

To: **Parks, Recreation & Culture Commission**
From: **Manager of Park Services**
Subject: **Urban Forest Strategy Update**
Date: **October 2nd 2019**



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BACKGROUND

Urban Forest Strategy Update - September 2019

The draft tree protection bylaw has been completed and is currently being review by senior staff.

Staff are currently working towards updating the Municipal Website with new tree information. This information will reflect the bylaw changes and give general information regarding the benefits of trees and what residents can do to help to grow Oak Bay's urban forest.

Oak Bay Parks, Recreation and Culture have partnered with the Community Association of Oak Bay with a "Grow the Oaks in Oak Bay" campaign. This partnership is directly focused on planting trees on private lands. We are hoping that the program will expand in scope and tree variety to help meet the tree planting targets identified in the Urban Forest Strategy of 266 trees a year.

Parks are on track to meet and exceed our public tree planting target on boulevards and in our parks due to the expanded tree planting program in 2019 from 11 to 18 weeks.

The Uplands Park and Cattlepoint management plan has been completed. Discussion is currently underway regarding the recreational use of Cattlepoint and how this will be managed to protect the rare and endangered plants in the maritime meadow.

The proactive tree maintenance program will be expanded this fall with the addition of \$25,000 to the tree budget. This tree pruning work will focus on both large and small trees in a defined area in the municipality.

Staff continue to work very well with Building and Planning, Engineering and Public Works regarding trees and development and other municipal projects.

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Chris Hyde-Lay
Manager of Park Services

To: **Parks, Recreation & Culture Commission**
From: **Manager of Park Services**
Subject: **Covered Bike Shelter at Windsor Pavilion**
Date **October 2nd 2019**



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PURPOSE

In the past the Rotary Club of Oak Bay has raised funds for various Parks, Recreation and Culture projects. This year the Rotary Club has inquired about the possibility of raising funds to construct a covered bike shelter close to Windsor Pavilion.

BACKGROUND

Park's staff estimated that Windsor Park receives over 30,000 visitors a year. Many of the Park visitors commute to the park by bicycle. This is encouraged as parking can be limited especially on busy weekends. The Parks department has received feedback from Windsor park patrons that a covered and well-lit bike shelter would be very well received. The bike shelter could also provide cover for strollers thus reducing the requests to take them into the building on rainy days. Currently Windsor Park has uncovered parking for 10 to 12 bikes. The new shelter would increase bike parking by 16 to 20 spaces.

ANALYSIS

The Rotary Club proposed to raise funds for this project through the sale of a "Buy a Brick" program modeled after the Rotary Club of West Shore's successful fund raising campaign for the Sarah Becket Memorial Playground. The brick could be engraved with donor's name, favorite quote or in memory of a loved one and will be laid into the concrete. The cost for each brick is to be determined. The total cost of the shelter is \$18,000. Labour for the construction would be covered through Park operating accounts.

OPTIONS

1. Approve the request, allowing the Rotary Club of Oak Bay begin fund raising for their "Buy a Brick" program to cover the material cost for a new bike shelter at Windsor Park.
2. Deny the request.

RECOMMENDATION

That the Parks, Recreation and Culture Commission approve the request from the Rotary Club of Oak Bay to begin fund raising for the "Buy a Brick" program to cover the material costs of a covered bike shelter at Windsor Park.

A handwritten signature in cursive script that reads "Chris Hyde-Lay".

Chris Hyde-Lay
Manager of Park Services

To: **Parks, Recreation & Culture Commission**
From: **Manager of Recreation and Culture**
Subject: **Oak Bay Recreation Centre Opening Hours**
Date: **October 2, 2019**



PURPOSE

Oak Bay Recreation Centre has received a petition signed by 38 early morning swim participants requesting that the centre be opened at 5:30 am instead of our current opening time of 6:00 am.

BACKGROUND

The swimming pool at the Oak Bay Recreation Centre is currently open at 6:00 am for all services and facilities. The pool and facility close at 12:30 am each night which allows for a 5.5 hour period for all maintenance tasks to be completed which includes all cleaning of the facility, ice maintenance and pool water quality work. This time frame is currently seen as adequate to complete all maintenance tasks, however, there is some concern that if this time is reduced it will be a challenge for Maintenance staff to complete all of the required tasks each night.

A secondary consideration is held within the staffing pool for Lifeguards which is primarily made up of university aged students. Currently, there can be some challenges to ensure adequate staff coverage for a 6:00 am opening and there is concern that an earlier opening time will compound those challenges.

