

REPORT of the regular monthly meeting of the OAK BAY PARKS AND RECREATION COMMISSION held on Wednesday, October 5, 2011 in the Council Chambers, Oak Bay Municipal Hall.

In Attendance:

Monty Holding, Chair
Victor Lotto
Drew Henderson
Brian Yellin
Sandi Piercy
Liz Hawes
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: Rick Marshall, Chris Smith, Brian Sharp

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

- | | | |
|-------------------|------------------------|--------------|
| I. MINUTES | Commission | (2011-08-24) |
| | Committee of the Whole | (2011-09-06) |

Moved by Sandi Piercy, Seconded by Victor Lotto, THAT THE MINUTES OF THE AUGUST 24, 2011 MEETING OF THE PARKS AND RECREATION COMMISSION BE ADOPTED.

Carried

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

II. CORRESPONDENCE

Spring Time in Tuscany Dinner (Maxwell, 2011-09-16)

David Maxwell was in attendance.

The Oak Bay Rotary Club will be hosting a dinner and auction event at the Monterey Recreation Centre on April 28, 2012 similar to the event held in May 2010 and 2011, which raised \$30,000. The evening will consist of dinner and include both a silent and live auction. In the past 200 tickets have been sold to this event.

Mr. Maxwell reported that proceeds from the 2012 event will go towards youth related projects in the Oak Bay community such as the teen centre portion of the Neighbourhood Learning Centre (once approved) or Interact Program at Oak Bay High School. The two previous events helped provide financial support towards the upgrade of the Rotary Waterpark at Carnarvon Centre.

In an effort to maximize the profitability of the 2012 event, the Oak Bay Rotary Club is requesting the facility rental fee be waived as well as the normal mark up on the food that would be associated with the event. This is the same arrangement that was approved for the events in 2010 and 2011.

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Moved by Drew Henderson, Seconded by Liz Hawes THAT IT BE RECOMMENDED TO COUNCIL THAT APPROVAL BE GIVEN TO WAIVE THE RENTAL FEE AND FOOD MARK UP COSTS FOR THE OAK BAY ROTARY CLUB FUNDRAISING EVENT TO BE HELD AT MONTEREY RECREATION CENTRE ON APRIL 28, 2012, ON THE BASIS THAT PROCEEDS FROM THE EVENT WILL BE DESIGNATED FOR YOUTH RELATED PROJECTS IN THE OAK BAY COMMUNITY.

Carried

III. UNFINISHED BUSINESSWall of Fame Policy

Discussion ensued regarding the proposed Wall of Fame policy revisions and the subsequent recommendation from Committee of the Whole.

Moved by Brian Yellin, Seconded by Liz Hawes THAT IT BE RECOMMENDED TO COUNCIL THAT THE PROPOSED REVISIONS TO THE WALL OF FAME POLICY, AS SUGGESTED BY COMMITTEE OF THE WHOLE, BE APPROVED.

Carried

IV. NEW BUSINESSMemorial Swing (Mayor, 2011-09-11)

Correspondence from the Mayor was received seeking support from the Parks and Recreation Commission to install a swing in the green space across from the dock where the sailboats are located at the Oak Bay Marina.

The swing would be a memorial to Councilor Allan Cassidy and this location has been chosen because Councilor Cassidy was instrumental in developing the partnership between the Garry Oak Sea Scouts and the Municipality which resulted in the current sailing program.

The swing would not be funded through the Parks and Recreation budget. However, on-going maintenance would be undertaken through the parks maintenance budget.

Moved by Drew Henderson, Seconded by Sandi Piercy THAT SUPPORT IN PRINCIPLE BE GIVEN FOR THE INSTALLATION OF A SWING ACROSS FROM THE OAK BAY MARINA DOCKS IN MEMORY OF ALLAN CASSIDY, WITH ONGOING MAINTENANCE TO BE FUNDED FROM THE PARKS AND RECREATION OPERATING BUDGET.

Carried

V. STAFF REPORTSProgram Reports, Parks & Physical Plant – September 2011

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Manager, Parks Services reported that the Friends of Uplands Park held an informational public forum on September 29th at Windsor Pavilion. He noted that the municipality is very fortunate to have so many people actively involved in maintaining Uplands Park.

The annual “Broom Pull” by the Girl Guides will be held on October 22nd and 23rd.

Multiple comments have been received regarding the flower bed at the corner of Fort and Foul Bay Avenues. Many members of the public have enjoyed the antics of the “Alien” over the summer.

Manager, Parks Services reported that two oak trees located on Windsor Road near Oliver Street have a severe fungus and will need to be removed. The Municipal Arborist has sought a second opinion from an outside source that has supported this decision. Replacement trees will be planted after the removal of the diseased trees.

