To:

**Parks & Recreation Commission** 

From:

**Director of Parks & Recreation** 

Subject:

Rotary Club - Fundraising Dinner

Date:

January 8, 2014



www.recreation.oakbay.ca

### **PURPOSE**

The Oak Bay Rotary Club is requesting that rental costs for the Monterey Recreation Centre be waived, and that food be provided at cost, as part of their annual fundraising dinner. The Commission is expected to make a recommendation to Council.

### **BACKGROUND**

Attached is the formal request from the Rotary Club. They hold an annual fundraising dinner, with the proceeds earmarked for projects within the community. This year's theme is "New Orleans Mardi Gras" and the funds are being raised to support the teen centre portion of the new Neighbourhood Learning Centre (NLC). The planned date for the event is May 10, 2014.

### **ANALYSIS**

This is an annual event, and the requested fee adjustments have been approved in the past given that the funds come back to directly support municipal projects. Rotary Club representatives have been in ongoing discussions with staff to determine the equipment and associated costs that will be required for the teen space once the NLC is completed.

Further, this event is well attended and provides an opportunity to showcase the facility. This may generate additional bookings in the future.

The value of the waived rental and reduced food costs for the 2013 event was just over \$1,200. The Rotary Club did pay \$2,981.50 for staffing, food and rental equipment costs to hold the event.

### RECOMMENDATION

THAT the Commission recommends to Council that fees associated with the rental of the Monterey Recreation Centre be waived, and that food be provided at cost, in support of the Rotary Club of \_Oak Bay's fundraising dinner on May 10, 2014.

Ray Herman

Director of Parks & Recreation

To:

**Parks & Recreation Commission** 

From:

**Director of Parks & Recreation** 

Subject:

**Request for Playground Equipment** 

Date:

Friday, January 03, 2014



www.recreation.oakbay.ca

### **PURPOSE**

A request has been received to upgrade the playground equipment at Nottingham Park.

### **BACKGROUND**

Attached is a request from Vanessa van Raalte, along with an accompanying petition, requesting consideration to upgrade the playground equipment at Nottingham Park.

This park currently includes one small playground structure for younger children.

### **ANALYSIS**

There are currently no plans or requests for funding through any of the department's budget processes to enhance the playground equipment at Nottingham Park. A set of swings, for instance, would cost in the \$5,000 - \$10,000 range, fully installed. In order to add a project of this magnitude to the 2014 capital request, another item would need to be deleted. A review by staff of the projects submitted for 2014 did not identify any projects considered to be a lower priority than this playground request.

There is \$60,000 identified in 2020 to replace the current equipment in the 10 year capital plan. However, that funding is not approved — Council approves capital budget funding each year and not in advance.

Recent literature suggests that many parks have been over built with playground equipment, and that not enough open green space has been left available for active, unstructured play (running, tag, kicking a ball etc). Nottingham Park has a nice open area below the current playground structure that staff believe should remain void of additional infrastructure. However, there is some room beside the current structure where a set of swings could be installed without significant impact to available green space.

### FINANCIAL IMPACT

There is currently no available funding to enhance play equipment in Nottingham Park. Should the Commission so desire, staff can monitor the availability of funding through grants or service club donations if this request is considered a priority.

### RECOMMENDATION

- 1. THAT the Commission receive the correspondence from Vanessa van Raalte to consider upgrading playground equipment in Nottingham Park; and
- 2. THAT staff be directed to monitor funding opportunities that would allow for the installation of a swing set in the park.

Ray Herman

Director of Parks & Recreation

To:

**Parks & Recreation Commission** 

From:

**Director of Parks & Recreation** 

Subject:

**Leyland Cypress Request** 

Date:

January 8, 2014



www.recreation.oakbay.ca

### **PURPOSE**

An issue has been referred to the Commission from Municipal Hall. A resident has requested that a specific species of tree, Leyland Cypress, be excluded from the protected tree list.

