

To: **Parks & Recreation Commission**
From: **Director of Parks & Recreation**
Subject: **MEC PaddleFest 2014**
Date: **February 5, 2014**



www.recreation.oakbay.ca

PURPOSE

Mountain Equipment Co-op has requested use of Willows Park, including the beach area, for their annual PaddleFest on Saturday, July 12, 2014 (request attached).

BACKGROUND

PaddleFest has become an annual event with good attendance from the community. The past events have been well run and there are no concerns from a staff perspective.

The Commission is being asked to approve use of Willows Park for this event. Approval for a number of other requests (use of the parking lot, on site sales etc.) must be provided by Council.

RECOMMENDATION

1. THAT the Commission approve use of Willows Park and Beach as requested by Mountain Equipment Co-op to hold the 2014 PaddleFest event on Saturday, July 12th; and
2. THAT the submission be forwarded to Council to consider other requested approvals.

Ray Herman
Director of Parks & Recreation

To: **Parks & Recreation Commission**
From: **Director of Parks & Recreation**
Subject: **New Triathlon Proposal – Willows Park**
Date: **February 5, 2014**



www.recreation.oakbay.ca

PURPOSE

The Commission is being asked to consider a request to hold a sprint triathlon event at Willows Park/Beach on August 24, 2014.

BACKGROUND

Attached is a request to hold a sprint triathlon from Human Powered Racing, a private company that puts on events of this nature. Participants would swim off of Willows Beach and then bike and run in the neighbouring streets.

The date proposed is Saturday, August 24th. This date conflicts with the Tour de Victoria cycling race. While the Tour de Victoria does not make use of any park space in Oak Bay, the race route conflicts with the route proposed for the triathlon. Approval for the Tour de Victoria is granted by Council, but has yet to be granted for 2014.

Oak Bay has seen a significant rise in the number of event requests and events being held. The past two years have seen conflicts between approved events that needed to be managed afterward to ensure everyone's safety. Thus, for 2014 all event requests were held until Council provided direction to establish event approval guidelines. These will now be developed and hopefully implemented for 2015 event requests.

As noted in the attached letter, Mr. Dibden of Human Powered Racing submitted his request for event approval prior to the Tour de Victoria. However, this has not been a factor in past event approvals, and the delay turned out to be beneficial in allowing proper discussion and analysis to take place without one event having been approved prematurely.

ANALYSIS

The issue of the routes of the two events conflicting, and any plans to resolve that conflict, will require the approval of the Oak Bay Police after reviewing the traffic management plans for the events.

It appears that the best way to proceed is for the Commission to make a decision on the use of Willows Park for the triathlon. If approval is granted, Council will then ultimately need to decide if one or both of the events are approved for use of the streets.

As part of the Commission's decision, you may want to consider the following:

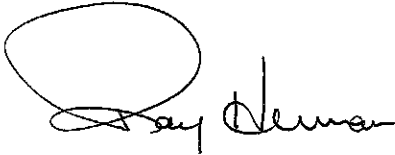
- Are you comfortable approving an event at Willows Beach in August, at a time when park/beach attendance is highest? The proposal suggests that the awards will be presented at approximately 11:00am. It would be reasonable to assume that clean up after the event will last until noon or so.
- Are you comfortable approving an event run by a private business? There is precedent with the MEC PaddleFest and 5K/10K run; MEC has indicated that monies generated by the event simply cover the event costs, and that no profit is realized. The Human Powered Racing proposal is silent on this topic.
- Does the event provide benefit to the community?

OPTIONS

1. Approve use of Willows Park and beach for the event. Further approval will be required from the Oak Bay Police and Council before the event has full approval to proceed.
2. Deny the request for park use.

RECOMMENDATION

THAT the Commission consider the request from Human Powered Racing to hold a triathlon event at Willows Park on August 24, 2014.

A handwritten signature in black ink, appearing to read "Ray Herman". The signature is written in a cursive style with a large, prominent loop at the beginning.