Pesticide Bylaw Update

Manager, Parks Services reported that since the adoption of the new Pesticide Bylaw in April 2011, two permits have been issued to apply pesticides and approximately sixteen phone calls relating to the new bylaw. Phone calls were generally asking for information on products available for weed control in turf and hardscape areas in order to help combat weeds and be permissible under the new bylaw.

The two permits served were for the Municipal Parks Services: 1) Acetic Acid (curb and gutter weed control). The domestic use version of this product is permissible under the bylaw. A permit for use was required as the department purchases the product in concentrate for commercial use and the product is diluted down to the same ratio as domestic use. 2) Orthene (aphid control). This product was used as a trial to control aphid populations by injecting it in to the root flare of five very problematic Linden trees with heavy aphid infestation.

Question was raised regarding the feasibility of continuing a disposable area for non allowable pesticide products. Manager, Park Services reported that is was a worthwhile program and it will be implemented annually in the spring for the next couple of years until the cycle of disposing of non allowable pesticide is completed.

Irrigation Re-allocation of 2011 Capital Funds

Manager, Parks Services reported that irrigation of the Carnarvon rugby field was included in the departmental 2011 approved capital budget at a cost of \$27,600.

Staff would like to request that a portion of these funds (\$21,000) be allocated for irrigation of Willows Park and the remaining \$6,600 be carried forward to 2012. Staff will request an additional \$21,000 as a 2012 capital request, for a total of \$27,600 to complete the Carnarvon rugby field irrigation in 2012.

The reason for this request is that during the summer months current crews can put overland watering pipes on Carnarvon during the daytime hours. However, Willows Park cannot be watered during the daytime hours and watering of this area must be done by

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auxiliary staff hired during the summer months for afternoon/evening shift. Irrigating Willows Park first would free up one auxiliary staff for four months during the summer to assist the full time Irrigation Technician with the increasing number of irrigation issues without increasing costs to the municipality.

Moved by Brian Yellin, Seconded by Liz Hawes THAT IT BE RECOMMENDED TO COUNCIL THAT \$21,000 OF THE \$27,600 IN THE 2011 APPROVED CAPITAL BUDGET FOR THE IRRIGATION OF THE CARNARVON RUGBY FIELD BE REALLOCATED FOR IRRIGATION OF WILLOWS PARK, WITH THE REMAINING \$6,600 TO BE CARRIED FORWARD TO 2012.

Carried

Personnel Report

Facility Maintenance Night Shift – Mark Maclver is the successful applicant for the temporary full time position while the incumbent is on medical leave.

Facility Maintenance Night Shift - Ron Hamilton is the successful applicant for the full time position replacing Terry Eldridge.

Sports Programmer – Steve Bilodeau has tendered his resignation effective October 29, 2011. The position has been posted and closes on Monday, October 17th.

Finance Report

August 2011, Month End Statement

| | <u>2011</u> | % | <u>2010</u> | % |
|---|-------------|-------|-------------|-------|
| YTD Revenue at month end | \$4,799,537 | 70.07 | \$5,031,901 | 73.06 |
| YTD Expenditures at month end | \$6,621,083 | 65.24 | \$6,672,451 | 66.15 |
| YTD Net Expenditure at month end | \$1,821,546 | 55.21 | \$1,640,550 | 51.28 |
| YTD Net Expenditure at month end (adjusted) | \$1,829,313 | 55.45 | \$1,663,668 | 52.00 |

August 2011, Food Services Statement

| | <u>2011</u> | <u>2010</u> |
|-------------|-------------|-------------|
| YTD Revenue | \$ 226,015 | \$265,790 |
| YTD Net | -11,012 | \$ 518 |

NLC Update

No further update at this time.

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

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Carried

VI. DIRECTOR'S REPORT

New Director, Parks & Recreation

Lorna Curtis announced that Ray Herman will be the new Director of Parks and Recreation. Ray comes to us from Mission, BC where he has been the Director of Parks, Recreation and Culture for the past five years. Ray has also been a Parks and Recreation Director in Powell River and for the City of Trail. In the mid 1990's Ray lived in Victoria and was the Arena Coordinator for Panorama Leisure Centre.

Ray will start with the Municipality as of November 14, 2011.

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.

Carnarvon Meeting Date

The Carnarvon Park Subcommittee will meet on October 17th for their first meeting.

The next Parks and Recreation Commission meeting will be Wednesday, November 16th at 7pm at the Windsor Pavilion.

VII. ADJOURNMENT

Moved by Drew Henderson, Seconded by Sandi Piercy, THAT THE OPEN PORTION OF THE REGULAR MEETING OF THE PARKS AND RECREATION COMMISSION BE ADJOURNED AND THAT A CLOSED SESSION BE CONVENED TO DISCUSS PERSONAL INFORMATION ABOUT AN IDENTIFIABLE INDIVIDUAL WHO IS BEING CONSIDERED FOR A MUNICIPAL AWARD OR HONOUR.

Carried

The meeting was adjourned at 8:10pm.