

REPORT of the regular monthly meeting of the OAK BAY PARKS AND RECREATION COMMISSION held on Wednesday, February 3, 2010 in the Council Chambers, Oak Bay Municipal Hall.

**In Attendance:**

Frank Carson, Chair  
Donald Farquhar  
Drew Henderson  
Laverne Bennett  
Hazel Braithwaite  
Brian Sharp  
Chris Smith

**Staff:**

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

Absent: Monty Holding, Liz Hawes, Rick Marshall

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

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| <b>I.</b> | <b>MINUTES</b> | Commission<br>Committee of the Whole | (2010-01-06)<br>(2010-01-18) |
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Moved by Don Farquhar, Seconded by Drew Henderson, THAT THE MINUTES OF THE FEBRUARY 3, 2010 MEETING OF THE PARKS AND RECREATION COMMISSION BE ADOPTED AS AMENDED.

Carried

**II. UNFINISHED BUSINESS**

Oak Bay Allotment Gardens

Sylvia Nielsen, Paul West, Rick Lee, George Anderson, George Ford and Corey Burger in attendance.

The Allotment Garden meeting was held on January 20, 2010 at the Municipal Hall with staff and Commission representatives, current plot holders, and waitlisted residents in attendance.

After taking into consideration the comments and suggestions of the January 20<sup>th</sup> meeting, staff recommends the following:

1. Explore the possibility of modifying existing plots to create more garden plots
  - a) Current plots to be grandfathered, re-establishing the size and configuration once the current plot user relinquishes their spot.
  - b) Current plot users unable to cultivate their assigned plot for a one year period must contact the Manager of Parks who will contact people from the waitlist to determine if there is interest in cultivating this plot for a one year period.
  - c) Plot users unable to make use of the entire plot shall contact the Manager of Parks who will contact people from the waitlist to determine if there is interest in sharing the cultivation of this particular plot with the current plot user. Responsibility for the plot would remain with the plot user who has signed the agreement with the municipality.

2. Plot Rotation

Continue with the current year to year use agreement with option for renewal.

3. User Fee

Increase current user fee of \$15 to \$30 to offset costs (water \$340 per year, plus some staff costs for leaf mulch delivery 1 – 2 times per year).

4. Create additional allotment gardens in the Municipality

- a) 12 additional garden plots to be created on the south side of Bowker Creek, in the same location of present allotment gardens. The creation of these additional garden plots will accommodate 12 of the 25 people on the waitlist.
- b) Attendees at the January 20<sup>th</sup> allotment garden meeting suggested several other areas in the community to locate additional allotment gardens. Over the next year staff will consider these suggestions and investigate the possibility of additional allotment gardens for 2011.
- c) Attendees also suggested the municipality connect residents with uncultivated garden areas with those residents wanting garden areas to cultivate. Staff will investigate the possibility of the Municipality creating such a list.

5. Spokesperson for the allotment gardeners to liaise with parks staff

Allotment gardeners will designate one spokesperson each year to liaise with the Manager of Parks Services.

Staff to investigate the possibility of year round access to washrooms at Fireman's Park.

Allotment garden plot holders in attendance addressed Commission with regards to the above recommendations:

In general, current plot holders were in agreement with the recommendations but some ploholders suggest there should be a definition of gardening / cultivations in the Municipal Agreement.

Commission members discussed recommendations and expressed concern about the lack of a three year plot rotation and continuation of the current practice of a year to year use agreement with option for renewal. Currently only one plot is normally turned over each year.

Staff was asked to provide Council with a copy of the current plot agreement and an overview of regulations other municipalities in the region have in place for allotment gardens.

Moved by Don Farquhar, Seconded by Laverne Bennett THAT STAFF  
RECOMMENDATIONS BE FORWARDED TO COUNCIL FOR APPROVAL .  
Carried

Pesticide Bylaw Update

A meeting of the Pesticide Bylaw Committee will take place on Tuesday, February 9, 2010 and recommendations will be presented at the March Commission meeting for discussion.