Ray Herman
Director of Parks & Recreation

Programs

Aquatics

- The programming team is preparing to introduce the Red Cross Preschool Program beginning in the summer of 2014. This decision was reached through a review of the content of the current in-house developed preschool swimming program and will introduce a new, streamlined teaching approach for instructors and swimmers.
- The newly introduced "I Love Water Polo" program is enjoying a busy start and proving popular among swimmers who have completed the Red Cross Swim Kids Program and are looking to stay active in the pool. A second session begins following Spring Break.
- Monterey, Willows, SMUS and GNS swim teams wrapped up practices this month in preparation for upcoming school swim meets.
- On Friday, February 14th, patrons could attend both the evening swim and skate sessions for one drop-in price in celebration of Valentine's Day.
- Red Cross Water Safety Instructor and National Lifeguard Service programs began in February. The Water Safety Instructor course has a Greater Victoria Advanced Aquatic Assistance Program candidate participating in the program.
- February was Heart Health month and the aquatics team celebrated with the Healthy Heart Swim on February 8th featuring games and activities to get swimmers hearts pumping.
- Seven new team members have begun training to join the lifeguarding team; they have been on deck this month completing orientation activities and shadow lifeguarding shifts.

Fitness

- Recreation Oak Bay's Times Colonist Health Challenge participant, Chrystine, is working hard and well underway with her fitness goals. Under the direction of personal trainer Mary-Anne Levson, Chrystine participates in Fit and Fabulous and 8 Weeks to a New You fitness programs. Chrystine is very appreciative of the support she receives from all the fitness staff involved in her training and has made fitness a part of her busy schedule.
- Strength training equipment upgrade bids closed on February 14th. The Fitness staff are visiting other facilities to compare products for the strength equipment upgrade planned for July 2014.
- Zumba Toning and Turbo Kick are registered programs that now allow drop-in participants (\$12 to drop-in and \$6 for pass holders). These classes have been well attended and have received great reviews. Regular Zumba classes will be added in the spring.
- The POPAT and Police obstacle testing course has been running with 12 recruits registered. Private POPAT and PARE fitness testing with instructor, Nino Samson, has been fully booked going right through to March with upcoming Police testing scheduled at the end of February. Recruits are eager to try out the course and work on their skills in preparation for their upcoming fitness testing.

Community Recreation

- Pickleball is still the latest craze at Henderson. The pickleball classes, drop-ins and rent-a-court have been overflowing with new and seasoned players. One drop-in session was full with 30 drop-in players. The plan is to try to add another day and time in April to accommodate the demand.

Program, Parks and Physical Plant Report February 2014
Parks and Recreation Commission Meeting March 2014

- The daycare children celebrated Valentine's Day with a party and made heart shaped toast with Nutella. The house keeping area was transformed into an area where the children could draw and write nice things to their friends and mail them in a mailbox for delivery.
- The children experienced some exciting new activities including Yoga on Thursday mornings and Kodaly music classes on Wednesdays. They have truly enjoyed these activities and the daycare staff has received very positive feedback from the parents. A field trip to Oak Bay Library is planned for February 26th.
- A baby bulletin board has been created with every child's baby picture. Both parents and children have enjoyed looking at all the cute baby photos.
- The After School Care program is excited to have started a centre wide art project. The children and their leaders read a book entitled "The Dot" and have began creating their own 'dots' that will be made in to a collage and shared at the Oak Bay Recreation Centre and Henderson Centre. The focus of the project is to encourage creativity and self-worth amongst the children. When the children are not creating artistic masterpieces they are busy with swim lessons, dance lessons and more. The After School Care program is looking forward to offering tennis lessons starting up shortly and skating lessons will begin again in a few weeks time.
- One of the February highlights was Valentine's Day, After School Care celebrated with red snacks, freeze dance parties and Valentine's card creations.
- Registration for September 2014 Afterschool Care was a success with over 76 families already registered. A number of families showed up at the crack of dawn to secure spots for their Kindergarten children.
- February was a busy month for Kindergym. There were 2 sellout special Kindergyms for Family Day and Valentine's Day. The Family Day Kindergym included more structured games, such as parachute games to get the whole family involved. The Valentine's Day Kindergym included a large heart necklace/card craft where the children could express their love through glitter glue, pompoms and other sticker shapes. New Kindergym times on Thursday mornings have been well received with a minimum of 30 children attending either the 9:15am or 10:30am time slots.
- To encourage more active play in the community, there was a drop-in Pro D Day Gym on Friday, February 21st from 1:30-4:30pm. The Henderson gym was open for school friends and families to come and play whatever sport or activity they preferred.