### **BACKGROUND**

Attached is background material from the Municipal Clerk and from Charles Simpson. Through dealings with a Leyland Cypress on the neighbouring property, Mr. Simpson is now requesting that this species of tree be removed from the protected tree listing in the District's BYLAW No. 4326 A Bylaw to Regulate the Cutting of Trees.

### **ANALYSIS**

The Leyland Cypress is a fast growing conifer that, given its rapid growth, can often cause problems in an urban environment. The wording of the current Bylaw does not allow the Parks staff much flexibility in analyzing these trees and approving requests for removal when warranted. The Manager of Parks has indicated that more flexible wording with respect to the Leyland Cypress, and another fast growing tree – the Lombardy Poplar- would be very beneficial.

### **OPTIONS**

- Recommend to Council that the Tree Bylaw be amended to allow the Manager of Parks
   Services the authority to approve removal permits for Leyland Cypress and Lombardy Poplar
   trees on a case by case basis;
- 2. Recommend to Council that the Tree Bylaw be amended to specifically remove Leyland Cypress and Lombardy Poplar from the list and definition of protected trees;
- 3. Refer this issue to the Urban Forest Management review process;
- 4. Maintain the status quo.

### RECOMMENDATION

THAT the Commission recommend to Council that BYLAW NO. 4326 A Bylaw to Regulate the Cutting of Trees be amended to allow the Manager of Parks Services the authority to approve removal permits for Leyland Cypress and Lombardy Poplar on a case by case basis.

Ray Herman

Director of Parks & Recreation

### **Programs**

### **Aquatics**

- Willows School students visited the Oak Bay Recreation Centre on December 10<sup>th</sup> and took a tour of the swimming pool to learn more about becoming active members of their community.
- Seven lifeguards spent Christmas Day afternoon keeping a pool full of swimmers safe and entertained from 1:00 to 3:30pm. Swimmers made donations of non-perishable food items to take a dip on Christmas Day.
- Santa and the Gingerbread Man visited the pool Saturday, December 21<sup>st</sup> and Sunday, December 22<sup>nd</sup> to visit with swimmers & play reindeer games.
- Fall swimming lessons came to an end this month. A new set will begin in early January.

### **Fitness**

- The 34<sup>rd</sup> Annual Merrython Fun Run was held on Sunday, December 1<sup>st</sup> at Henderson Recreation Centre. The event included an 8km run, a 4km walk and a 1km children's event. The Rotary Club of Oak Bay sponsored the event which included a silent auction and prizes. There were 159 participants running and walking to support the Rotary Club of Oak Bay in their local and international projects.
- In collaboration with the Times Colonist, four municipal recreation centers including Oak Bay, City of Victoria, Westshore and PISE centre have all helped to support this year's TC Health Club Challenge. The format is slightly different this year with a family to be chosen in January to participate.

### **Community Recreation**

- In addition to the Friday preschool dance class, Saturday classes were added and allowed 31 aspiring dancers to try their feet at tap, jazz, and ballet. In total 73 dancers completed the fall dance programs.
- Pickleball is all the rage at Henderson. A new Thursday Drop-in and Rent-a -Court time has been added for this growing sport phenomenon. There was demand for an additional Level 1 class to be added so newcomers to the sport could learn the basics.
- December was a busy month for the After School Program as two extended days of care were offered to accommodate Willows Elementary early dismissal. The children were able to attend the program at 11:52am and the afternoons were filled with picnic lunches, playground time, crafts, out trips and activities.
- The middle of December marked the completion of the first set of swim lessons, skate lessons and the very successful Multi Sport Program. The children and families all enjoyed the many lesson and activity opportunities the Fun Factories offered this fall.
- In the New Year the After School Program will be launching a 'Girls Only' sample sport program, dance lessons, and tennis lessons.
- In December the daycare celebrated an international holiday season. One student's mother and ya-ya (grandma) came to the daycare to talk to the children about Chanukah. They brought in driedals, latkes and sang traditional Chanukah songs with the children. Ya ya played the guitar for the children. It was great!
- The annual daycare Christmas concert was on December 12<sup>th</sup>. The children dressed as snowmen and sang songs in front of their families and Santa paid a visit. Families also enjoyed a large cake to help celebrate the Daycare's 25<sup>th</sup> anniversary year.

