

REPORT of the regular monthly meeting of the OAK BAY PARKS AND RECREATION COMMISSION held on Wednesday, August 24, 2011 in the Council Chambers, Oak Bay Municipal Hall.

In Attendance:

Monty Holding, Chair
Brian Sharp
Rick Marshall
Sandi Piercy
Liz Hawes
Victor Lotto
Brian Yellin
Chris Smith
Councillor Hazel Braithwaite

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: Drew Henderson

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

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|----|----------------|------------------------|--------------|
| I. | MINUTES | Commission | (2011-06-08) |
| | | Committee of the Whole | (2011-06-20) |

Moved by Brian Sharp, Seconded by Victor Lotto, THAT THE MINUTES OF THE June 8, 2011 MEETING OF THE PARKS AND RECREATION COMMISSION BE ADOPTED.

Carried

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

II. CORRESPONDENCE

Henderson Gyro Park (Letter - Chant, 2011-07-22)

Correspondence was received from Ms. Julie Chant, Oak Bay resident whose back gate opens into the park, requesting that Commission consider an upgrade to Henderson Gyro Park located off Arden Road. Ms. Chant feels that the park is not toddler and young child friendly and the grounds need to be enhanced. She feels that the park has the potential to be a well used park if upgraded.

The Manager, Parks Services reported that the playground equipment, targeted to the younger age group, was upgraded in 1997 through funding from Saturn Corporation. The department has since replaced the swings and refurbished the rocking horses and this playground is on the 10 year capital plan for upgrading in 2015. The Manager, Parks Services reported that the department will include the cost of a new piece of equipment to enhance the park, most likely around \$15,000, with the 2012 Capital Requests for Commission to consider.

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MEC Paddlefest (Letter – Dowling, 2011-06-21)

Correspondence was received from Kieran Dowling, Coordinator of the MEC Paddlefest 2011. Mr. Dowling expressed his thanks to the Oak Bay Municipality for permitting Mountain Equipment Coop to host the MEC Paddlefest at Willows Beach on June 18th.

Mr. Dowling felt that the event was a great success and MEC will be submitting a request to hold the event on a suitable date in June/July 2012, taking into account other events at the park during that time frame. The Manager, Parks Services noted that the event was well managed and consideration was given to neighbours with regards to the sound system.

III. UNFINISHED BUSINESSCarnarvon Park Subcommittee

Monty Holding thanked all Commission members who put their name forward to serve on the Carnarvon Park Sub-committee. The sub-committee will look at the future of Carnarvon Park should the Neighbourhood Learning Centre at Oak Bay High School receive final approval. He announced committee members will be Victor Lotto, Sandi Piercy and himself along with Councillor Hazel Braithwaite as the Council representative to Commission. The committee may wish to appoint a member from the public at a later date.

Monty is hoping the Carnarvon Park Subcommittee will start meeting in early October.

IV. NEW BUSINESSWall of Fame draft policy update

On behalf of the Wall of Fame Committee, Councillor Braithwaite outlined the recommended changes to the Wall of Fame Recognition Policy and Procedures. Discussion ensued and Commission members agreed that the following changes be made:

1. The criteria for selecting individuals be changed from Ten (10) or more years of significant community service contributions to Fifteen (15) or more years of significant community service contributions.
2. The procedure for nominating and selecting individual include;
 - “All nomination applications must be accompanied by two (2) letters of reference”.
 - “Only one nomination per organization may be selected in any one year”.
 - “Nominations will be solicited annually through an advertising campaign between January 1st and February 28th”.
3. The Recognition portion to include;
 - “Inductees and one guest will be invited to the Municipal Volunteer Recognition Dinner held in May. In the event a selected nominee is deceased, two (2) family members will be invited to the Municipal Dinner for recognition”

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- “If attendance to the Municipal Dinner is not possible, recognition will be done at some other appropriate time, as set by Council”.

Moved by Rick Marshall, Seconded by Chris Smith THAT IT BE RECOMMENDED TO COUNCIL THAT THE WALL OF FAME RECOGNITION POLICY AND PROCEDURES BE AMENDED AS DISCUSSED.

Carried

V. STAFF REPORTS

Program Reports, Parks & Physical Plant – May 2011

Manager, Recreation Program Services reported that 9381 children have been registered in camps this summer to date which is a 7% increase from 2010 numbers during the same period.

Positive feedback has been received from the pool shutdown work.