Monterey Centre

- February was Heart Smart Month at Monterey. Carolyn Thomas, a heart attack survivor, conducted a free talk for members on February 6th on how to prevent heart disease and the signs and symptoms of heart problems in women.
- Caroline Macey-Brown from the Heart and Stroke Foundation held complimentary blood pressure readings in the lobby on February 12th.
- The Oak Bay Emergency Program presented a Seniors Preparedness Workshop on February 13th.
- 130 members and guests enjoyed the Glittery Affair Event on February 11th that featured the Bob Morrison orchestra and a ballroom dance demonstration by Monterey Members, Bob & Nadine Woodall.
- The Oak Bay Seniors Activity Association held their annual Rummage Sale on February 22nd. Treasure hunters braved the cold temperatures and light snow to line up outside the centre for the 9:00am opening. The event was a huge success with over \$6,700 was raised.

Program, Parks and Physical Plant Report February 2014
Parks and Recreation Commission Meeting March 2014

- On February 26th, 18 Monterey members participated in a trip to Dunlop House at Camosun College. Participants enjoyed lunch prepared by the Hotel and Restaurant Management program.
- Popular courses this winter include: fitness, art, languages, cooking and meditation.
- Upcoming events include, the Monterey Middle School Intergenerational Project with the Craft Carnival Club and the iPad Club that runs mid February to mid March. The children and the members are going to work together on keepsake projects to mark Monterey School's 100th Anniversary.

Arena / Teens / Indoor Sports Field

- The Indoor Sports Field is busy with ball clubs, soccer teams and rugby all moving indoors with the change of weather. The earliest available start time is Mondays at 10:00pm; the rest of the time is booked.
- Soccertron programs are busy for winter with full classes for 3-7 year olds and 15 registered for 7-10 year olds.
- The Adult Hockey League, winter session, started at the beginning of the month and it is full with a waitlist. We are already seeing registrations for the spring, summer and old timer sessions.
- Lunch drop-in hockey continues to be strong, both the 19 plus and 40 plus sessions are generally full with a waitlist.
- Family Day skate on February 10th had 306 people attend the skate. The admission was free thanks to a provincial government grant. Skaters paid for skate rentals.
- Lunch drop-in at the teen centre is showing consistent numbers in the 15-20 range.
- Playtime Childminding has an average of 6 participants each day.

Tennis

- The University tournament was hosted by the UVIC team January 31-February 2 in the 4 court bubble. It was a huge success. There were 14 individual teams from 6 Universities: U of Washington, Portland State, UBC, UVic, SFU and U of Alberta. University of Washington won beating University of Alberta and UVic finished third.
- Preparation is under way for the annual Junior Spring Break Tournament.

Upcoming Events

- Brishen performs in the Upstairs Lounge, March 6th at 7:30 pm.
- The St. Patrick's Day Dinner at Monterey is March 12th.
- The Annual Monterey Note-Ables Show – "Enjoy Yourself" is April 5th and 6th.
- The Henderson Golf Course opens March 8th, weather permitting, for a fee of \$3 per round during March.
- St. Patrick's Day Family and Everyone Welcome Skates will be Sunday, March 16th from 12:00-4:30pm.
- St. Patrick's Day Skate and Swim for one admission price, is Monday, March 17th. Skate 1:30-3:00pm and swim 3:00-5:00pm.
- Earth Hour Skate is on Saturday, March 29 during the Everyone Welcome Skate 7:30-8:45pm
- Garry Oak Ecosystem Restoration Event at Uplands Park will be held on Saturday, March 29, 10:00am to 1:00pm hosted by Friends of Uplands Park.

Physical Plant

Maintenance

Program, Parks and Physical Plant Report February 2014
Parks and Recreation Commission Meeting March 2014

- February has been busy with day-to-day repairs and preventive maintenance tasks.
- Honeywell was awarded the job of replacing the “A” bank of compressors in the Pool dehumidifier system. This job should be started in the next few weeks.
- Eight new metal exit doors were ordered to replace eight wooden doors in the arena area that have delaminated and are difficult to open and close.
- A number of pumps and seals were rebuilt this past month as part of our Preventive Maintenance Program. We also purchased our first license for a “cloud” based preventative maintenance program. This should improve the ability to track and monitor all the systems and equipment in the facility. Once the program is fully implemented further licenses will be purchased to allow technicians complete access to information on all the facility equipment wirelessly online throughout the building. Wireless access will also be extended to the existing computerized DDC system.