### **Monterey Centre**

- Monterey Volunteers kicked off the Christmas season by decorating the centre and two Christmas trees on November 29<sup>th</sup>. The Oak Bay Seniors Activity Association hosted a bear tree for CFAX Santa's Anonymous.
   Monterey Members generously participated and brought in unwrapped gifts for children in need in Greater Victoria.
- The Monterey Volunteers Christmas Luncheon was enjoyed by approximately 100 Volunteers on December 2<sup>nd</sup>. Volunteers enjoyed a lovely buffet luncheon and words of thanks and appreciation from staff and Ray Herman, Director, Parks and Recreation.
- The annual members Christmas Dinner was held on December 11<sup>th</sup> 198 members and guests attended and enjoyed a delicious turkey dinner served by Mayor and Council and the Director, Parks and Recreation. Lively after-dinner entertainment was provided by the Village Squires.
- The annual Christmas Carol Sing-a-long event on December 19<sup>th</sup> was thoroughly enjoyed by all.
- December trips included an outing to the Puss 'n Boots Pantomime Theatre and two Christmas lights bus tours.

### Arena / Teens / Indoor Sports Field

- The Indoor Sports field was busy in December particularly over the Christmas break period when the Bays United Juniors hosted their annual soccer tournaments. Tournaments are all day events and ran on December  $20^{th}$ - $22^{nd}$  and December  $27^{th}$ - $29^{th}$ .
- The Fall Hockey League wrapped up December 16<sup>th</sup> with the Blue team taking the finals. Winter Hockey League starts up again January 5<sup>th</sup> and will run until the end of March.
- Learn to Skate numbers continue to be strong. January will mark the 3<sup>rd</sup> lesson set and will run until the end of February.
- Schools Skates were very popular in December with a total of 28 extra skate sessions added for schools and skate parties.
- Teen centre is closed for the December holidays from December 20<sup>th</sup> to January 5<sup>th</sup>.

### **Sportsview**

- Sports View hosted many Christmas functions during December including the Coasters & Pioneers Christmas
   Luncheon, Shaw Cable Kids Christmas Party Brunch for 435 guests, the Hospice Walking Group, Water Aerobics
   Ladies Luncheon, The Society of Retired Engineers luncheon, St Michael's School Parents Group and numerous
   sport team wrap up parties.
- The Bay's United "Bring It Indoors" soccer tournaments and Victoria Ultimate Frisbee were also busy events for Sports View during December.
- The final live music Swing Series concert wrapped up with a wonderful performance from The Stomp Club.

### **Tennis**

- The insulated bubbles have had some positive comments during the cold snap in the month of December. Many smiles during public bookings and lesson programs.
- The 2 ½ week New Year's Classic Tournament is under way. The juniors and teens matches were held December 27<sup>th</sup> -30<sup>th</sup>. The adults get under way Wednesday, January 1<sup>st</sup>. The tournament has over 200 players registered this year with 45 events being offered for Juniors, Teens, Adults and Seniors. The Junior events are now

### Program, Parks and Physical Plant Report December 2013 Parks and Recreation Commission Meeting January 2014

designated a higher level of competition and are attracting more mainland players. The Junior finals were held on Monday, December 30<sup>th</sup>, mixed doubles finals Sunday, January 5<sup>th</sup> with all other finals being held on Sunday, January 12<sup>th</sup>.