**III. CORRESPONDENCE**

Windsor Park Off Leash Complaint

Correspondence was received from the President of Bays United FC regarding the control of dogs during off leash hours at Windsor Park and use of the municipal fields for permitted sports groups. It was felt that some dog owners were not monitoring their dog's behavior while players were preparing for field use and dogs were urinating on players' belongings and stool was not being removed from the field.

Manager of Parks Services has spoken to both the field users and the contact person for the dog group to alleviate the problem. The dog group is concerned about this situation and will work with the new dog owners who have joined the Windsor group to educate them in field etiquette. Staff confirmed that field permits supersede the use of the field for dogs. Regardless of bylaw times, dogs must be under owner control at all times.

Tree Protection Bylaw in Oak Bay

Correspondence was received from Mr. David Godfrey on behalf of the Oak Bay Green Committee. Mr. Godfrey's letter will be forwarded to the Tree Bylaw Committee for consideration and response.

**IV. SUB-COMMITTEE REPORTS**

Human Resources

Interviews for the Fitness Supervisor position have been completed and the selection process is in progress.

Program Reports, Parks & Physical Plant – January 2010

Manager, Recreation Program Services reported the closure of Gordon Head Pool for renovation has resulted in additional swim lesson registration for the past few months at Oak Bay.

The Olympic opening ceremonies will be celebrated on Friday, February 12<sup>th</sup> from 6pm to 9pm in the Sportsview Deli Bar and Grill. The celebration will include coverage of the opening ceremonies on the giant projection screen,

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food specials, Olympic trivia and bingo, a supervised Kids Zone and swimming.

The Honorable Ida Chong, Minister of Healthy Living and Sport will be launching a new healthy living resource DVD for older adults at the Oak Bay Recreation Centre on Friday, February 5, 2010.

#### Tree Bylaw Committee Update

The Tree Bylaw Committee will be meeting on a monthly basis to discuss issues such as fees for permits and bonds as well as addressing enforcement issues should a tree be removed after a permit has been denied. The Tree Bylaw Committee will bring any recommendations forward to the Commission in the Fall.

#### Oak Bay High Redevelopment

Brian Sharp reported that the Redevelopment Committee will be completing the consultation process by the end of March. A report will then be completed and sent to the Ministry of Education in order for funds to be released to go forward into the design phase. Priorities are to build a school to accommodate 1300 students, a theatre and 2 playing fields. During the design process all comments and suggestions from the consultative process will be taken into consideration.

The Oak Bay High School Alumni Association will host a Forum on February 10th at 7:30pm in the West Auditorium. The evening will begin with a short presentation of the process so far, and will conclude with a question period.

Moved by Drew Henderson, Seconded by Brian Sharp THAT THE SUB COMMITTEE REPORTS BE RECEIVED.

Carried

## **V. NEW BUSINESS**

#### Wall of Fame Committee

The Mayor has appointed the Wall of Fame Selection Committee. The Committee will include Commission members Liz Hawes and Laverne Bennett as well as Councilor Hazel Braithwaite, Councilor John Herbert and a representative from the community who has yet to be appointed.

#### Joint Commission and Council Meeting

The Joint Commission and Council meeting will be held on Wednesday, March 24<sup>th</sup> at 7pm in the Municipal Council Chambers.

Indoor Tennis – Future Considerations and Options Report

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.

The report was considered and returned to staff for further clarification as to ownership of the land the tennis bubbles are placed.

**VI. DIRECTOR'S REPORT**

The Director reported that the elevator that is being installed at Monterey Recreation Centre is arriving on Monday, February 8<sup>th</sup> and will take approximately 4 weeks to install and should be ready for use in early March.

The annual BCRPA Symposium will be held on May 12<sup>th</sup> – 14<sup>th</sup>, 2010 in Penticton. The Director noted that this conference is an excellent opportunity for learning and networking for both staff and Commission. An invitation was extended for a Commission member to attend the conference with staff. Anyone interested in attending is asked to advise the Director by Wednesday, March 3<sup>rd</sup>, 2010.

**IX. ADJOURNMENT**

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

Carried

The meeting was adjourned at 8:20pm