Parks

- Parks has received a proposal/report to introduce prescribed burns to Uplands Park
- Parks received over 120 applications for the 9 auxiliary summer positions
- The Henderson Park Par 3 golf course will re-open early March.

Tree Report

Public Property

For the month of January, Parks staff removed eight trees from public property of which none were protected native species. The trees were removed because they were dead, diseased, dying or structurally unsound.

For the month of January, Parks staff planted eleven trees on public property of which five were protected Garry Oak. Public property includes boulevards, parks and other Municipal owned property.

Private Property

For the month of January; four removal permits were issued for removal of five trees protected under the Tree Protection Bylaw. These permits were issued because the trees were dead, diseased, dying or structurally unsound. Three were Garry Oaks and two were not species protected. No replacement trees are required. Eight permits were issued for pruning protected trees.

There were no protected trees removed for development this month.

Security Deposit and Enforcement

For the month of January no security deposits were received and none were 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.

For the month of January Bylaw enforcement staff issued no tickets.

Tree Work Orders for Park Staff

For the month of January, the Arboricultural crew handled 49 work orders related to tree protection and public tree maintenance along with working on their cyclical tree pruning throughout the Municipality. The pruning area this year is the Uplands area and the Lansdowne slope.

Tree Planting

Parks staff planted 11 trees in January, 5 of which were Garry Oaks. One of the oaks was a memorial tree planted in Uplands Park.

OAK BAY PARKS AND RECREATION
 STATEMENT OF REVENUE AND EXPENDITURE SUMMARY
 FOR THE MONTH OF JANUARY 2014
 COMPARED TO THE MONTH OF JANUARY 2013

	2014		2013						
	JANUARY	YTD	PROV BUDGET	%	JANUARY	YTD	BUDGET	%	COMPARISON MONTH YEAR
REVENUE	812,790	812,790	6,989,211	11.63	860,513	860,513	6,957,452	12.37	(47,723)
EXPENDITURE	1,002,545	1,009,590	10,670,294	9.46	897,039	897,039	10,640,154	8.43	105,506
NET EXPENDITURE	189,755	196,800	3,681,083	5.35	36,526	36,526	3,682,702	0.99	153,229

Adjustments:

3 FT Inside Pay Periods January 2014, March 2013
 Wages -110,240
 Labour Load -25,080
 Annual Pass Deferred Payments, Procedure Change Feb 2013 -64,421

189,755	-2,941	3,681,083	-0.08	36,526	36,526	3,682,702	0.99
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PROGRAMS

2014

2013

JANUARY YTD PROV BUDGET % JANUARY YTD BUDGET % COMPARISON MONTH YEAR

	JANUARY	YTD	PROV BUDGET	%	JANUARY	YTD	BUDGET	%	COMPARISON MONTH YEAR
AQUATICS									
REV	143,785	143,785	1,485,163	9.68	197,081	197,081	1,444,484	13.64	(53,296) (53,296)
EXPEND	78,109	80,557	910,878	8.84	70,565	70,565	888,831	7.94	7,544 9,992
NET	65,676	63,228	574,285	11.01	126,516	126,516	555,653	22.77	(60,840) (63,288)

FITNESS									
REV	182,637	182,637	1,180,465	15.47	187,632	187,632	1,141,134	16.44	(4,995) (4,995)
EXPEND	44,009	44,055	654,157	6.73	37,292	37,292	662,828	5.63	6,717 6,763
NET	138,628	138,582	526,308	26.33	150,340	150,340	478,306	31.43	(11,712) (11,758)

ARENA									
REV	97,972	97,972	655,489	14.95	97,131	97,131	682,662	14.23	841 841
EXPEND	21,261	21,261	241,366	8.81	18,626	18,626	242,423	7.68	2,635 2,635
NET	76,711	76,711	414,123	18.52	78,505	78,505	440,229	17.83	(1,794) (1,794)