### **Upcoming Events**

- New Year's Classic Tennis Tournament is running from Wednesday, January 1, 2014 9:00am to Sunday, January 12, 2014 11:00pm
- Maureen Washington, Jazz singer, performs in the Upstairs Lounge at 7:30 pm on January 9<sup>th</sup>.
- The Capital City Syncopators, perform in the Upstairs Lounge at 7:30 pm on February 6<sup>th</sup>
- Monterey Rummage Sale is Saturday February 22, for 9 am to 1 pm.
- Brishen performs in the Upstairs Lounge at 7:30 pm on March 6<sup>th</sup>.

### Physical Plant

### Maintenance

- As the year came to an end the maintenance department was busy completing projects started during 2013.
   There were a number of heat pump and furnace related issues during December; some of these issues will continue into January as parts become available.
- A big thank you to the auxiliary maintenance staff who helped fill in during December. There were 32 extra shifts that needed to be filled during December compared to November.
- Grouting of the shower areas was completed during the extended closure between Christmas Eve and Christmas Day. Extra cleaning was completed during the extended closure between New Year's Eve and New Year's Day.

### **Parks**

- The renovations to the Parks office and lunchroom are now complete.
- New fences have been installed in front of the dugouts at Henderson ball diamond.
- A portion of fence has been replaced on the Walbran Park trail that runs from Sunset Lane to Dennison.
- 170 yards of engineered wood chips have arrived for our playground surfaces.
- The tree crew is busy planting trees while the rest of the crews are working on leaf cleanup and general field and garden maintenance.

### Tree Report for 2013

### Public Property

The Arboriculture crew removed 77 trees from public land in 2013. These trees were removed because they were dead, diseased, dying or structurally unsound.

There were 78 trees planted on public property and 31 of these were Garry Oaks. Public property includes boulevards, parks and other Municipal owned property.

### **Private Property**

The Parks Department issued 280 permits in 2013. 120 permits were issued for removal of trees protected under the Tree Protection Bylaw. These permits were issued because the trees were dead, diseased, dying, were structurally

### Program, Parks and Physical Plant Report December 2013 Parks and Recreation Commission Meeting January 2014

unsound or needed to be removed for construction. A total of 154 bylaw protected trees were removed from private property. 101 of these trees were of protected species and 15 were removed for construction.

### **Security Deposit and Enforcement**

10 deposits were collected for a total of \$10,000. 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. 18 trees are required to be replanted. Bylaw enforcement issued \$2,500 I tickets for 2013.

### **Tree Work Orders for Park Staff**

The Arboriculture crew handled 699 work orders related to tree protection and public tree maintenance and invasive species removal.

## Oak Bay Parks: Report on Administration of Tree Protection Bylaw (#4326, 2006) Protected trees: permits for removal, replacements

2013	<b>Private Property</b>	perty							:	Municipal Property	Property	.
	Permit	Permits approved	approved		Trees	Trees removed	ved	Total	Replacement	Trees	20	Replacement trees
	Requests	Removal Pruning	Pruning	Pro	Protected		Building	Trees	Trees	Removed		
Month	(S.2 or s.16)	5.2	s.16	Native C	Other	Total	(s.2 or s.3)	Removed	Required	(s.22)	Native	Others
Jan	8	3	5	5	0	5	0	5	0	5	5	Ì
Feb	15	7	∞	4	4	∞		8	!	5	Ь	
Mar	19	7	15	4	ω	7	Ь	7	2	9	ш	
Apr	27	13	16	7	∞	15	⊢	15	3	8	₽	
Мау	19	œ	14	ω	6	9	Н	9	3	10	0	
Jun	40	18	26	17	9	26	ъ	26	3	5	0	
Jul	34	19	18	14	8	22	4	22	3	6	0	
Aug	16	7	11	ယ	ω	6	0	6	0	5		
Sep	38	13	28	17	ω	20	G	20		5	0	
Oct	33	16	19	15	8	23	0	23	0	5	0	
Nov	21	6	16	10	0	10	2	10	4	9	11	
Dec	10	ω	9	2	₽	ω	0	ω	0	5	12	
Totals	280	120	185	101	53	154	15				31	
							Key Totals	154	18	77		İ
Note: "Tr	Note: "Trees Removed-Ruilding" includes trees removed within building envelopes	Ruilding" i	ncludes tr	oos remo	iw ha	<u> </u>	ilding on olon				•	