There are often 4-6 people waiting to get into the pool prior to 6:00 am. Of the 38 signees of the petition, 75% are current Annual Pass holders with Recreation Oak Bay.

ANALYSIS

The following options exist to address this request:

- A. **Open the pool at 5:30 am, leave closing time as it stands at 12:30 am** - this option meets the request of the petitioners and leaves the late night swim fully intact as it stands however it removes 30 minutes per night of time allocated to maintenance tasks, which may create additional challenges to complete all required tasks each night. This option also requires an additional 30 minutes of wages above current allotments for a Receptionist and 60 minutes of Lifeguard time.
- B. **Open the pool at 5:30 am and close the pool 30 minutes earlier at Midnight each night** – this option meets the request of the petitioners but would impact regular late night users. We currently average 24 participants per night at the late night swims between 11:00 pm to 12:30 am, 60% of which are generally not pass holders but pay the reduced rate of a \$3 drop-in attached to this late night swim. However, this is also generally a clientele group that does not access recreation services at other times of the day thus limiting their opportunity to meet their recreation and social needs. This option maintains the full 5.5 hour

maintenance window and the wage requirements for the earlier opening would be offset by the wage reductions of the earlier closing time.

- C. **Remain status quo with the pool opening time at 6:00 am and closing time at 12:30 am each night.** No additional wages required and no impact on the time frame for maintenance tasks.

Regional Comparison of Pool Operating Hours

Oak Bay	6:00 am to 12:30 am daily
YMCA Downtown	Mon to Fri 5:30 am to 10:30 pm, Sat/Sun 7:00 am to 9:00 pm
Panorama	Mon to Fri 6:00 am to 10:30 pm, Sat/Sun 6:00 am to 10:00 pm
West Shore	Mon to Fri 6:00 am to 10:00 pm, Sat/Sun 9:00 am to 8:30 pm
Esquimalt	5:30 am to 10:30 pm daily
Crystal Pool	Mon to Thurs 5:30 am to 11:00 pm, Fri 5:30 am to 10:00 pm, Sat 6:00 am to 4 pm; Sun 8:30 am to 4:00 pm
Gordon Head	Mon to Thurs 6:00 am to 10:30 pm, Fri 6:00 am to 8:30 pm, Sat 6:00 am to 8:30 pm; Sun 7:30 am to 8:30 pm
Commonwealth	Mon to Fri 5:30 am to 10:00 pm, Sat/Sun 8:00 am to 8:30 pm

FINANCIAL IMPACT

Given the majority (75%) of the petitioners are current pass holders and we have not had expressed demand from non-users, it is not anticipated that opening earlier will generate significant new revenue or new users.

Option A: Open earlier at 5:30 am, leave closing time at status quo - requires an additional 30 minutes per day of a Reception staff and an additional 60 minutes per day of Lifeguards. Approximately annual cost = \$14,800

Option B: Open earlier, close earlier - the staff cost offset each other here, no additional cost required as we would re-allocate the night time shift costs to the morning shift costs..

Option C: Status quo – no financial impact.

RECOMMENDATION

Given the financial impact, the constriction of the overnight maintenance time, the potential challenges in recruiting staff for an earlier start time and the potential impact on the late night users, the recommendation is to maintain the status quo or Option C.



Steve Meikle

Manager of Recreation and Cultural Services

Programs

Aquatics

- The first set of fall swimming lessons began with 708 registrants in the preschool, school age, homeschool and adult group lessons. Forty-seven swimmers are participating in Simple Set Private lessons, and over 450 Perfect Fit Private lessons were booked in September.
- It's Back to School! Over 100 Glenlyon Norfolk Junior School students from Grades 2, 3 and 4 have returned for school lessons on Tuesday, Wednesday and Thursday mornings from 9-9:45am. The Oak Bay High Swim Team also began their swim practices on Friday, September 20th. They will be practicing on Wednesdays and Fridays until mid-November.

