



## MEETING OF THE NORTH VANCOUVER RECREATION & CULTURE COMMISSION

Thursday, June 23, 2022, 5:30 pm (hybrid)

Oak Room, Delbrook Community Recreation Centre  
851 West Queens Road, North Vancouver

(Teams link to be provided)

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### MEETING AGENDA

- I. Call to Order**
- II. Approval of the Agenda**
- III. Adoption of the Minutes of the Last Meeting** Attachment
- IV. Director's Report** Attachment
- V. Items for Discussion/Decision**
  - a) 2022 Arts & Culture Grants Attachments
  - b) Event Hosting Grant Application Attachments
- VI. Items for Information**
  - a) 2022 BCRPA Symposium Commissioner Feedback
  - b) Participation Update Presentation and Attachment
  - c) 2022 Priorities/Service Plan Status Report Attachments
- VII. Other Business**
  - a) School District #44 Update
- VIII. Next Meeting**

The next meeting is scheduled for Thursday, September 15, 2022 at 5:30 pm.
- IX. Adjournment**



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

**Thursday, March 10, 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  
Preston Corrigan, Manager, Technology & Marketing  
Karen Pighin, Cultural Services Supervisor  
Veronica Labrosse, Executive Assistant

Guests: Barbara Pearce, Deputy CAO, City of North Vancouver  
Paul Fast, Principal Architect, HCMA  
Glen Miller, Chair, Arts & Culture Grants Review Committee

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**I. Call to Order**

Chair Stratton called the meeting to order at 5:34 pm.

**II. Approval of the Agenda**

**Moved** by Commissioner Back; **seconded** by Commissioner Mah

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

**Carried**

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

**Moved** by Commissioner Back; **seconded** by Commissioner Carmichael

**THAT** the minutes of the January 20, 2022 meeting be adopted.

**Carried**

### **IV. Presentation - New Harry Jerome Community Recreation Centre Design and Process Update**

Director Turner introduced Barbara Pearce, Deputy CAO, City of North Vancouver and Paul Fast, Principal Architect, HCMA, who were in attendance. P. Fast shared an overview of the design and B. Pearce presented on the process moving forward and the construction schedule. A few clarification questions were asked.

The Chair and Director Turner thanked P. Fast and B. Pearce for their presentation.

### **V. Director's Report**

Director Turner highlighted some items in the report.

Jennifer Wilson, Manager of Recreation & Culture Services, spoke to the new Lions Gate Community Recreation Centre and the goal of having some services offered to the public towards the end of March. Staff will offer Commissioners an opportunity to tour the centre.

Karen Bickford, Manager of Finance, provided a verbal report on the 2021 financial results. Director Turner thanked K. Bickford and other key Finance staff for their work on the audit.

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

#### **a) 2022 Arts & Culture Grants**

The Chair advised that the Arts & Culture Grants Review Committee Chair, Glen Miller, and Karen Pighin, Cultural Services Supervisor, were in attendance.

J. Wilson welcomed G. Miller and K. Pighin, and spoke to the three grant intakes. This intake is for Operating Assistance grants which provide stable funding to local arts & culture organisations.

**Moved** by Commissioner Back; **seconded** by Commissioner Mah

**THAT** the Commission approve Arts & Culture Operating Assistance Grants in the amount of \$88,000.

**Carried**

**VII. Items for Information**

- a) 2022 Committee Appointments

The Chair advised that the listing in the agenda package are the final appointments for 2022.

- b) 2022 BCRPA Symposium

The Chair advised the Commissioners to consider whether they are interested in attending the Symposium, and are asked to email Veronica Labrosse by March 21. Director Turner advised that the policy related to Commissioner attendance can be circulated along with the costs that would be covered.

**VIII. Other Business**

- a) Report from School District #44

Commissioner Munro provided her report.

- b) Feedback and Next Steps – March 3 NVSD/NVRC Meeting

The Chair asked Commissioners for their feedback and a discussion was held.

L. Munro advised that she will take the Commissioners’ feedback to the Board and will report back regarding before and after school care matters that are relevant to the Commission’s mandate

**IX. Next Meeting**

The Executive Assistant will poll Commissioners regarding an alternate May meeting date.

A discussion was held on retuning to in-person meetings and a hybrid model is preferred for the moment.

**X. Adjournment**

**Moved** by Commissioner Muri; **seconded** by Commissioner Munro

**THAT** the meeting be adjourned at 7:00 pm.

**Approved:**

**Recorded by:**

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Franci Stratton, Chair

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

\_\_\_\_\_  
Date

**Commission Meeting Date:**

**June 23, 2022**

**Subject: Director's Report**

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### **Proactively Respond to Recreation and Culture Needs**

- A new screen has been installed at the entrance of Harry Jerome Community Recreation Centre (HJCRC) to provide updates on construction and highlight the features of the new HJCRC. Staff are also creating a “We’re still open” campaign to ensure the community is aware that HJCRC is staying open for the duration of construction and that Centennial Theatre is also still open during this time.
- Most full-day indoor and outdoor children’s summer camps are full and some spots are available in the part-day camps and specialty camps (i.e., cartooning, dance, musical theatre, pottery, skateboard, science, etc.). Support workers will be at key locations to provide additional assistance to those children who need extra help. Recruitment for camps continues to be a challenge.
- New strategies to engage youth in fitness, dance and sport have been successful.
  - At the beginning of May, a new circuit fitness class for youth 13-16 years of age was introduced at Ron Andrews Community Recreation Centre due to the well-established relationship between NVRC and Windsor Secondary School.
  - The number of youth using NVRC fitness centres is increasing. To support youth using the equipment safely, achieving their fitness goals, and doing so independently, staff continue to offer youth orientations regarding options, proper technique and workout plans.
  - Karen Magnussen Community Recreation Centre staff held a youth event on Friday, May 5 as part of celebrating Youth Week. The event featured games, “bubble soccer” on the arena dry floor and swimming. Registration was full with 120 participants. It was the first event since pre-pandemic and feedback from the youth and their parents was very positive. A pool party on June 17 is fully registered.
- NVRC acknowledged International Dance Day on April 29 by hosting nine free dance classes in four different community recreation centres for families, preschoolers, youth and adults. Over 150 community members enjoyed the opportunity to experience a dance class or craft in their own neighbourhoods. The event also led to more participants signing up for regular dance programs.
- Staff are offering “pop-up” yoga classes at the Shipyards as part of the City’s *Play CNV* initiative. The classes started in early June and will continue into the fall.