Permit required under this bylaw or development permit to cut down or damage a protected tree

replacement trees required only for trees removed outside building envelope

s. 3 Trees within building envelope Key bylaw sections:

s. 10 Replacement trees required, security deposits

Protected (native) species: Garry oak, Arbutus, Pacific Yew, Black Hawthorn, Pacific Dogwood Trees on public property

Pruning only

s. 22

Security deposits:		#	Amount
Year-to-date:	Received	10	\$9,000
	Refunded	0	\$0
	Forfeited		

(110)	(ALD)	Tickets issued:
ľ	S	#
20,500	ድጋ ፣ የጋ	Amount

### OAK BAY PARKS AND RECREATION

# STATEMENT OF REVENUE AND EXPENDITURE SUMMARY

### FOR THE MONTH OF NOVEMBER 2013

## COMPARED TO THE MONTH OF NOVEMBER 2012

	Adjustments: November 2013 Water Charges in December November 2013 Phone Charges in December	NET EXPENDITURE	EXPENDITURE	REVENUE		
13	cember	13:	723	590	NOVEMBER	
133,347		133,347	723,766	590,419	Ë	
3,063,549	3,006 917	3,059,626	9,456,579	6,396,953	YTD	2013
3,682,702		3,682,702	10,640,154	6,957,452	BUDGET	
83.19		83.08	88.88	91.94	%	
237,862		237,862	764,439	526,577	NOVEMBER	
3,133,964		3,133,964	9,375,597	6,241,633	YTD	2012
3,525,823		3,525,823	9,375,597 10,385,088	6,859,265	BUDGET	
88.89		88.89	90.28	91.00	%	
		(104,515)	(40,673)	63,842 155,320	COMPARISON MONTH YEAR	
		(74,338)	80,982	155,320	RISON YEAR	

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2013

2012

COMMUNITY RECREATION (Cash Basis) (Accrual Basis) ARENA AQUATICS PAR 3 GOLF FOOD SERVICES **SSENTIF** ľ REV NET NET. EXPEND NET REV NET REV NET ZET REV REV EXPEND EXPEND EXPEND EXPEND **EXPEND** NOVEMBER 117,719 66,158 (14,479)129,680 59,075 32,757 34,499 48,004 62,483 59,287 20,556 51,561 38,731 70,605 (1,742) (3,133) 1,496 944 552 1,092,192 575,494 1,297,121 802,266 ď 884,130 950,121 622,601 211,855 516,698 285,650 336,217 410,746 494,855 120,305 173,496 53,191 (50,567) (39,865) (65,991) BUDGET 934,682 1,071,077 1,444,484 888,831 1,141,134 662,828 351,657 381,985 (136, 395)682,652 242,423 145,862 555,653 440,229 199,423 53,561 (30,328)478,306 108.03 131.45 166.73 93.30 82.48 87.00 99.31 81.23 88.02 94.59 88.71 91.20 87.39 95.71 86.82 89.06 89.80 90.26 48.38 % NOVEMBER 120,474 66,813 (11,627)47,873 59,500 97,519 60,316 37,203 36,178 33,410 48,301 19,951 53,661 28,350 1,435 179 2,768 1,256 1,234 1,324,776 829,377 1,025,805 549,748 Ŧ 315,338 358,307 862,340 958,440 559,987 199,137 476,057 495,399 137,066 360,850 189,830 52,764 (29,498)(42,969) (96, 100) BUDGET 926,818 1,047,181 1,438,131 860,687 1,097,725 592,968 383,589 413,545 (120,363) 671,669 242,757 214,897 49,848 428,912 504,757 577,444 165,049 (29,956)88.34 105.85 143.44 93.04 91.53 83.05 98.47 82.21 86.64 79.84 84.13 83.37 82.03 94.31 93.45 92.71 85.79 92.12 96.36 % COMPARISON MONTH YEAR 33,402 32,161 (1,241) 10,381 10,986 605 (2,100)(4,510)(3,421) 1,089 (2,852)131 2,983 (2,755) (655) (704) (16,761) 61 765 (27,655) (27,111) (16,334) 427 (29,688) (22,090) 40,641 66,387 25,746 30,109 49,896 62,614 21,790 12,718 (7,598)(8,319) (544)

