

REPORT of the regular monthly meeting of the OAK BAY PARKS AND RECREATION COMMISSION held on Wednesday, May 4, 2011 in the Council Chambers, Oak Bay Municipal Hall.

In Attendance:

Monty Holding, Chair
Brian Sharp
Chris Smith
Rick Marshall
Sandi Piercy
Drew Henderson
Hazel Braithwaite
Victor Lotto
Brian Yellin

Staff:

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

Absent: Liz Hawes

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

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| I. | MINUTES | Commission
Committee of the Whole | (2011-04-06)
(2011-04-18) |
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Moved by Brian Sharp, Seconded by Sandi Piercy, THAT THE MINUTES OF THE April 6, 2011 MEETING OF THE PARKS AND RECREATION COMMISSION BE ADOPTED.

Carried

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

II. CORRESPONDENCE

III. UNFINISHED BUSINESS

Patron Recognition Update

The Director, Parks and Recreation reported that the concept of erecting a recognition plaque in memory of Cal Allen that recognizes patrons who participate in activities after 90 years of age was presented to Inez Walker, representative of the Tuesday/Thursday Adult Skating group. The skaters and Cal Allen's family were very pleased with this option. The family of Cal Allen and the skaters will fund the initial cost of the plaque.

As patrons qualify for an over 90 lifetime pass, they will have the option of having their name added to the plaque. Patrons who were previously issued a lifetime pass will be contacted to see if they would like their name to be added to the plaque. An unveiling ceremony for the plaque will be held in the upper lobby of the Oak Bay Recreation on September 29th, 2011 at 11:45am.

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IV. REPORTS

Program Reports, Parks & Physical Plant – April 2011

The Manager Recreation Program Services highlighted upcoming promotions. October will be promoted as Family Recreation Month and will include a Sunday Family Pass that will provide a 20% discount for families who wish to participate in both drop in swimming and skating sessions held between noon and 5pm on Sundays, the skate rental price will be reduced to \$2 per person for families taking advantage of the Sunday Family Pass. Monterey Recreation Centre will also host another family movie night during Family Recreation Month. A “Skate of \$8” promotion will include admission and skate rentals during the Sunday Adult Skate session for month of October.

Additionally, for the upcoming school year, September 2011 to June 2012, Afterschool Care participants will be offered a promotion of 10% off lessons that run during Afterschool Care Program hours.

Manager, Parks Services noted that the annual painting of the Carnarvon Rotary Waterpark in partnership with Rotary volunteers is scheduled for May 14th.

The first public pesticide awareness session was held on Friday, April 15th with 4 residents in attendance. The CRD will be at the Public Works Yard on May 14th and June 18th from 10am to noon to answer any questions that residents may have and promote awareness of the pesticide bylaw.

An educational session is also being organized for parks staff and a copy of the pesticide flyer will be included with the tax notice.

Personnel Report

Temporary Aquatic Coordinator– will be filled by Caitlin Carlson while Meghan Mathias fills the position of temporary Community Recreation Coordinator to backfill for a maternity leave. Caitlin will return to her new position of Community Recreation Programmer in May 2012.

Aquatic Programmer – Amanda Morency will be filling the position vacated by Caitlin Carlson. Amanda brings extensive aquatic and leadership experience as she has worked in various aquatic positions at Recreation Oak Bay since 2002. Her past aquatic experience in Australia, Vancouver and her current role as the Aquatic Supervisor at Naden Athletic Center will enhance the Aquatic Team.

Temporary Community Recreation Programmer – will be filled by Sarah Morris. Sarah has worked in the recreation field for the past eight years and holds a Bachelor of Arts and Bachelor of Education from UVic. Sarah has worked at Abbotsford Recreation Centre, Panorama and Burnside Community Centre in a Coordinator / Programmer capacity.

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Retirements

Dawson Staniforth has tendered his resignation effective May 31, 2011 after 36 years of service. Dawson commenced with Recreation Oak Bay in 1975 as the Henderson Caretaker and has been in the position of Maintenance Technician for the past 34 years.

Paul Rains has tendered his resignation effective August 31, 2011 after 31 years of service. Paul commenced with Recreation Oak Bay in 1980 and has filled the positions of Midnight Maintenance Person, Midnight Leadhand and Monterey Facility Maintenance.

Finance Report**1) March 2011, Month End Statement**

	<u>2011</u>	<u>%</u>	<u>2010</u>	<u>%</u>
YTD Revenue at month end	\$2,019,455	29.48	\$2,145,164	31.15
YTD Expenditures at month end	\$2,532,908	24.96	\$2,424,989	24.04
YTD Net Expenditure at month end	\$ 513,453	15.56	\$ 279,825	8.75
YTD Net Expenditure at month end (adj.)	\$ 470,112	14.25	\$ 432,516	13.52

2) March 2011, Food Services Statement

	<u>2011</u>	<u>2010</u>
YTD Revenue	\$109,879	\$129,214
YTD Net	\$ -2,156	\$ 18,950

NLC Update

The School Board is working with Partnership BC discussing project process options. The Director reported that project approval from the Ministry of Education is still pending..

Moved by Brian Sharp, Seconded by Sandi Piercy THAT THE COMMITTEE REPORTS BE APPROVED.

Carried

V. NEW BUSINESS2010 Annual Report

The 2010 annual report for the Parks and Recreation department was distributed for information. It was suggested that a Volunteer component demonstrating the contribution of community members to the improvement of the Municipality be included for 2011.

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VI. DIRECTOR'S REPORT

The Monterey Recreation Centre Volunteer Recognition luncheon will be held on Thursday, May 5th.

The Director reported that a nomination for the CRD Ecostar Award was submitted for Recreation Oak Bay and that the department was invited to attend the award presentations on June 1st, 2011 as the department has been selected as a finalist for an Ecostar Award.

The June Commission will be rescheduled to Wednesday, June 8th to allow the Director to attend the Ecostar Award Dinner.

VII. ADJOURNMENT

Moved by Victor Lotto, Seconded by Drew Henderson, THAT THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION BE ADJOURNED.

Carried

The meeting was adjourned at 8:10 pm.