



## Virtual Meeting of the North Vancouver Recreation & Culture Commission

Thursday, January 20, 2022, 5:30 pm

### MEETING MINUTES

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Attendees: Commissioner Franci Stratton (Chair)  
Commissioner Herman Mah (Vice-Chair)  
Commissioner Holly Back  
Commissioner Mary Carmichael  
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  
Jennifer Wilson, Manager, Recreation & Culture Services  
Howard Kiang, Manager, Maintenance & Engineering Services  
Karen Bickford, Manager, Finance  
Karen Pighin, Cultural Services Supervisor  
Veronica Labrosse, Executive Assistant

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#### **I. Call to Order**

Director Turner called the meeting to order at 5:30 pm, and introduced the new School Board representative, Linda Munro.

Since the Commission Chair is elected at the first Commission Meeting of the year, Director Turner proceeded with the nomination process.

#### **II. Election of Officers for 2022**

##### a) Chair

Director Turner asked for nominations. Commissioner Back nominated Commissioner Stratton. Commissioner Stratton accepted the nomination. Director Turner asked if there were further nominations. Having received none, Chair Stratton was acclaimed as Chair for 2022.

b) Vice-Chair

Chair Stratton asked for nominations. Commissioner Muri nominated Commissioner Mah. The Chair asked for further nominations. Having received none, the nomination was accepted on behalf of Commissioner Mah, who later joined the meeting in progress and formally accepted.

**III. Approval of the Agenda**

**Moved** by Commissioner Muri; **seconded** by Commissioner Back

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

**Carried**

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

**Moved** by Commissioner Muri; **seconded** by Commissioner Back

**THAT** the minutes of the November 18, 2021 meeting be adopted.

**Carried**

**V. Director's Report**

Director Turner highlighted items in the report and advised that Karen Bickford, Finance Manager, was in attendance to answer budget/finance-related questions.

Director Turner updated the Commissioners on the pandemic's continued impact on programs and services, and asked Jennifer Wilson, Manager of Recreation & Culture Services, to provide an update on the gradual reopening of fitness centres.

Director Turner provided a review of operating budget revisions submitted to the City and District (primarily due to the Harry Jerome Community Recreation Centre remaining open during construction of the new centre) and staff answered Commissioner questions.

Other items in the report were highlighted:

- emergency sheltering requests from North Shore Emergency Management
- updates on the new Harry Jerome Community Recreation Centre
- Diversity, Equity and Inclusion organizational audit: next steps and the multi-year action plan to be developed

Director Turner also spoke to the new COVID-19 vaccine mandate for staff and program/facility volunteers (which does not apply to Commissioners). A discussion was held on Commissioner support for the vaccine mandate, and the following motion was put forward:

**Moved by** Commissioner Wilson; **seconded by** Commissioner Girard

**THAT** the Commissioners concur with the mandatory COVID-19 vaccination policy that applies to staff and volunteers (Policy 311);

**AND THAT** the Commissioners be required to provide proof of vaccination to perform Commissioner responsibilities.

**Carried**

Director Turner advised that staff will draft procedures regarding Commissioner proof of COVID-19 vaccination for review and approval by the Policy & Planning Committee and then the Commission.

## **VI. Items for Discussion/Decision**

### a) 2022 Arts & Culture Grants

Director Turner spoke to the process and advised that Karen Pighin, Cultural Services Supervisor, was in attendance to answer questions.

**Moved by** Commissioner Mah; **seconded by** Commissioner Carmichael

**THAT** the Commission approve Arts & Culture Grants in the amount of \$109,000, comprised of \$89,000 in Programming & Project Assistance Grants and \$20,000 in Celebrations & Events Grants.

**Carried**

The Commissioner representative on the Arts & Culture Grants Review Committee, John Moore, spoke to the strengths of the new Committee members and the adjudication process. Vice-Chair Mah thanked Commissioner Moore for his work with the Committee.

K. Pighin and Commissioner Moore answered questions on the amounts requested from organisations in comparison to their budgets and provided clarification regarding organisations who did not apply in 2021. The Chair thanked them for their contributions.

## **VII. Items for Information**

### a) Proposed Schedule of 2022 Virtual Meetings, Conferences and Events

The Chair asked Commissioners to flag any conflictual dates with the Executive Assistant via email at their earliest convenience.

### b) 2022 Committee Appointments

Chair Stratton suggested the status quo, unless appointees are no longer able to participate on their Committee. As noted, the Policy & Planning Committee could have one member added to replace Commissioner Cyndi Gerlach though it is not a requirement. Commissioners were asked to email their interest to the Chair

and Director Turner in short order, and the final Committee Appointments will be circulated to the Commissioners.

**VIII. Other Business**

- a) Report from School District #44

Chair Stratton invited Commissioner Munro to provide her report.

The Chair also spoke to the meeting between the Commissioners and School Board to be planned.

- b) Declarations of Third Party Transactions

This item was raised after the Chair called for any other business, and Chair Stratton invited K. Bickford to speak to the form which Commissioners must complete and return to the Executive Assistant. Detailed instructions will be provided via email.

**IX. Next Meeting**

The next meeting is scheduled for Thursday, March 10, 2022, at 5:30 pm. The Chair advised that meetings will continue to be held virtually until further notice.

**X. Adjournment**

**Moved** by Commissioner Back; **seconded** by Commissioner Girard

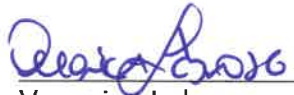
**THAT** the meeting be adjourned at 6:53 pm.

**Approved:**



Franci Stratton, Chair

**Recorded by:**



Veronica Labrosse, Executive Assistant

Jan 20, 2022  
Date