



## Meeting of the North Vancouver Recreation & Culture Commission

Wednesday, November 16, 2022, 6:30 pm

### MEETING MINUTES

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Attendees: Commissioner Franci Stratton (Chair)  
Commissioner Betty Forbes  
Commissioner Angela Girard  
Commissioner John Moore  
Commissioner Linda Munro  
Commissioner Lisa Muri  
Commissioner Kate Smyth  
Commissioner Dave Wilson

Staff: Heather Turner, Director of Recreation & Culture  
Michael Hunter, Deputy Director  
Jennifer Wilson, Manager, Recreation & Culture Services  
Howard Kiang, Manager, Maintenance & Engineering Services  
Karen Bickford, Manager, Finance  
Jennifer Wu, Financial Services Officer  
Kimberly Fong, Financial Services Officer  
Karen Pighin, Cultural Services Officer  
Christine Walker, Coordinator, Centralized Services  
James Vanderheide, DEI Project Manager  
Veronica Labrosse, Executive Assistant

Regrets: Commissioner Holly Back  
Commissioner Mary Carmichael

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#### I. Call to Order

Chair Stratton called the meeting to order at 6:35 pm.

#### II. Approval of the Agenda

The Chair called for a motion to approve the agenda with an amendment: moving item V. b) 2023 Arts & Culture Grants, to item V. a), to allow the Arts & Culture Grants Review Committee Vice-Chair to attend for the item.

**Moved** by Commissioner Muri; **seconded** by Commissioner Forbes

**THAT** the meeting agenda be approved as amended.

**Carried**

**III. Adoption of the Minutes of the Last Meeting**

**Moved** by Commissioner Muri; **seconded** by Commissioner Moore

**THAT** the minutes of the September 29, 2022 meeting be adopted.

**Carried**

**IV. Director's Report**

Director Turner highlighted items from the report.

**V. Items for Discussion/Decision**

a) 2023 Arts & Culture Grants

The Chair advised that Karen Pighin, Cultural Services Officer, and Peter Zednik, Arts & Culture Grants Review Committee Vice-Chair, were in attendance, and Commissioner questions were answered.

**Moved** by Commissioner Moore; **seconded** by Commissioner Wilson

**THAT** the Commission approve Arts and Culture Grants in the amount of \$114,500 comprised of \$67,500 for Programming & Project Assistance Grants and \$47,000 for Celebrations & Events Grants.

**Carried**

The Chair thanked K. Pighin and P. Zednik for their attendance.

b) 2023 Fees & Charges

The Chair advised that Christine Walker, Coordinator, Centralized Services, was in attendance to answer questions. Director Turner provided report highlights.

**Moved** by Commissioner Girard; **seconded** by Commissioner Munro

**THAT** the Commission approves the 2023 Fees and Charges (Attachment 1).

**Carried**

c) Designation of the Freedom of Information and Protection of Privacy Head

**Moved** by Commissioner Muri; **seconded** by Commissioner Girard

**THAT** the Commission approve the designation of Michael Hunter, Deputy Director, as the Freedom of Information and Protection of Privacy Head for the North Vancouver Recreation & Culture Commission.

**Carried**

d) Reports from the Finance Committee of the Whole

**i. 2023 Provisional Operating Budget Submission**

**Moved** by Commissioner Wilson; **seconded** by Commissioner Moore

**THAT** the 2023 Provisional Operating Budget as outlined in Appendix 1 be approved for submission to the City and District of North Vancouver.

**Carried**

**ii. Capital Plan 2023 and Capital Financial Model 2023-2032**

**Moved** by Commissioner Muri; **seconded** by Commissioner Smyth

**THAT** the NVRC-City Capital Plan 2023 Funding Requests, in the amount of \$1,247,700, be approved by the Commission and recommended to City Council for approval (Appendix A);

**THAT** the NVRC-District Capital Plan 2023 Funding Requests, in the amount of \$1,935,300, be approved by the Commission and recommended to District Council for approval (Appendix B);

**THAT** the NVRC-City Capital Financial Model 2023-2032 be approved by the Commission for approval and recommended to City Council for approval (Appendix C); and

**THAT** the NVRC-District Capital Financial Model 2023-2032 be approved by the Commission recommended to District Council for approval (Appendix D).

**Carried**

**VI. Items for Information**

a) Diversity, Equity and Inclusion Update

Director Turner introduced Mike Hunter, Deputy Director, and James Vanderheide, DEI Project Manager, who followed with a presentation. Copies of the DEI report and timeline were distributed to the Commissioners.

**Moved** by Commissioner Stratton; **seconded** by Commissioner Muri

**THAT** the Commission receive this report for information.

**Carried**

The Chair thanked M. Hunter and J. Vanderheide, and expressed that she is looking forward to a progress report in 2023.

**VII. Other Business**

a) Report from School District #44

Commissioner Munro advised that Antje Wilson will be replacing her on the Commission as the School District #44 representative.

The Chair asked if there was further business and there was none.

**VIII. Next Meeting**

The Chair advised of the decision not to hold an in-person Commission Holiday Reception in December.

The next meeting is to be scheduled for early 2023.


**IX. Adjournment**

**Moved** by Commissioner Muri; **seconded** by Commissioner Girard


**THAT** the meeting be adjourned at 8:02 pm.

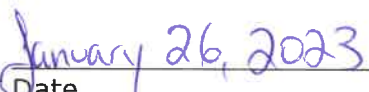
**Carried**

**Approved:**

  
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Franci Stratton, Chair

**Recorded by:**

  
\_\_\_\_\_  
Veronica Labrosse, Executive Assistant

  
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Date