The new tree brochure was distributed to Commission members for their information. The brochure educates Oak Bay residents on the tree bylaw restrictions and will be distributed with the municipal water bill as well as being available from the Parks Yard and Municipal Hall.

The Manager, Parks Services reported that in accordance with the Animal Control Bylaw dogs are currently allowed on leash in the Carnarvon Water Park area. However, there is a sign on the park gate that says no dogs allowed in the water park area. He would like to recommend that the bylaw be amended to reflect no dogs be allowed in the water park at any time due to the high volume of usage and the confined space.

Moved by Chris Smith, Seconded by Brian Yellin THAT IT BE RECOMMENDED TO COUNCIL THAT THE ANIMAL CONTROL BYLAW BE AMENDED TO PROHIBIT DOGS IN THE CARNARVON WATER PARK AT ALL TIMES.

Carried

Personnel Report

Facility Maintenance Technician - Terry Eldridge has been on staff as a Midnight Facility Person since March 2011 and brings ten years of experience from Calgary. Terry replaced Dawson Staniforth on his retirement.

Monterey Maintenance Person - Ron Cruikshanks replaced Paul Rains upon his retirement. Ron has been with Recreation Oak Bay since 1995 at Monterey and Henderson Recreation Centres.

Henderson Maintenance Person - Barry Russell has returned to Recreation Oak Bay after retiring in 2005. Barry has worked as the temporary Aquatic Coordinator and Midnight Leadhand at Recreation Oak Bay.

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Parks Clerk - Cara Garrison is replacing Elaine Piluso who resigned. Cara has worked at Recreation Oak Bay and the Municipal Hall in a variety of positions since 2008.

Finance Report**July 2011, Month End Statement**

| | <u>2011</u> | % | <u>2010</u> | % |
|---|-------------|-------|-------------|-------|
| YTD Revenue at month end | \$4,185,989 | 61.11 | \$4,398,633 | 63.87 |
| YTD Expenditures at month end | \$5,770,592 | 56.83 | \$5,793,137 | 57.44 |
| YTD Net Expenditure at month end | \$1,584,603 | 47.96 | \$1,394,504 | 43.59 |
| YTD Net Expenditure at month end (adjusted) | \$1,598,417 | 48.38 | \$1,474,122 | 46.07 |

July 2011, Food Services Statement

| | <u>2011</u> | <u>2010</u> |
|-------------|-------------|-------------|
| YTD Revenue | \$ 214,379 | \$251,809 |
| YTD Net | -7,860 | \$ 2,957 |

NLC Update

The Director reported the project has been approved by the School District and the Ministry of Education, the project is now with the Provincial Treasury Board for final approval. It is hoped Treasury Board approval will be received by early fall.

Moved by Sandi Piercy, Seconded by Liz Hawes THAT THE COMMITTEE REPORTS BE APPROVED.

Carried

VI. DIRECTOR'S REPORTAdmission specials

The Director and Manager, Recreation Program Services reported that the admission specials promotion that started the beginning of July has been well received and to mid-August the admissions in these areas have picked up. A promotional rack card was distributed through the Times Colonist to advertise these specials.

We have sold 14 of the \$100 two-month unlimited golf course passes and with the good weather golf admissions have picked up in August.

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Cal Allen plaque unveiling

The Cal Allen recognition plaque unveiling will be held on Thursday, October 13th at 11:30am in the upper lobby of the Oak Bay Recreation Centre. The plaque will recognize those patrons who continue to participate in Recreation Oak Bay physical activities after 90 years of age.

Lawn Bowling event

Reminder to Commission members about the September 8th Commission/Council lawnbowling event, please RSVP to Mandi Krieger by August 31, 2011.

Monterey 40th Anniversary Gala

Monterey Recreation Centre is holding its 40th Anniversary Gala on Wednesday, September 28th at 5:30pm. Tickets are available at Monterey Recreation Centre for \$20 per ticket for dinner and dancing. Two Monterey members who have attended at the centre for the past 40 years will be honored at the event.

Best of the City Awards

The Oak Bay Parks and Recreation department was recognized in the Best of the City 2011 awards in the following categories:

- #1 Best Recreation Centre
- #2 Best Gym
- #2 Best 9 Hole or Par 3 Golf Course
- #2 Best Swimming Pool

VII ADJOURNMENT The meeting was adjourned at 8:20 pm.

Moved by Victor Lotto, Seconded by Sandi Piercy, THAT THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION BE ADJOURNED

Carried