

REPORT of the regular monthly meeting of the OAK BAY PARKS AND RECREATION COMMISSION held on Wednesday, December 7, 2011 in the Pine Room, Monterey Centre.

**In Attendance:**

Monty Holding, Chair  
Brian Sharp  
Rick Marshall  
Brian Yellin  
Victor Lotto  
Sandi Piercy  
Councillor Tara Ney

**Staff:**

Ray Herman, Director, Parks and Recreation  
Lorne Middleton, Manager, Parks Services  
Grant Brown, Manager Administrative Services  
Mandi Krieger, Executive Assistant

Absent: Liz Hawes, Chris Smith, Drew Henderson, Janet Barclay

The meeting was called to order at 7:05 pm.

Monty Holding welcomed Councillor Tara Ney to the meeting as the new Council Representative for the Oak Bay Parks and Recreation Commission.

**I. MINUTES** Commission (2011-11-16)

Moved by Victor Lotto, Seconded by Rick Marshall, THAT THE MINUTES OF THE NOVEMBER 16, 2011 MEETING OF THE PARKS AND RECREATION COMMISSION BE ADOPTED.

Carried

**II. NEW BUSINESS**

**III. UNFINISHED BUSINESS**

**III. CORRESPONDENCE**

MS Society

Correspondence was received from Ashley Hodgins, Special Events & Volunteer Resources Coordinator for the MS Society of Canada, South Vancouver Chapter requesting approval to hold the annual Scotiabank MS Walk on Sunday, April 15<sup>th</sup>, 2012 at Willows Beach.

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 sought permission to have Ocean 98.5 radio station broadcast their music and make event announcements intermittently through their sound system from 9am –

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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. Permission was granted for a small sound system to be used for the 2011 event.

The Society will keep the volume of the music played during the event to a minimum and within the confines of the park in order to reduce the impact on the neighbours. Event notices will be delivered during the week prior to the event to houses along the route to advise the community that the event is happening and who to contact if they have any questions or concerns before, during or after the event.

Manager, Parks Services reported that he has spoken with Mr. Geoffrey Voss, Block Watch Captain, to advise him that the event will be happening. Mr. Voss had some concerns prior to the 2010 event regarding noise levels. Manager, Parks Services has suggested that Ashley Hodgins continue communication with Mr. Voss regarding the event. He noted that both staff and Commission members attended the event in April 2011 and the noise levels were acceptable.

Moved by Rick Marshall, Seconded by Brian Sharp THAT THE REQUEST TO HOLD THE SCOTIABANK MS WALK AT WILLOWS BEACH ON APRIL 15, 2012 BE RECOMMENDED TO COUNCIL ON THE BASIS THAT NO VARIATIONS BE MADE FROM THE 2011 EVENT.

#### **IV. REPORTS**

##### Program Reports, Parks & Physical Plant – November 2011

The Director reported that the new Recreation Oak Bay website is available to the public and encouraged Commission members to view the website and welcomed any feedback.

The Crystal Pool is currently in maintenance shutdown and Recreation Oak Bay is honoring the annual passes. Swim sessions have shown a noticeable increase in numbers as Crystal Pool passholders attend the facility.

Manager, Parks Services reported that leaf pick up will continue until the end of December.

Conversation ensued regarding the process that Community groups must follow in regards to submit a request for rental fees to be waived. The Director will report back to Commission in January 2012.

##### Personnel Report

Head of Reception Monterey Centre – Lucinda Ward has submitted her resignation effective December 9<sup>th</sup>, 2012. The position has been posted and interviews will be held early next week.

Maintenance Supervisor – Jim Pearson is the successful applicant for the temporary full time position effective January 1, 2012.

Finance Report

No finance reports for this meeting.

Oak Bay High Redevelopment Update

The Director reported that he has been corresponding with Dave Thomson from Oak Bay High School. A design committee should be appointed early in the New Year to start the design process.

Carnarvon Park Redevelopment Committee Update

No update at this time.

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

Carried

**IV. DIRECTORS REPORT**

The Director reported that following a suggestion at the November Commission meeting, signage has been posted on the four court tennis bubble entrances to advise patrons that the lighting situation is being addressed and to explain the lighting upgrade process to date as well as a request for feedback. The information has been well received and no feedback has been received to date.

Duplicate Bridge pricing has been reduced from \$9.50 to \$8.50 for 2012 and has had received positive feedback from patrons.

The request to utilize the surplus funding from the Phase 1 of the Energy Management program for phase 2 projects has been approved.

Fees and charges were approved as presented with the exception of the Youth annual pass which will be offered at a special rate of \$99 until March 31, 2012. Regular cost of the Youth pass is \$250.00

The Henderson project has been approved by Council and staff will be submitting an application by December 28<sup>th</sup> to apply for the Community Recreation Program grant. Letters of support from the community are being received at Henderson Centre and will be submitted as a part of the application process.

The Director will be attending the Administrators Workshop from January 11<sup>th</sup> – 13<sup>th</sup>, 2011 at Harrison Resort. This annual workshop attracts administrators from across the province.

The January Commission meeting will be held on Wednesday, January 18, 2012 in the Council Chambers at the Municipal Hall.

**V. ADJOURNMENT:**

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

Carried

The meeting was adjourned at 7:40 pm.