

REPORT of the regular monthly meeting of the OAK BAY PARKS AND RECREATION COMMISSION held on Wednesday, March 2, 2011 in the Council Chambers, Oak Bay Municipal Hall.

In Attendance:

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

Staff:

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

Absent: Liz Hawes, Lorne Middleton

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

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|-----------|----------------|------------------------|--------------|
| I. | MINUTES | Commission | (2011-02-02) |
| | | Committee of the Whole | (2011-02-07) |

Moved by Victor Lotto, Seconded by Brian Yellin, THAT THE MINUTES OF THE FEBRUARY 2, 2011 MEETING OF THE PARKS AND RECREATION COMMISSION BE ADOPTED.

Carried

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

II. UNFINISHED BUSINESS

III. CORRESPONDENCE

Plaque for Cal Allen (Walker, 2011-02-08)

Inez Walker was in attendance representing a senior skater group at the Oak Bay Recreation Centre. The group requests permission to erect a plaque in the arena lobby in memory of Cal Allen, a long time patron of the recreation centre. Cal Allen skated at OBRC until he passed away on January 18th, 2011 at the age of 97 years. The plaque would include a metal plate engraved with the details of Cal's life and a photo. The group requested permission to place the plaque in the skate lobby in recognition of the value of exercise, there would be no cost to the Municipality.

The Chair noted that 81 patrons over the age of 90 years have been issued a Lifetime pass since its inception. The Municipality offers a number of options for patrons to be remembered such as the Donor Tree Plaque in the Oak Bay Recreation Centre, memorial bench program and the Tree donation program to avoid an abundance of memorial plaques in the facilities. The Wall of Fame was created to recognize individuals who have who have been instrumental in the development of Oak Bay's parks, facilities, and programs.

The Chair requested that the item be tabled in order to explore options that would allow longtime patrons of Recreation Oak Bay to be recognized other than having individual plaques. The Wall of Fame Committee was asked to bring recommendations to the April meeting.

Moved by Drew Henderson, Seconded by Rick Marshall THAT THE REQUEST TO ERECT A PLAQUE IN MEMORY OF CAL ALLEN BE TABLED AND ADDRESSED AT THE APRIL COMMISSION MEETING.

Carried

Spring Time in Tuscany Dinner (Maxwell, 2011-02-02)

David Maxwell was in attendance.

The Oak Bay Rotary Club will be hosting a dinner and auction event at the Monterey Recreation Centre on May 14, 2011 similar to the event held in May 2010, which raised \$20,000. The evening will consist of a four course Italian dinner and include both a silent and live auction. They hope to sell 200 tickets.

Mr. Maxwell reported that proceeds from this and last year's events will make up the \$28,197 Rotary contribution towards the 2011 upgrade of the Rotary Waterpark at Carnarvon Centre.

In an effort to maximize the profitability of the event in 2010, Commission recommended to Council that the rental fee for the facility be waived as well as the normal mark up on the food that would be associated to the event. The Oak Bay Rotary Club would like to request the same arrangement for 2011.

Moved by Chris Smith, Seconded by Sandi Piercy THAT IT BE RECOMMENDED TO COUNCIL THAT THE APPROVAL GIVEN IN 2010 TO WAIVE THE RENTAL FEE AND FOOD MARK UP COSTS FOR THE OAK BAY ROTARY CLUB FUNDRAISING EVENT BE RENEWED FOR THE EVENT BEING HELD ON MAY 14TH, 2011 ON THE BASIS THAT PROCEEDS FROM THE EVENT WILL BE DESIGNATED FOR THE WATERPARK AT CARNARVON CENTRE.

IV. REPORTS

Program Reports, Parks & Physical Plant – February 2011

Manager, Recreation Program Services reported that the municipalities in the region are working with Thrifty Foods to continue the partnership in offering the Young Chef on the Run and Nutrition For You seminars to the community.

Maintenance staff is completing the tennis lighting project which will finish Phase One of the Energy Management project.

