013	473,751	25.97	33,617	102,171	462,627	22.08	15,007 20,842
PARKS & RECREATION	96,812	218,875	629,760	34.76	34,504	145,173	583,122	24.90	62,308 73,702
RECREATION CENTRE	61,736	202,296	828,598	24.41	59,012	198,062	814,152	24.33	2,724 4,234
TOTAL EXPENDITURE	207,172	544,184	1,932,109	28.17	127,133	445,406	1,859,901	23.95	80,039 98,778
NET ADMINISTRATION	203,557	533,955	1,855,043	28.78	123,676	434,570	1,800,090	24.14	79,881 99,385
MAINTENANCE									
MAINTENANCE RECOVERIES	(41)	(41)	0	#DIV/0!	0	0	(22,185)	0.00	(41) (41)
HENDERSON CENTRE	14,645	44,781	191,631	23.37	15,329	45,078	189,676	23.77	(684) (297)
RECREATION CENTRE	99,713	340,010	1,576,483	21.57	125,995	359,802	1,550,788	23.20	(26,282) (19,792)
MONTEREY CENTRE	15,746	51,858	241,812	21.45	17,422	52,251	233,315	22.40	(1,676) (393)
TENNIS PLACE	10,924	27,801	166,617	16.69	10,103	28,217	161,307	17.49	821 (416)
NET MAINTENANCE	140,987	464,409	2,176,543	21.34	168,849	485,348	2,112,901	22.97	(27,862) (20,939)
PARKS									
BOULEVARD TAX REVENUE	0	0	172,236	0.00	0	0	172,236	0.00	0 0
INVASIVE SPECIES	0	0	0	#DIV/0!	0	0	0	#DIV/0!	0 0
MISC. REVENUE	3,718	19,838	87,742	22.61	9,260	21,590	83,928	25.72	(5,542) (1,752)
TOTAL REVENUE	3,718	19,838	259,978	7.63	9,260	21,590	256,164	8.43	(5,542) (1,752)
EXPENDITURES:									
BOULEVARDS	6,050	51,774	251,070	20.62	8,346	41,908	245,598	17.06	(2,296) 9,866
LAWN BOWLING	10,275	14,049	21,309	65.93	303	1,369	21,032	6.51	9,972 12,680
LEAF CLEARING	0	3,855	29,444	13.09	0	3,215	29,005	11.08	0 640
PAR 3 GOLF	10,317	35,456	158,579	22.36	10,473	45,117	156,007	28.92	(156) (9,661)
PUBLIC WORKS	0	0	0	#DIV/0!	0	0	0	#DIV/0!	0 0
PARKS & PLAYGROUNDS	21,761	141,664	498,260	28.43	42,997	151,560	490,414	30.90	(21,236) (9,896)
INVASIVE SPECIES	1,967	1,967	18,331	10.73	0	0	18,060	0.00	1,967 1,967
TREE PRUNING	22,979	116,709	305,489	38.20	27,588	122,785	295,490	41.55	(4,609) (6,076)
TREE DONATIONS	0	0	2,500	0.00	0	0	2,500	0.00	0 0
SMALL BUILDINGS	14,855	43,827	180,150	24.33	16,276	46,375	176,315	26.30	(1,421) (2,548)
LAWNS AND GARDENS	5,299	49,743	302,338	16.45	13,469	49,082	299,758	16.37	(8,170) 661
FIELDS	17,185	60,246	176,670	34.10	15,704	62,454	174,849	35.72	1,481 (2,208)
BENCH DONATION	0	0	5,500	0.00	0	0	5,500	0.00	0 0
BENCH REFURBISHMENT	0	0	13,041	0.00	0	327	12,892	2.54	0 (327)
TOTAL PARKS EXPEND	110,688	519,290	1,962,681	26.46	135,156	524,192	1,927,420	27.20	(24,468) (4,902)
NET PARKS EXPEND	106,970	499,452	1,702,703	29.33	125,896	502,602	1,671,256	30.07	(18,926) (3,150)