Community Recreation

Licensed Care

- Paddington Station and Windsor Preschool Playhouse staff had their first Professional Development Day on Tuesday, September 3rd, 2019. The speaker, Debbie Cybulski from Learning Curve, came to discuss challenging behaviours and working with children to help them succeed. Staff found this workshop very informative and useful. In the afternoon, they worked on lessons plans, activities, and out trips for the upcoming year.
- The daycare children will be starting Kindergym at Henderson on Tuesdays, Music with Eden on Thursdays and Dance and Yoga with Nikki on Mondays. This month the children and staff celebrated National Teddy Bear Day on September 9th and Orange Shirt Day on the 30th.
- The preschool program at the Windsor Pavilion has begun its first year as a five mornings per week program (as opposed to a 3 days per week). The Educators are able to extend the children's learning in new ways, participate in more out trips, and focus more on kindergarten readiness. Families are incredibly happy with this change as it not only works better for their schedules, but it also sets children up for a successful transition to Kindergarten. The program now has a dishwasher (to help ensure we are reaching licensing standards for toy cleanliness), and a laptop and printer which allows the staff to communicate with families, research trends, and extend childrens' learning in ways that they couldn't before.
- Before School Care added an additional 15 spots due to demand for care in the program for September. There are now about 30-38 children each day compared to 23 last year.
- The After School Care program welcomed back many returning children along with a lot of new families. Children enjoyed getting to know their leaders and each other while participating in many new games, crafts, activities and exploring the local neighborhood.
- Some of the Campus View children at Henderson Centre started their 4 weeks of golf lessons on September 11th.
- After school care is off to a busy start with every day full with the exception of a few spaces on Tuesdays and Fridays at the NLC and a few spaces on Wednesdays and Fridays at Henderson for the Campus View.
- Program Staff received a grant from BCRPA to run a "High Five Mental Health Training" on Saturday, September 21st. There were 16 staff who participated in this training. This 7.5 hour course offered staff to have a better understanding about providing early intervention for children's mental health. Participants learned key concepts and factors that affect childrens' mental health including the impact of stress and environment on a child's ability to cope. Staff had the opportunity to improve their understanding and interactions with children who face challenges in the programs.

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CR Programs and Camps

- Skidaddle Pro-D Day Camp on September 23rd was full with 60 children registered in the camp. Crafty Art half day camp had 14 of 20 children registered for the Pro-D Day.
- Preschool aged programs are off to a busy start at the new location of the Neighbourhood Learning Centre. Preschool Prep and Morning Munchkins programs are all full. Dance classes at the Neighbourhood Learning Centre are very strong with full classes on Fridays and Saturdays; a few spots remain available on Thursdays.
- Program staff have changed some of the theme birthdays at Henderson Recreation Centre. The new themes are Superheroes for preschoolers, Hogwarts and Star Wars for school aged parties. Staff have had already had some really positive feedback about the new options from parents.
- Participants in evening drop-in sports at Henderson can now register online for sessions. Participants are enjoying this new service and not having to come early to sign up on the day.
- The drop-in program "Oak Bay Families' Resource Program" ran during May and June with a re-start in September. This group has averaged 15-20 children plus their parents or guardians per drop in. The program is a partnership with Fernwood Neighbourhood Resource Group and the BC Provincial Government and runs in the Neighbourhood Learning Centre on Wednesdays from 10am-12noon.

Culture

ArtsAlive 2020

- The Call to Artists for the 2020/21 program will go out on September 30th. The Public Art Advisory Committee has chosen the theme 'Together' for the 2020/21 program.

Bowker Creek Mural

- Work on the mural began on September 9th. Artist Luke Ramsey is making good progress, the painting is expected to take another 2 weeks (weather dependent). This project is supported by the Estate of Paul and Maria Sarvari, the CRD Arts Development Fund through the Oak Bay Community Arts Society and Dulux Paints.

Fitness

- The Vancouver Island Fitness Conference is October 26 – 27th, 2019 and will be held on Sunday October 27th at the Neighbourhood Learning Centre (NLC). There will be a keynote speaker presenting in the auditorium at the high school, followed by break out session at the NLC , and a wellness market held in the youth centre at lunch. Everyone is welcome to attend - more information on registration at <http://www.islandfitnessconference.com> .
- Registration for fall programs is going well. Programs have been added at the NLC with "Barre Fitness" and "Aging Backwards" on Friday mornings and the drop-in "Yoga for Everyone" program on Thursday mornings.

Monterey Centre

- The annual "Discover Monterey" Open House was held on September 5th. Monterey Recreation Activity Association clubs were showcased as well as drop-in activities and courses. Over 100 people dropped into the Open House and filled out entry forms for a chance to win a Monterey Membership.
- Over 120 members attended the Taffetas special event on September 14th. Attendees enjoyed the meat loaf meal and nostalgic 50's musical entertainment.
- Monterey Recreation Centre, together with the People Meeting People dance club, held a Glitzy Affair event on September 22nd. Over 90 people attended and enjoyed the delicious stuffed pork loin meal with tiramisu for dessert. Live music was provided by the Stephanie Greaves Trio.

