

REPORT of the regular monthly meeting of the OAK BAY PARKS AND RECREATION COMMISSION held on Wednesday, April 6, 2011 in the Council Chambers, Oak Bay Municipal Hall.

**In Attendance:**

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

**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, Monty Holding

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

- |    |                |                        |              |
|----|----------------|------------------------|--------------|
| I. | <b>MINUTES</b> | Commission             | (2011-03-02) |
|    |                | Committee of the Whole | (2011-03-07) |

Moved by Rick Marshall, Seconded by Victor Lotto, THAT THE MINUTES OF THE March 2, 2011 MEETING OF THE PARKS AND RECREATION COMMISSION BE ADOPTED.

Carried

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

**II. CORRESPONDENCE**

MS Walk Request (Hodgins, 2011-03-29)

Ashely Hodgins representing MS Society and Mr. Geoffrey Voss, resident, in attendance.

The MS Walk event has been held in Oak Bay since 2000 originally at Windsor Park and relocating to Willows Beach in 2006. Permission to continue the event on an annual basis was granted at a staff level unless any significant variations occur.

The original request was approved with the understanding that entertainment will be provided by the Ocean 98.5 radio station on and off between 9:30am – noon and that no large amps will be used for entertainment. For the 2011 event, the MS Society is seeking permission to have Ocean 98.5 radio station broadcast their music and make event announcements intermittently through their sound system from 9am – 11:30am as well as permission to have the Reynolds School R&B band play live at the event from 10:30am – 11:30am, with the guitar and singers voices being the only amplified parts of their performance. Ms. Hodgins advised Commission that the sound system is a single amp unit and that the small speakers are pointed towards the water.

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Mr. Voss reported that he is the Block Watch Captain for the residents of the Willows Beach area and residents had voiced their concerns about the noise at Willows Park during the MS Walk event last year. Mr. Voss suggested a compromise to support the event but to limit the volume of the entertainment.

Ms. Hodgins noted that all residents would be supplied with a notification advising them of the details of the event and will include a phone number directing residents that if they have any complaints of the noise during the event to call and report the concern. The phone will be manned during the event to address any noise concerns.

Moved by Rick Marshall, Seconded by Chris Smith THAT COMMISSION SUPPORT THE MS WALK EVENT AT WILLOWS PARK AND ALLOW THE USE OF THE SMALL SOUND SYSTEM AS PRESENTED.

Carried

It was suggested that Mr. Voss and Ms. Hodgins be in contact with each other after the event for feedback.

Request for Paddlefest at Willows (Faryon, 2011-03-31, 2011-04-05)

Esteban Acuna and Kieran Dowling were in attendance representing Mountain Equipment Co-op (MEC).

On behalf of MEC, Mr. Acuna requested Commission's support to hold one of thirteen MEC Paddlefests across Canada at Willows Beach this June. MEC started Paddlefest in 2004 and is now in every MEC city across Canada and is the largest paddling event in Canada. MEC Paddlefest is designed to support enthusiasts but its focus is to introduce people to on the water, self-propelled recreation paddle sports. Paddlefest has been held at Cadboro Bay Beach for the past four years however, they are looking for a larger venue to hold the 2011 event.

In order to make the event successful, the Paddlefest would consist of:

Instruction – MEC organizes and provides sophisticated and Paddle Canada approved on-water and on-land instruction at heavily subsidized rates during the event to help introduce and teach paddlers in a safe environment. MEC charges a \$5 reservation style fee for courses that normally retail for \$60 - \$125.

Marketplace – paddlers are encouraged to come and sell or swap their second hand gear during the event while retailers sell limited paddling accessories from their display tents.

Boat Demonstrations – manufacturers, distributors, retailers and clubs introduce participants to different types and styles of on-water craft in a safe and supervised environment, free of charge.

Mr. Acuna noted that in the past, there has been no commercial activity connected to the event but in order attract retailers to provide boats and expertise, this has become a necessary component of the event.

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Mr. Acuna proposed June 11, 2011 for the event but the date of the event is flexible depending on availability of the park.

As the Oak Bay Tea Party is the weekend prior, it was recommended that the proposed date be changed to another weekend in June dependant on the availability of the venue.

Staff pointed out Commission members could approve the event at Willow Beach with exception to the commercial activity component. Under the zoning bylaw only Municipal Council can approve commercial activity in a park that is ancillary to a not-for profit community event.

Staff was asked to check into other dates available in June for this event to be held.

Moved by Drew Henderson, Seconded by Chris Smith THAT THE REQUEST BY MOUNTAIN EQUIPMENT COOP TO HOLD A PADDLEFEST EVENT AT WILLOWS BEACH BE RECOMMENDED TO COUNCIL FOR APPROVAL ON AN ALTERNATE DATE IN JUNE.

Carried

*Post Meeting* – Willows Park is available on June 18<sup>th</sup> for this event and MEC is in agreement the event could be held on this date.

Below is a list of events scheduled for Willows Park in June:

|                         |  |
|-------------------------|--|
| National Chess Picnic   | May 21 <sup>st</sup>                     |
| Oak Bay Tea Party       | June 4 <sup>th</sup> and 5 <sup>th</sup> |
| Paddlefest              | June 18 <sup>th</sup>                    |
| St. John Baptiste Event | June 25 <sup>th</sup>                    |

### III. UNFINISHED BUSINESS

#### Patron recognition draft policy

Inez Walker in attendance.