SERVICE CONTRACTS

2015

2014

LIBRARY	REV	EXPEND	NET	2015			2014			COMPARISON			
				MARCH	YTD	PROV BUDGET	%	MARCH	YTD	BUDGET	%	MONTH	YEAR
	0	313	(313)	0	1,019	828	0.00	0	0	777	0.00	0	0
						7,522	13.55	143	419	6,755	6.20	170	600
						(8,694)	15.22	(143)	(419)	(5,978)	7.01	(170)	(600)

PARK EVENTS - 2015

5/1/2015

PARK AND AREA

Date

EVENT

January 2015

Windsor Park	Rugby	27-Jan-15	Tue	Women's Rugby Canada Practice 10am-3pm
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March 2015

Windsor Park	Rugby	3-Mar-15	Tue	Women's Rugby Canada Practice 10am-3pm
Willows Beach	Parking lot	14-Mar-15	Sat	Kiwanis paper shredding
Gyro Park	Park & Chip trail	29-Mar-15	Sun	Oakcrest Hop-a-thon 10am-1pm

April 2015

Anderson Hill		4-Apr-15	Sat	Wedding 1-4pm
Cattle Point		5-Apr-15	Sun	Oak Bay United Church Easter Sunrise Service
Uplands Park		12-Apr-15	Sun	My Fall Food 10am-4pm
Windsor Park	Rugby and Practice	April 13-17	mon-fri	Rugby Canada 8am-3:30pm/8am-6pm
Willows/OB Marina/McNeill Bay	Beaches	18-Apr-15	Sat	Gonzales Preschool Beach Clean-up (no Permit)
Uplands Park	Beach Dr Entrance	26-Apr-15	Sun	BCMB Botanical Walk 11pm-3pm
Willows Park	Parking	26-Apr-15	Sun	CFA Half Marathon will go by Willows possibly disrupting parking/access
Willows Park	Greenspace & Beach	30-Apr-15	Thurs	Evolve Rugby Canada/Temple St. Media filming 5pm-8pm

May 2015

Windsor Road	Road around park	3-May-15	Sun	OBW Wheelers race
Queens Park	Oak Bay Marina	16-May-15	Sat	Wedding 12:30pm-4:30pm
Carnarvon Park	Water Park	19-May-15	Tues	Fairfield After School Care Program 11:30am-2:30pm
Willows Park	Greenspace	24-May-15	Sun	Walk for MD 9am-4pm
Willows Park	Greenspace	24-May-15	Sun	Koolha! marathon 7am-11am
Willows Park	Greenspace	29-May-05	Fri	OBHS Year End BBQ - Tessa Kubicek 10:30-2:30

June 2015

Willows Beach	Greenspace/Field	June 5-7, 2015	F-Su	Oak Bay Area Party
Carnarvon Park	Water Park	12-Jun-15	Fri	Island Montessori Water Park 10:30am-3:30pm
Carnarvon Park	Water Park & Picnic Area	17-Jun-15	Wed	George Jay Keel Year End Celebration 10:30am-2:30pm
Willows Beach	Greenspace	18-Jun-15	Thurs	Gordon Head Middle School Gr. 6 Party
Willows Beach	Greenspace	18-Jun-15	Thurs	Oak Bay Rec Staff BBQ
Carnarvon Park	Lacrosse Box	19-Jun-15	Fri	Willows School
Willows Park	Greenspace & South Beach	19-Jun-15	Fri	Monterey middle school beach day 10am-2pm
Willows Beach	South	20-Jun-15	Sat	Wedding 12pm-4pm
Willows & Uplands Park	Roadways	21-Jun-15	Sun	CMHA Ride Don't Hide Bike Race PENDING APPROVAL
Willows Park	North Beach	22-Jun-15	Mon	Margaret Jenkins Beach Day 10am - 2pm
Willows Park	Greenspace	22-Jun-15	Mon	Victoria School for Ideal Educ. Sports Day 10am-2pm
Willows Park	Greenspace & South Beach	23-Jun-15	Tue	George Jay Beach Day 10am-2pm
Willows Park	Greenspace	30-Jun-15	Tues	Concert in the park 2-9pm