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- The top ten adult courses by registration numbers this Fall include: Age Stronger, Zumba Gold 50+, Meditation, Nuline Dancing, Qi Gong, Make a Good Watercolour, Bridge Beginner Club Series, Spanish for Travel, Aging Backwards and French Conversation.
- September Free Talks included: Oak Bay Police Scams and Financial Safety; Foot care; Balance and Bone Related Problems by Dr. Pierce; and Downsizing Information by Jaclynn Soet. Oak Bay Volunteers hosted a lobby display September 16th to inform Oak Bay residents about the services they provide.
- September was Monterey's annual clean-up month. Monterey Recreation Activity Association Clubs Representatives together with staff cleaned up storage spaces and offices. A little "Spring" cleaning in time for Fall!

Arena/ Teens / Indoor Sports Field

Arena

- Fall and Winter user groups started in the first week of September. The remaining "earliest" regular time slot in the rink available to book 7 days a week is 10:45pm on Wednesday nights. We are busy in the rink!
- New this season, the Capital Region Female Minor Hockey Association (CRFMHA) now has regular ice at Recreation Oak Bay. To accommodate this group some public skating sessions that have been showing low attendance trends where made shorter and a couple of the adult groups were moved to start their sessions 15 minutes later in the evening.
- The Novice Hockey League (NHL) started September 6th. The DUCKS (ages 5-8yrs) is the most popular group of the three programs offered. A large part of this program's success is due in part to the free hockey gear lend out program for participants. This season over 15 participants utilized this program. The cost of equipment is often a barrier and a reason why many families would otherwise not sign up their kids for ice hockey.
- Over 40's and Over 50's morning drop-in duffer hockey sessions continue to be very popular with full attendance. In reaction to the high demand, the over 40's and over 50's drop-in duffer has been running 5 times a week, Monday to Friday, for the last three years.

Youth

- The Youth Centre in the Neighbourhood Learning Centre opened the week of September 9th. The drop-in schedule changed slightly this year to accommodate Oak Bay High School's new time table. It is open 4 days a week for lunch time drop in and 3 days after school Monday, Wednesday and Friday. On average there are 30-35 youth utilizing the centre at lunch and between 10-12 youth attending after school.
- The Friday drop-in Session from 1:45-4pm is 'Free Grilled Cheese Friday'. Ingredients are provided and cooking is supervised by the Youth Center staff. Youth can enjoy a free grilled cheese sandwich that they make themselves and hang out with friends before heading home.
- Birthday Parties offered in the Youth Centre run year round. Party themes such as Table Tournament Games, Gaming Parties, Spa Parties, and Jewelry Parties are all well booked. The most popular Youth Center party booking is the general party without a theme, just 'hanging out' in the space with friends.

Indoor Sports Field

- Summer is over and the Indoor Sports Field is picking up with regular fall bookers starting in mid to late September. September has been much busier this year due to the poor weather with many onetime bookers snapping up available times. As per normal, many adult user groups have their bookings in the turf every night and most nights are booked up until after 11pm.

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- Soccertron Fall programs started the last week of September. The demand for these programs is still keeping all 6 different Soccertron classes over three different days full or nearly full.
- Sports Birthday Parties are still growing. Sports indoor turf birthday parties include; soccer and games, bubble soccer, dodge ball, Nerf parties and laser tag. These parties are one hour in the turf for the activity and then an hour in a party room located in the Neighbourhood Learning Centre. Last season 4 parties were offered each weekend in September, this year 10 parties are offered each weekend!

Tennis

- Tennis court block bookings went away from the lottery draw to a collaborative approach. It was deemed successful as everyone who attended received regular court time.
- Fall lesson programs are now successfully underway with 9 new coaches being part of the coaching roster. We will continue the city wide kid's league (first Friday in every month) and match day on the last weekend of lessons.
- Oak Bay High School Physical Education tennis program is using the tennis courts from September 10th until November 2nd.

