

REPORT of the regular monthly meeting of the OAK BAY PARKS AND RECREATION COMMISSION held on Thursday, March 4, 2010 in the Bamboo Room, Monterey Recreation Centre.

In Attendance:

Monty Holding, Chair
Brian Sharp
Drew Henderson
Laverne Bennett
Frank Carson
Hazel Braithwaite
Chris Smith
Rick Marshall

Staff:

Lorna Curtis, Director, Parks and Recreation
Janet Barclay, Manager, Program Services
Grant Brown, Manager, Administrative Services
Mandi Krieger, Executive Assistant

Absent: Donald Farquhar, Lorne Middleton, Liz Hawes

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

New Commission member Rick Marshall was welcomed to the meeting.

- | | | | |
|-----------|----------------|------------------------|--------------|
| I. | MINUTES | Commission | (2010-02-03) |
| | | Committee of the Whole | (2010-02-15) |

Moved by Laverne Bennett, Seconded by Brian Sharp, THAT THE MINUTES OF THE FEBRUARY 3, 2010 MEETING OF THE PARKS AND RECREATION COMMISSION BE ADOPTED.

Carried

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

II. CORRESPONDENCE

Request from Rotary Club of Oak Bay

David Maxwell was in attendance.

The Oak Bay Rotary Club will be hosting a dinner and auction event at the Monterey Recreation Centre with the hope of raising \$20,000. The evening theme "Spring Time in Tuscany" will consist of a four course Italian dinner and include both a silent and live auction. They hope to sell 200 tickets.

Mr. Maxwell reported that all proceeds from this event will be designated for Oak Bay Parks and Recreation, in particular the upgrade of the Rotary Waterpark at Carnarvon Centre and making other playgrounds in the Oak Bay community more accessible to the public.

In an effort to maximize the profitability of the event, the Oak Bay Rotary Club requested that Commission consider waiving the rental fee for the facility as well as the normal mark up on the food that would be associated to the event.

Commission members were informed the normal rental would be \$345 and the food mark-up would be approximately \$10 - \$15 per person.

Moved by Frank Carson, Seconded by Drew Henderson THAT COMMISSION APPROVE THE REQUEST BY THE OAK BAY ROTARY CLUB TO WAIVE THE RENTAL FEE AND FOOD MARK UP COSTS FOR THE FUNDRAISING EVENT BEING HELD ON MAY 15TH, 2010 ON THE BASIS THAT ALL PROCEEDS FROM THE EVENT WILL BE DESIGNATED FOR OAK BAY PARKS AND RECREATION.

Carried

Thank you letter to Oak Bay Recreation Centre

Correspondence was received from Ms. Jane Evans voicing her appreciation for the great job Recreation Oak Bay does for the community through the excellent programs they provide.

Changes to the West Nile Virus Reduction Initiative

Correspondence was received for information from the Local Government Program Services, UBCM.

Due to a re-evaluation of the actual risk of WNV in BC, the Risk Reduction Initiative will only be available in 2010 to high risk areas of the province that include the Regional District of Central Okanagan, Regional District of Okanagan-Similkameen, Fraser Valley Regional District and Metro Vancouver.

III. UNFINISHED BUSINESS

Chris Paul, Municipal Arborist joined the meeting at 7:10 pm.

Indoor Tennis – Future Consideration and Options – updated

A preliminary report was prepared by Agnes Szilos consisting of an analysis of current utility costs and research the cost of energy efficient options to replace the tennis bubble in the future. At the February 3rd Commission meeting, Staff was directed by Commission to clarify the ownership of the land the tennis bubbles are situated upon.

Staff reported that the land is under municipal title and designated for school use. Discussion ensued regarding the history and use of the land.

Moved by Frank Carson, Seconded by Rick Marshall THAT THE REPORT PREPARED BY AGNES SZILOS REGARDING THE FUTURE CONSIDERATIONS AND OPTIONS FOR THE INDOOR TENNIS BUBBLE BE RECEIVED FOR INFORMATION.

Carried

Hazel Braithwaite joined the meeting at 7:25 pm.

Pesticide Bylaw Recommendations

The Pesticide Bylaw Committee met on February 9th to discuss recommendations for the municipal pesticide bylaw. The committee was asked to research what models Saanich Municipality, Esquimalt Municipality and the City of Victoria have all adopted in the following areas:

1. Cosmetic Residential Use
2. Commercial Use
3. Public Land Use
4. Associated Costs
5. Chemical Lists

The Director reported the findings and after a discussion it was agreed that the Pesticide Committee will have one more meeting to finalize the recommendations and present them to Commission at the April meeting. The Committee was asked to submit the bulleted recommendations and cost implications for the proposed pesticide bylaw.

