

REPORT of the regular monthly meeting of the OAK BAY PARKS AND RECREATION COMMISSION held on Wednesday, October 7, 2009 in the Council Chambers, Oak Bay Municipal Hall.

**In Attendance:**

Monty Holding, Chair  
Frank Carson  
Matt Fairbarns  
Drew Henderson  
Liz Hawes  
Donald Farquhar  
Laverne Bennett  
Hazel Braithwaite  
Brian Sharp

**Staff:**

Agnes Szilos, Director, Parks and Recreation  
Lorna Curtis, Manager, Program Services  
Lorne Middleton, Manager Parks Services  
Grant Brown, Manager, Administrative Services

Absent: Mandi Krieger, Dick Cavaye

The meeting was called to order at 7:03 pm.

- I. MINUTES** Commission (2009-09-09)  
Committee of the Whole – not available for meeting

Moved by Matt Fairbarns, Seconded by Laverne Bennett, THAT THE MINUTES OF THE SEPTEMBER 9, 2009 MEETING OF THE PARKS AND RECREATION COMMISSION BE ADOPTED.

Carried

**II. UNFINISHED BUSINESS**

Monterey Bike Shelter

The Commission was informed that the proposed new location of the bike shelter at Monterey Recreation Centre was endorsed by Committee of the Whole and now must go through the variance process as the shelter is close to the property line.

**III. CORRESPONDENCE - none**

**IV. SUB-COMMITTEE REPORTS**

Program Reports, Parks & Physical Plant - Summer 2009

Programs:

Programs are off to a good start this fall. The free week of child minding that ran the second week of September was well received. Some spots in child minding are now pre-registered allowing parents to reserve a spot. This change was introduced as a result of feedback from the public. Parents mentioned that they were not signing up for classes and programs because child minding would be full when they arrived, thus leading them to miss their class. A report will be presented to Commission on the effect of this change at the November meeting.

Parks:

The bronze plaque was installed at the scented garden. The plaque has both English and Braille.

The Provincial plaque has been installed at the Senior's Park at Henderson Recreation Centre.

The Parks Department received 3 notes of appreciation this past week. Two regarding the Castaways soccer tournament and one from an Oak Bay resident whose tree Parks staff pruned.

Finance Minutes - Received for information

Moved by Don Farquhar, Seconded by Drew Henderson THAT THE SUB COMMITTEE REPORTS BE RECEIVED.

Carried

## **V. NEW BUSINESS**

### Monteith Community Gardens – Expansion

At the June 4<sup>th</sup>, 2008 Commission meeting, support in principle was received for the expansion of the Monteith Community Gardens and staff was asked to gather information about use of the current garden plots, policies regarding allotment gardens in other jurisdictions, and to continue to work with the Bowker Creek Initiative (BCI) group to create additional community garden plots and a native plant garden.

Since that time BCI has received a grant for the work involved with native plant portion and Parks staff has worked with BCI to implement the project.

Discussion ensued regarding the supplied overview of the other Municipalities and how they deal with Community Gardens. It was mentioned that involvement by municipalities ranges greatly, with some form of assistance provided in all cases. Most community gardens are run by local associations.

Issues were raised regarding the low fee charged and low turnover of the plots which result in a few individuals having the advantage of the community gardens for many years with others remain on the waitlist for extended periods of time.

Discussion ensued regarding the possibility of setting plot lease term limits so that plots are turned over on a regular basis allowing the length of time that one is placed on the waitlist to decrease. Various time periods were suggested as well as the possibility grandfathering current plot holders to allow a transition to a new system.

Following discussion, it was moved by Frank Carson, Seconded by Matt Fairbarns THAT STAFF REVIEW CURRENT PRACTICES, CONSULT WITH PLOT HOLDERS, AND BRING FORTH RECOMMENDATIONS

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REGARDING THE MANAGEMENT OF THE MONTEITH COMMUNITY GARDENS INCLUDING FEES, PLOT SIZE AND TERMS OF OCCUPANCY TO THE FEBRUARY COMMISSION MEETING.

Carried

It was moved by Laverne Bennett, Seconded by Drew Henderson TO ENDORSE THE WORKS NEEDED TO EXPAND THE NUMBER OF MONTEITH COMMUNITY GARDEN PLOTS by 12.

Carried

#### Oak Bay High School Steering Committee

The Oak Bay High School Principal contacted Commission requesting a representative to sit on their steering committee that is looking at the direction of future plans of Oak Bay High School. Brian Sharp and Hazel Braithwaite both volunteered to sit on the committee.

### **VI. DIRECTOR'S REPORT**

#### Carnarvon Roof

The work to replace the roof at Carnarvon Centre has begun and the roof is now water tight. The installation of the remaining flashing will be completed shortly.

#### Energy Project Report

The RFP's for the new boilers are due October 15<sup>th</sup> 2009. Work on these projects cannot proceed until the signed Eco-Energy Agreements are received from the federal government. These are expected within two weeks. The majority of the Energy Project work will be done 2010.

#### Monterey Elevator Project

The trade costing for the project has been completed and falls within the budget for the project. The construction manager has been authorized to proceed with the construction stage of the project.

#### Closing Remarks

The Director thanked Commission for their input and advice over the years and expressed that Commission is a great asset for staff. The Director mentioned that she is proud of the staff that she has worked with and the contributions they have made in building the success of Recreation Oak Bay.

### **IX. ADJOURNMENT**

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

Carried

The meeting was adjourned at 8:45pm