COMMUNITY RECREATION									
REV	83,367	83,367	957,880	8.70	87,055	87,055	934,662	9.31	(3,688) (3,688)
EXPEND	55,587	55,808	1,078,237	5.18	56,758	56,758	1,071,077	5.30	(1,171) (950)
NET	27,780	27,559	(120,357)	-22.90	30,297	30,297	(136,395)	-22.21	(2,517) (2,738)

FOOD SERVICES									
REV	37,238	37,238	305,621	12.18	40,401	40,401	351,657	11.49	(3,163) (3,163)
EXPEND	49,721	49,721	326,248	15.24	43,724	43,724	381,985	11.45	5,997 5,997
NET	(12,483)	(12,483)	(20,627)	60.52	(3,323)	(3,323)	(30,328)	10.96	(9,160) (9,160)
(Cash Basis)	807	807		-3.91	5,538	5,538		-18.26	

(Accrual Basis)

PAR 3 GOLF									
REV	230	230	181,560	0.13	186	186	199,423	0.09	44 44
EXPEND	0	4	51,577	0.01	0	0	53,561	0.00	0 4
NET	230	226	129,983	0.17	186	186	145,862	0.13	44 40

PROGRAMS

2014

2013

COMPARISON
MONTH YEAR

JANUARY YTD PROV BUDGET %

JANUARY YTD BUDGET %

%

JANUARY YTD

REV EXPEND NET

PROGRAM	REV	EXPEND	NET	JANUARY	YTD	PROV BUDGET	%	JANUARY	YTD	BUDGET	%	COMPARISON MONTH	COMPARISON YEAR
TENNIS	88,897	17,921	70,976	88,897	88,897	488,906	18.18	84,864	84,864	475,382	17.85	4,033	4,033
				17,921	18,528	227,791	8.13	15,932	15,932	216,715	7.35	1,989	2,596
				70,976	70,369	261,115	26.95	68,932	68,932	258,667	26.65	2,044	1,437

REV	0	0	0	0	0	25,817	0.00	0	0	24,785	0.00	0	0
EXPEND	200	200	200	200	200	25,131	0.80	200	200	24,636	0.81	0	0
NET	(200)	(200)	(200)	(200)	(200)	686	-29.15	(200)	(200)	149	-134.23	0	0

REV	24,447	2,043	22,404	24,447	24,447	215,027	11.37	24,845	24,845	216,650	11.47	(398)	(398)
EXPEND	2,043	2,043	0	2,043	2,043	88,706	2.30	1,797	1,797	86,597	2.08	246	246
NET	22,404	0	22,404	22,404	22,404	126,321	17.74	23,048	23,048	130,053	17.72	(644)	(644)

REV	1,087	3,527	2,440	1,087	1,087	29,235	3.72	825	825	30,600	2.70	262	262
EXPEND	3,527	3,527	0	3,527	3,527	59,392	5.94	3,588	3,588	58,783	6.10	(61)	(61)
NET	(2,440)	0	(2,440)	(2,440)	(2,440)	(30,157)	8.09	(2,763)	(2,763)	(28,183)	9.80	323	323

REV	108,168	72,514	35,654	108,168	108,168	764,749	14.14	93,170	93,170	751,588	12.40	14,998	14,998
EXPEND	72,514	72,514	0	72,514	72,745	918,303	7.92	54,474	54,474	901,575	6.04	18,040	18,271
NET	35,654	0	35,654	35,654	35,423	(153,554)	-23.07	38,696	38,696	(149,987)	-25.80	(3,042)	(3,273)

REV	35,565	28,223	7,342	35,565	35,565	403,441	8.82	34,300	34,300	388,681	8.82	1,265	1,265
EXPEND	28,223	28,223	0	28,223	28,286	332,892	8.50	20,271	20,271	329,494	6.15	7,952	8,015
NET	7,342	0	7,342	7,342	7,279	70,549	10.32	14,029	14,029	59,187	23.70	(6,687)	(6,750)

REV	803,393	373,115	430,278	803,393	803,393	6,693,353	12.00	847,490	847,490	6,641,718	12.76	(44,087)	(44,087)
EXPEND	373,115	373,115	0	373,115	376,735	4,914,678	7.67	323,227	323,227	4,918,505	6.57	49,888	53,508
NET	430,278	0	430,278	430,278	426,658	1,778,675	23.99	524,263	524,263	1,723,213	30.42	(93,985)	(97,605)