PROGRAMS			2013				2012				
		NOVEMBER	YTD	BUDGET	%	NOVEMBER	YTD	BUDGET	%	COMPARISON MONTH YEA	RISON YEAR
TENNIS	REV	40,346 17,446	435,368 197,651	475,382 216,715	91.58 91.20	41,430 14,226	438,612 200,974	482,394 236,817	90.92 84.86	(1,084) 3,220	(3,244) (3,323)
	NET	22,900	237,717	258,667	91.90	27,204	237,638	245,577	96.77	(4,304)	79
SAII NO											
SAILING	EXPEND	1,422	25,279 22,892	24,785 24,636	101.99 92.92	00	22,678 24,342	23,616 22,925	96.03 106.18	0 1,422	2,601 (1,450)
	NET	(1,422)	2,387	149	1602.01	0	(1,664)	691	-240.81	(1,422)	4,051
Indoor Sports Field	REV	21,483 1.984	192,889 80,343	216,650 86.597	89.03 92.78	10,117	195,563 79 741	211,813	92.33	11,366	(2,674)
			,				;	-	į	(10)	9
	NET	19,499	112,546	130,053	86.54	8,117	115,822	122,466	94.57	11,382	(3,276)
TEEN PROGRAM	REV EXPEND	827 3,096	25,312 48,157	30,600 58,783	82.72 81.92	573 4,069	28,750 51,380	27,938 57,426	102.91 89.47	254 (973)	(3,438) (3,223)
	NET	(2,269)	(22,845)	(28,183)	81.06	(3,496)	(22,630)	(29,488)	76.74	1,227	(215)
MONTEREY CENTRE	REV EXPEND	76,079 84,749	703,906 809,861	751,588 901,575	93.66 89.83	61,893 92,446	694,660 801,113	752,209 876,725	92.35 91.38	14,186 (7,697)	9,246 8,748
	NET	(8,670)	(105,955)	(149,987)	70.64	(30,553)	(106,453)	(124,516)	85.49	21,883	498
CABN DAYCABE		34 460	254 752	200	25		201	21.2			
COLUMN COLUMN	EXPEND	27,563	293,069	329,494	88.95	39,943 25,278	325,007 271,198	302,484	94.46 89.66	(5,4/5) 2,285	26,745 21,871
	NET	6,905	58,683	59,187	99.15	14,665	53,809	41,574	129.43	(7,760)	4,874
	REV	562,146	6,089,696	6,641,718	91.69	505,736	5,983,346	6,574,857	91.00	56,410	106,350
PROGRAMS	N	100			3						
	NET	182,171	1,708,579	1,723,213	99.15	127,548	1,606,825	1,782,147	90.16	54,623	101,754

2012

2013

	LiBRARY	SERVICE CONTRACTS
NET	REV EXPEND	C Z Z Z Z Z Z Z Z Z Z Z Z Z Z Z Z Z Z Z
(250)	0 250	0
(7,204)	0 7,204	ΥTD
(6,101)	671 6,772	BUDGET
(6,101) 118.08	0.00 106.38	%
(955)	955	0
(4,958)	4,958	TTD
(6,553) 75.66	894 7,447	BUDGET
75.66	894 0.00 7,447 66.58	%
705	0 (705)	COMPARISON MONTH YEAR
705 (2,246)	0 0 (705) 2,246	YEAR