VI. SUB-COMMITTEE REPORTS

Program Parks and Physical Plant Reports, February 2010

Manager, Recreation Program Services reported that the Opening Ceremonies Celebration held on February 12th in the Sports View was a great success. A thank you was extended to all those involved in the running of the event. The giant projection screen has been well utilized during the Olympics and staff plan to continue promoting sports events.

Personnel Report – February 2010

New appointments

Jenny Rhodes is the successful candidate for the position of Fitness Supervisor. Jenny has been the Programmer at Monterey since April 2000 and has worked for Recreation Oak Bay since 1989 in various capacities, including Fitness Programmer.

The position of temporary Fitness Programmer to cover Michelle Carpenter's six month maternity leave has been filled by Krista Enderud. Krista commenced with Oak Bay Recreation as an auxiliary Aerobics Instructor in 2006, and has since worked as a Fitness Coordinator for the YMCA-YWCA and Panorama Recreation Centre.

Postings

The position of Monterey Programmer was posted due to Jenny changing positions and closed on February 23rd. The interview process will commence shortly.

Retirements

Ronanne McConnachie, Community Recreation Coordinator, will be retiring effective June 30, 2010. Ronanne became a full time employee in 1985 and

has filled the positions of Henderson Secretary, Monterey Programmer, Monterey Coordinator, Acting Manager of Recreation Program Services and, for the past 10 years the Community Recreation Coordinator.

Finance and Personnel Subcommittee, March 2010

January 2010, Month End Statement

	<u>2010</u>	<u>%</u>	<u>2009</u>	<u>%</u>
YTD Revenue at month end	\$1,064,476	15.89	\$862,332	13.11
YTD Expenditures at month end	\$800,774	7.98	\$827,136	8.50
YTD Net Expenditure	\$-263,702	7.89	\$ -35,196	-1.11
YTD Net Expenditure at month end (adjusted)	\$-176,794	-5.29	\$-35,196	-1.11

January 2010, Food Services Statement

	<u>2010</u>	<u>2009</u>
YTD Revenue	\$46,156	\$51,287
YTD Net	\$13,101	\$11,758

2010 Operating Budget Request

The Director, Parks & Recreation reported that the department concluded 2009 with net expenditures of \$3,147,422, which was \$93,037 less than approved net expenditure levels. The variance is due primarily to expenditures being down.

The 2010 net operating budget request is \$3,333,244 which is 2.86% or \$92,785 over the 2009 approved budget. Cost for the lease for the new cardio equipment, a 3% wage increase arising from collective bargaining, tennis bubble replacement fund increase, a three week arena shutdown and the implementation of ADP time capture program is incorporated into the budget.

Moved by Laverne Bennett, Seconded by Drew Henderson THAT THE 2010 OPERATING BUDGET BE RECOMMENDED TO COUNCIL FOR APPROVAL.

Carried

2010 Capital Requests

Commission reviewed the 2010 Capital requests as presented. A request for early approval by Municipal Council was submitted for three items as the process to purchase these items will require lead time in order to have the necessary purchasing approvals in place for the June 6th arena shutdown.

Moved by Chris Smith, Seconded by Rick Marshall THAT THE 2010 CAPITAL REQUESTS AND THE THREE ITEMS REQUESTED FOR EARLY APPROVAL BE RECOMMENDED TO COUNCIL FOR APPROVAL.

Carried

Oak Bay High School Redevelopment

The Director reported on the Oak Bay Community Association's forum on February 23rd, 2010. Discussions that took place were in regards to the physical placement of the school as well as Neighborhood Learning Centres and types of amenities and services that could be included with the High School redevelopment.

Moved by Frank Carson, Seconded by Chris Smith THAT THE SUB COMMITTEE REPORTS BE RECEIVED.

Carried

VII. NEW BUSINESS

2009 Annual Report

The Parks and Recreation Department Report, 2009 was reviewed by Commission. Suggestion was made to include the Wall of Fame as a 2010 Objective.

VIII. ADJOURNMENT

Moved by Frank Carson, Seconded by Brian Sharp, THAT THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION BE ADJOURNED AND THAT A SPECIAL MEETING IN CAMERA BE CONVENED TO DISCUSS LAW ENFORCEMENT, AS COMMISSION CONSIDERS THAT DISCLOSURE MIGHT REASONABLY BE EXPECTED TO HARM THE CONDUCT OF AN INVESTIGATION UNDER OR ENFORCEMENT OF AN ACT, REGULATION OR BYLAW.

Carried

The meeting was adjourned at 9:10 pm.

Frank Carson and Hazel Braithwaite left the meeting.