Personnel Report

Current postings:

Fitness Programmer – Michelle Carpenter resigned effective March 3rd to stay at home with her baby son.

Parks Clerk – Jill Preston was the successful applicant for the positions of Administrative Secretary at the Municipal Hall.

Community Recreation Coordinator – temporary posting for Nicky Brown who commences maternity leave in May.

Community Recreation Programmer – Emily Wilson resigned effective April 8th and is moving to Vancouver.

Midnight Maintenance – two positions - temporary position to cover employee on LTD and permanent position vacated by Katherine Kopriva, successful applicant of Midnight Leadhand position.

Finance Report

1) January 2011, Month End Statement

	<u>2010</u>	<u>%</u>	<u>2009</u>	<u>%</u>
YTD Revenue at month end	\$1,025,729	15.00	\$1,064,477	15.45
YTD Expenditures at month end	\$816,580	8.05	\$800,774	8.01
YTD Net Expenditure at month end	\$-209,149	-6.32	\$-263,703	-8.47
YTD Net Expenditure at month end (adj.)	\$-209,149	-6.32	\$-191,813	-6.16

2) January 2011, Food Services Statement

	<u>2010</u>	<u>2009</u>
YTD Revenue	\$36,768	\$46,156
YTD Net	\$ 6,153	\$13,101

Wall of Fame Committee

The Wall of Fame Committee will be meeting to review the nominations received and forward nominations to Council for approval.

Neighbourhood Learning Centre Update

Councillor Braithwaite reported that the presentation of the Oak Bay High Project Definition Report including the NLC submission has been delayed by a month. It is expected the project definition report will be presented for approval to the School District Trustees in March and then be presented to the Ministry of Education.

Councillor Braithwaite also informed Commission that there has been some question around whether there will be a lighted, artificial turf field included with the project. The Ministry of Education will fund regular grass fields as will be shown in the definition report. However, once the project definition report has been approved by the Ministry of Education, the Project Design Team intends embark on a fundraising campaign in the hopes to raise sufficient monies for the installation of a turf field with lights.

Allotment Gardens Update

The annual Allotment Garden meeting was held on February 9th that consisted of both current plot holders and those on the waitlist. Ten additional plots will be available in Spring 2011 and staff continue to look at options within the municipality for additional locations. The Manager, Parks Services will hold an on-site meeting on June 1st with current plot holders to ensure the gardens are being utilized correctly.

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

Carried

2011 Operating Budget Request

The Director, Parks & Recreation reported that the department concluded 2010 with a net operating expenditure of \$3,202,060 which is 3.91% or \$130,186 less than the approved budget of \$3,332,246.

The 2011 net operating budget request is \$3,299,165 which is a -.99% or \$30,081 decrease from the 2010 approved budget. The Director reviewed the significant items included in the 2011 Operating Budget. It was noted that the collective agreement expired the end of 2010 and therefore the 2011 operating budget does not include any salary/wage increases.

Moved by Chris Smith, Seconded by Rick Marshall THAT THE 2011 OPERATING BUDGET BE RECOMMENDED TO COUNCIL FOR APPROVAL.

Carried

2011 Capital Requests

Commission reviewed the 2011 Capital requests as presented.

Moved by Victor Lotto, Seconded by Sandi Piercy THAT THE 2011 CAPITAL REQUESTS BE RECOMMENDED TO COUNCIL FOR APPROVAL .

Carried

V. NEW BUSINESS

Monterey Recreation Centre Promotions

Manager, Recreation Program Services reviewed the workplan staff has developed for 2011 to focus on increasing membership numbers, volunteer opportunities and increase attendance at special events and trips.

Par 3 Golf 2011 Promotions

Manager, Recreation Program Services reviewed the workplan staff has developed for 2011 to promote the Henderson Golf Course including an advertising campaign and offering various specials and events to golfers.

VI. DIRECTOR'S REPORT

VII. ADJOURNMENT

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

Carried

The meeting was adjourned at 9:20 pm.