July 2015

Windsor	Rotary & Rugby Field	4-Jul-15	Sat	BCSS Picnic 9-4:30pm
Willows Park	Greenspace	7-Jul-15	Tues	Free Yoga 6-7pm
Lokier Gardens	Park	12-Jul-15	Sun	86th Birthday picnic & Family Renunion 11:30am-3:30pm
Willows Park	Greenspace	14-Jul-15	Tues	Free Yoga 6-7pm
Willows Park	Greenspace	15-Jul-15	Wed	Concert in the park 2-9pm
Anderson Hill		18-Jul-15	Sat	Wedding 10am-2pm
Windsor Park	Fields	18-Jul-15	Sat	Wagtail Car Club Event 7am-5pm
Willows Park	Greenspace & Beach	18-Jul-15	Sat	MEC P36 Direct 7am-24pm
Willows Park	Greenspace	21-Jul-15	Tues	Free Yoga 6-7pm
Willows Park	Greenspace	22-Jul-15	Wed	Concert in the park 2-9pm
Lokier Gardens		25-Jul-15	Sat	Mother daughter tea party 11-3pm
Willows Park	Greenspace	25-Jul-15	Sat	Genologics picnic 10:30-2:30pm
Windsor Road	Road around park	26-Jul-15	Sun	OBW Wheelers race
Willows Park	Greenspace	28-Jul-15	Tues	Free Yoga 6-7pm

August 2015

Queens Park	Oak Bay Marina	2-Aug-15	Sun	Wedding 11am-2pm
Willows Park	Greenspace	4-Aug-15	Tues	Free Yoga 6-7pm
Willows Park	Greenspace	5-Aug-15	Wed	Concert in the park 2-9pm
Willows Park	Greenspace	8-Aug-15	Sat	Wedding & tea picnic 10am-5pm PENDING COUNCIL APPROVAL
Willows Park	Greenspace	11-Aug-15	Tues	Free Yoga 6-7pm
Willows Park	Greenspace	12-Aug-15	Wed	Concert in the park 2-9pm
Willows Park	Greenspace	15-Aug-15	Sat	Our Place Staff Picnic 12-4pm
Windsor Road	Road around park	16-Aug-15	Sun	OBW Wheelers race
Willows Park	Greenspace	16-Aug-15	Sun	Avocette Staff Picnic 11am-3pm
Willows Park	Greenspace	18-Aug-15	Tues	Free Yoga 6-7pm
Windsor Park	Rugby Field	22-Aug-15	Sat	CFA Summer Social 8am - 6pm
Willows Park	Greenspace	25-Aug-15	Tues	Free Yoga 6-7pm

PARK EVENTS - 2015

5/1/2015

September 2015				
Anderson Hill		5-Sep-15		Wedding 1-5pm
Windsor Park	soccer, fn, rugby	Sept 5-7	sat-mon	Castaways FC tournament 8am-10pm all weekend
Willows Park	greenspace & south beach	12-Sep-15	sat	Paddle for health 7am-4pm PENDING APPROVAL
Willows Park	Greenspace	26-Sep-15	Sat	Family Practice Picnic 12-4pm
October 2015				
roads only	various roads - Uvic	4-Oct-15	Sun	CLB run for the cure (no park impact, roads only)
Programs on Fields				
Little Gyro	Willows	Windsor	Quimper	
2015 Field Closures				
All Fields	Dec 15, 2014 - Jan 16, 2015			
Henderson Sandfield (Soccer)	March 9- April 3, 2015			
Camarvon, Firemans	March 9 - March 27, 2015			
Windsor East	March 23 - April 3, 2015			
Windsor Rugby & Lafayette	June 8 - June 26, 2015 (limited use in July & August)			
Lafayette	June 8 - June 26, 2015			
All Fields	August 24 - Sept 4, 2015			
Henderson Par 3	early November - April			
Time Change: March 8 & November 1, 2015				

Recreation
Water Park
Wedding