At the March Parks and Recreation Commission meeting a request was received from some patrons who attend the Tuesday and Thursday Adult Skate sessions to place a plaque in the skater's lobby in commemoration of a long term skating patron who recently passed away.

Commission members asked the Wall of Fame Selection Committee to discuss and make recommendations for honoring long term patrons when they met to discuss the 2011 Wall of Fame nominations. At that meeting the Committee members created a draft policy that was presented to Commission.

Discussion ensued and it was agreed that it would be difficult to monitor attendance and the number of patrons who have used the facilities for over 25 years.

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Commission requested that the draft policy be reviewed with the focus of recognizing patrons that use the facilities over the age of 90 and that criteria be presented at the May Commission meeting.

**IV. REPORTS**Program Reports, Parks & Physical Plant – March 2011

The Manager, Recreation Program Services reported that Campus View Elementary School will be included in the afterschool care feeder schools in September 2011.

Manager, Parks reported that the field renovations have been delayed due to wet fields.

Commission requested that the monthly tree report include the breakdown of removal trees by protected and non protected trees as well as the details of individual species of those trees planted by the municipality as replacement trees each year.

Personnel Report

Fitness Programmer – Krista Enderud is the new Fitness Programmer. Recently, Krista held this position temporarily during a maternity leave.

Parks Clerk – Elaine Piluso is the successful applicant for the Parks Clerk position. Elaine has municipal experience from Central Saanich.

Community Recreation Coordinator – Meghan Mathias, current Aquatic Coordinator will be filling the maternity position for a year.

Community Recreation Programmer – successful applicant is Caitlin Carlson, current Aquatic Programmer.

Midnight Maintenance – the successful applicant for the temporary position to cover an employee on LTD is David Burr and the permanent position, vacated by the Katherine Kopriva who was appointed Leadhand, was filled by Terry Eldridge.

Temporary Aquatic Coordinator and permanent Aquatic Programmer positions vacated by Meghan Mathias and Caitlin Carlson are posted and interviews will be held in the next week.

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

|   | <u>2010</u> | <u>%</u> | <u>2009</u> | <u>%</u> |
|---|-------------|----------|-------------|----------|
| YTD Revenue at month end                | \$1,488,184 | 21.76    | \$1,581,002 | 22.96    |
| YTD Expenditures at month end           | \$1,553,340 | 15.31    | \$1,647,082 | 16.33    |
| YTD Net Expenditure at month end        | \$65,156    | 1.97     | \$66,080    | 2.07     |
| YTD Net Expenditure at month end (adj.) | \$52,155    | 1.58     | \$89,198    | 2.79     |

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**2) February 2011, Food Services Statement**

|             | <u>2010</u> | <u>2009</u> |
|-------------|-------------|-------------|
| YTD Revenue | \$73,545    | \$92,379    |
| YTD Net     | \$ 5,683    | \$17,173    |

Field User Meeting

The Fall/Winter Field User meeting was held on March 22, 2011 with four user groups in attendance.

Moved by Brian Yellin, Seconded by Drew Henderson THAT THE COMMITTEE REPORTS BE APPROVED.

Carried

**V. NEW BUSINESS**Wall of Fame

Members of the Wall of Fame Selection Committee met on March 10<sup>th</sup> 2011 to discuss submitted nominations. This year the selection committee received two nominations from one organization. Committee members expressed concern about a single organization submitting more than one nomination per year and therefore recommended that the phrase "There will a limit of one nomination per organization in any given year" be added to the procedure for nomination and selecting individuals to be honored.

Discussion ensued and it was agreed that the item be tabled and the criteria as a whole be reviewed by the Wall of Fame Selection Committee for further discussion and return to Commission for review at a later date.

Monterey Memberships

Following the discussion about Monterey Memberships at the March Commission meeting, the Manager, Recreation Program Services reported that effective immediately, Monterey memberships will be valid for one year from the date of purchase. The memberships are being offered at a special anniversary price of \$40 as previously approved by Commission. Memberships sold between now and June 30, 2011 will be valid until June 30, 2012.

As of July 2011 members will pay \$10.75 for an annual parking sticker. Staff proposed an anniversary package deal of \$50 for the membership and parking sticker.

Moved by Drew Henderson, Seconded by Brian Yellin THAT AN ANNIVERSARY PACKAGE PRICE OF \$50 FOR AN ANNUAL MONTEREY MEMBERSHIP AND PARKING STICKER BE APPROVED.

Carried

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## Allotment Gardens

Councillor Braithwaite reported that Ian Back who is involved with the Parks and Recreation Foundation of Victoria has come forward with some potential funding towards the creation of additional community gardens in the Oak Bay Municipality. Concern was expressed with regards to the lack of a location for community garden space. A suggestion was made that the Foundation partner with the school district to consider creating a community garden on school property.

Another suggestion was the potential of creating community garden space at Carnarvon Park should it be redeveloped, if the NLC is approved. Commission members are in support of community gardens and will strike a sub-committee to discuss further.

## **VI. DIRECTOR'S REPORT**

## **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 8:45 pm.