ADMINISTRATION

	JANUARY	YTD	PROV BUDGET	%	JANUARY	YTD	BUDGET	%	COMPARISON MONTH	YEAR
ADMIN	3,080	3,080	34,972	8.84	3,084	3,084	35,127	8.78	6	6
PARKS AND REC ADMIN	0	0	0	#DIV/0!	0	0	0	#DIV/0!	0	0
ACCOUNTS	273	273	12,350	2.21	309	309	8,200	3.77	(36)	(36)
TOTAL REVENUE	3,363	3,363	47,322	7.11	3,393	3,393	43,327	7.83	(30)	(30)
ACCOUNTING	35,926	35,926	441,419	8.14	26,921	26,921	426,915	6.31	9,005	9,005
PARKS & RECREATION	79,154	79,154	578,937	13.67	59,973	59,973	554,995	10.81	19,181	19,181
RECREATION CENTRE	82,456	85,316	777,959	10.97	70,323	70,323	789,604	8.91	12,133	14,993
TOTAL EXPENDITURE	197,536	200,396	1,798,315	11.14	157,217	157,217	1,771,514	8.87	40,319	43,179
NET ADMINISTRATION	194,173	197,033	1,750,993	11.25	153,824	153,824	1,728,187	8.90	40,349	43,209

MAINTENANCE

	JANUARY	YTD	PROV BUDGET	%	JANUARY	YTD	BUDGET	%	COMPARISON MONTH	YEAR
MAINTENANCE RECOVERIES	0	0	0	#DIV/0!	0	0	0	#DIV/0!	0	0
HENDERSON CENTRE	15,163	15,179	190,476	7.97	12,600	12,600	181,863	6.93	2,563	2,579
RECREATION CENTRE	108,843	108,843	1,484,840	7.33	89,073	89,073	1,473,800	6.04	19,770	19,770
MONTEREY CENTRE	15,890	16,164	220,627	7.33	17,167	17,167	218,820	7.85	(1,277)	(1,003)
TENNIS PLACE	5,962	5,962	169,981	3.51	3,610	3,610	148,808	2.43	2,352	2,352
NET MAINTENANCE	145,858	146,148	2,065,924	7.07	122,450	122,450	2,023,291	6.05	23,408	23,698

PARKS

	JANUARY	YTD	PROV BUDGET	%	JANUARY	YTD	BUDGET	%	COMPARISON MONTH	YEAR
BOULEVARD TAX REVENUE	250	250	166,226	0.15	150	150	165,998	0.09	100	100
MISC. REVENUE	5,784	5,784	81,491	7.10	9,480	9,480	105,738	8.97	(3,696)	(3,696)
TOTAL REVENUE	6,034	6,034	247,717	2.44	9,630	9,630	271,736	3.54	(3,596)	(3,596)

EXPENDITURES:

	JANUARY	YTD	PROV BUDGET	%	JANUARY	YTD	BUDGET	%	COMPARISON MONTH	YEAR
BOULEVARDS	26,005	26,005	241,740	10.76	37,566	37,566	230,454	16.30	(11,561)	(11,561)
LAWN BOWLING	592	592	21,357	2.77	0	0	21,327	0.00	592	592
LEAF CLEARING	3,063	3,063	19,342	15.84	298	298	51,863	0.58	2,765	2,765
PAR 3 GOLF	29,442	29,442	155,512	18.93	26,852	26,852	126,094	21.30	2,590	2,590
PARKS & PLAYGROUNDS	76,291	76,310	484,551	15.75	67,650	67,650	537,179	12.59	8,660	8,660
INVASIVE SPECIES	0	0	0	#DIV/0!	12,092	12,092	21,409	56.48	(12,092)	(12,092)
TREE PRUNING	65,674	65,854	306,404	21.49	66,098	66,098	293,485	22.52	(424)	(244)
TREE DONATIONS	0	0	2,500	0.00	0	0	2,500	0.00	0	0
SMALL BUILDINGS	17,563	17,563	174,133	10.09	16,945	16,945	154,529	10.97	618	618
LAWNS AND GARDENS	26,983	26,983	290,599	9.29	29,070	29,070	283,147	10.27	(2,087)	(2,087)
FIELDS	40,035	40,035	169,866	23.57	37,298	37,298	180,007	20.72	2,737	2,737
BENCH DONATION	0	0	5,500	0.00	0	0	5,500	0.00	0	0
BENCH REFURBISHMENT	112	188	12,786	1.47	0	0	12,778	0.00	112	188
TOTAL PARKS EXPEND	285,760	286,035	1,884,290	15.18	293,869	293,869	1,920,072	15.31	(8,109)	(7,834)
NET PARKS EXPEND	279,726	280,001	1,636,573	17.11	284,239	284,239	1,648,336	17.24	(4,513)	(4,288)