Upcoming Events

- Saturday, October 5th – **The R&B Kingpins**, Oak Bay Recreation Centre - Upstairs Lounge. Doors open 6pm, Music 7:30pm.
- Sunday, October 13th - **Thanksgiving Kindergym**, Henderson Centre, 11:00am-12noon
- Tuesday, October 22nd, **Oktoberfest**, Monterey Centre, 5:30pm-8:00pm
- Friday, October 25th , **Fall Family Fest**, Henderson Centre, 6:00pm-8:00pm.
- Friday, October 25th – **Ken Hamm**, Oak Bay Recreation Centre - Upstairs Lounge. Doors open 6pm, Music 7:30pm.
- Saturday, October 26th, **Oak Leaves Bazaar**, Monterey Centre, 9:00am -1:00pm
- Thursday, October 31st , **Halloween Kindergym**, Henderson Centre, 9:15am-10:15am & 10:30am-11:30am

Maintenance

- The Sportsview Deli Bar & Grill was refurbished during the first week of September. Work included new carpet installed in both rooms, dance floor waxed, LED bulbs installed in main area light fixtures and the valance rope lighting, walls and doors painted a lighter color, signage updated and the kitchen electrical supply increased to support a new fridge purchased for the kitchen.

Parks

- On Saturday September 21st approximately 20 volunteers from the Community Association and Anderson Hill Park showed up at the Scoulers Willow grove by Kitty Islet and worked a total of 60 person hours to begin clearing the many years of ivy. A great community achievement!
- On Sunday September 22nd the Oak Bay Community Association hosted the first celebration of World and BC Rivers Day. For part of the festivities a new Bowker Creek in Oak Bay sign, located along the trail just off Monterey Ave, was unveiled by Mayor Murdoch and Councillor Appleton. The sign explains the Bowker Creek Initiative, the Bowker watershed and what residents can do to help the creek. Thanks to the Friends of Bowker Creek, Friends of Uplands Park, U Vic Living Lab, Derek Shrubsole and Oak Bay High biology students, Friends of Victoria Harbour Migratory Bird Sanctuary, and Community Association of Oak Bay for helping to make it happen.

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- Oak Bay Parks, Recreation and Culture and the Community Association of Oak Bay have partnered to launch the "Grow the Oaks in Oak Bay" Campaign. This announcement will officially be announced on National Tree Day which is September 25th. The campaign is intended to help achieve the goals of the Urban Forest Management Plan adopted by Oak Bay Council in 2017. These goals include: to enhance canopy cover to 40% by 2045; to manage the urban forest for climate change adaptation; and to engage the community in urban forest stewardship. The Management Plan aims to plant 1,400 new trees on public land and work with residents and institutions to plant 5,000 new trees on private property.
- The flowering baskets are soon to be removed along Oak Bay Avenue along with many of the annuals in the floral displays. Some winter basket displays will be installed at the Recreation Centers and in the planters along Oak Bay Avenue.
- Some restoration work has begun at the Cenotaph. The work will mainly focus on the refurbishment of the stone pathway, stairs, railing and paint.
- Material has been ordered for the new covered shelter at Windsor Park.

Oak Bay Parks: Report on Administration of the Tree Protection Bylaw and Related Tree Work.

For the Month of September

Our watering crews have finished now for the year. They installed sticky bands on many of our young trees that were impacted by wintermoth last year. These bands stop the female insects from climbing up into the trees to lay eggs. The summer finished with several Garry oak branch failures on private and public trees. A hydro primary wire came in contact with a Garry oak on the boulevard at 2347 Windsor Road on September 17 and caught fire. The center stem of the tree was removed and pruning was done on the remainder. A group of four Garry oaks at 2364 Oak Bay Avenue failed on Sunday September 22. This led to the inspection of the two yards next door and three more oaks were condemned for root decay. The arboriculture crew took part in a herbicide application at Trafalgar park in an attempt to eradicate the regrowth of gorse that has been removed by school students.

Public Property

A total of 10 trees were removed from public property. These trees were either dead, diseased or dangerous. This year was bad for leaf diseases on hawthorn trees on the boulevard. Most of them had lost all their leaves by the beginning of August. Most of the trees removed this month were hawthorns.

Private Property

Thirty-one permits were issued under the Tree Protection Bylaw this month. Fifteen removal permits were requested for the removal of twenty-one 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. 12 of the removals were Garry oaks. Six trees were removed for construction with ten replacement trees required. Twenty permits were issued for pruning protected trees.

Security Deposit and Enforcement

Two security deposits were received, one was forfeited and one was refunded. 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 or required replacement trees. Forfeited deposits go to the Parks tree purchase account.

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Work Orders

This month we received 32 calls for service and completed 55.

Urban Forest Strategy Update - September 2019

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