2014

2013

SERVICE CONTRACTS

	JANUARY	YTD	PROVBUDGET	%	JANUARY	YTD	BUDGET	%	COMPARISON MONTH	YEAR
LIBRARY										
REV	0	0	819	0.00	0	0	874	0.00	0	0
EXPEND	276	276	7,087	3.89	276	276	6,772	4.08	0	0
NET	(276)	(276)	(6,268)	4.40	(276)	(276)	(6,101)	4.52	0	0

To: **Parks & Recreation Commission**
From: **Director of Parks & Recreation**
Subject: **Public Participation at Commission Meetings**
Date: **March 5, 2014**



www.recreation.oakbay.ca

PURPOSE

A request has been received to discuss the option of having a standing agenda item at all Parks & Recreation Commission meetings which allows for public participation.

BACKGROUND

Staff researched the practice in eighteen communities that had Parks & Recreation Commissions or Advisory Committees; thirteen were on the Island and five on the Lower Mainland.

Of the eighteen communities researched, eleven did not provide for public participation or a question period, six had a question period at the end of the meeting and one had a formal public participation period established on the agenda (West Shore Parks & Recreation Society).

A question period would typically be limited to asking questions on items that were included in that meeting's agenda, while a public participation period is more open-ended. In a more formal setting like a Council meeting, it is common for public participation periods to have an overall time limit and a limit per individual. For example, Oak Bay's Council meetings have a limit of 20 minutes in total, and 3 minutes per person.

ANALYSIS

There is no requirement to include a public participation period or a question period on the Commission's agenda. There is also nothing which would preclude the Commission from including one or the other if preferred.

Should the public participation option be preferred, the Commission may want to discuss whether any time limits would be imposed.

OPTIONS

1. Maintain the status quo.
2. Implement a public participation period as a standing item on each agenda.
3. Implement a question period as a standing item on each agenda.

RECOMMENDATION

That this report be received as information.

A handwritten signature in black ink, appearing to read "Ray Herman", is written over the recommendation text.

Ray Herman
Director of Parks & Recreation

To: **Parks & Recreation Commission**
From: **Director of Parks & Recreation**
Subject: **Camas Day Entertainment**
Date: **March 5, 2014**



www.recreation.oakbay.ca

PURPOSE

To obtain approval to allow amplified music at Cattle Point on Sunday, May 4, 2014 as part of Camas Day celebrations.

BACKGROUND

Camas Day has become an annual event put on by the Friends of Uplands Park. This year's event is scheduled for Sunday, May 4th from 1:00pm to 4:00pm. This year's theme is Planting Native Plants in Your Garden. Uplands Park is also scheduled to be part of the Victoria Native Plant Garden Tour on the same date.

ANALYSIS

The stage for the band will be near the bike rack at the entrance to Cattle Point. The Bald Eagles are to play for the duration of the event. Staff have attended previous events, and the volume level of the band was appropriate, and people enjoyed the music. One complaint was received last year from a neighbour.

Bylaw No. 3881 Control of Public Parks and Beaches states that permission of the Commission or Council is required before amplified music can be played in a park.

RECOMMENDATION

That the Commission grant permission for the Bald Eagles to play at Cattle Point on Sunday, May 4, 2014 from 1:00pm to 4:00pm as part of Camas Day celebrations.

A handwritten signature in black ink, appearing to read "Ray Herman", is written over the recommendation text.

Ray Herman
Director of Parks & Recreation