## **Optimizing Human, Fiscal and Physical Resources and Systems**

- The first Fitness staff in-service in two years was held recently at the new Lions Gate Community Recreation Centre. This was an opportunity to reflect on learnings and plan for the future and the staff also designed a Continuing Education Credit workshop for instructor certifications.
- In 2020, the Commission authorized the Director to implement priority registration when demand is greater than supply and there is a demonstrated need to provide advance access to North Vancouver residents. Priority registration has been implemented for tennis (including the sale of booking cards) and adaptive/general swimming and skating lessons. The feedback has been very positive.
- A significant improvement to the financial assistance process will be implemented in July. Customers who are eligible for financial assistance will have credits placed on their account in advance of registering for programs. Previously, customers were required to pay for their programs and then apply for reimbursement.
- This year staff piloted a change in the timing of the Preteen Youth Leadership Program. By moving the program earlier in the year and just prior to the start of summer camps, preteens can start volunteering right away and applying their learnings in camp opportunities. A second program will also be offered in the fall.
- **Financial Update**
  - 2021 was another challenging year due to restrictions imposed by numerous changes in Provincial Health Orders (PHOs). NVRC operated in 2021 using the same key principle as in 2020: to provide the maximum number of programs and services while complying with PHOs, and in a fiscally responsible way.
  - 2021 financial results included a surplus of \$827,580, which was returned to the District and City in accordance with the bylaw. Contributing factors to the surplus were an additional \$475,000 in "BC COVID Safe Restart Grant" funding received from the municipalities for specific COVID-19 related expenses; and \$158,000 budgeted for the opening of the Lions Gate Community Recreation Centre which was delayed until 2022.
  - Results to date for 2022 are encouraging due to a steady and gradual increase in participation in fitness centres and programs.
  - As at May 31, 2022, there is a 58% increase in overall revenue (most notably in membership and program revenue) compared to the same period last year. As expected, expenses have also increased, though the increases offset each other so that the net financial impact is not significant. We are currently on target with the budget, and will and continue to monitor and update both the District and City finance departments throughout the year.

### **Extended our Effectiveness through Collaboration**

- Lions Gate Community Recreation Centre was officially opened on June 4. The opening event was very successful and well attended. The community experienced the variety of ways the indoor and outdoor spaces would be programmed by Capilano Community Services Society, the North Vancouver District Public Library and NVRC. The community has embraced the centre already as many programs are full and drop-in activities well attended. The library is expanding its opening hours to now include Fridays due to the volume of community members accessing programming on that day.
- Collaborating with Impact North Shore, staff facilitated a virtual orientation for newcomers to Canada. The presentations include information on NVRC's programs and services, how to use the website and the registration process. In the past these sessions have been very valuable to newcomers. NVRC and Impact North Shore staff are providing outreach to Ukrainian and Afghan youth refugees by hosting a special open house in the Harry Jerome Community Recreation Centre's youth lounge this summer.



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Heather A. Turner  
Director of Recreation & Culture

**Commission Meeting Date:**

**June 23, 2022**

**Report Author: Karen Pighin, Culture Services Supervisor**

**Subject: 2022 Arts & Culture Grants**

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**RECOMMENDATION:**

**THAT** the Commission approve Arts & Culture Grants in the amount of \$92,525 comprised of \$49,025 for Programming and Project Assistance Grants and \$43,500 for Celebrations and Events Grants

**BACKGROUND:**

This report outlines funding recommendations from the Arts & Culture Grants Review Committee for 13 grants within the Programming and Project Assistance Grants and Celebrations and Events Grants streams. In accordance with policy, the Committee is appointed by the Commission to provide an independent assessment of funding requests submitted to the Arts & Culture Grants program. It consists of volunteer residents with experience and expertise in the arts, cultural programming and the non-profit sector.

The Arts & Culture Grants program has three intakes per year:

- an **Early Intake in January**, covering Programming and Project Assistance Grants, Celebrations and Events Grants and Community Public Art Grants to support a range of activities in the first half of the calendar year;
- an **Operating Assistance Intake in March** to provide stable support for the operations and programming of leading organizations in the not-for-profit arts sector; and
- a **Late Intake in June**, to support projects, events and activities that commence or take place in the second half of the calendar year.

**DISCUSSION:**

The following recommendations are based on program-specific funding and evaluation criteria as approved in the Arts & Culture Grants Policy. They reflect the assessed merit, impacts and benefits of the proposed activities, and consider the capacity of the applicant organizations to deliver them. A summary of the requests, recommendations and committee comments for Programming and Project Assistance grants and Celebrations and Events grants is appended to this report as Attachment 1.

- 1. Programming and Project Assistance Grants** support the delivery of innovative, high-quality programming and services to the residents of North



Vancouver; reward creativity; foster innovation; and support the emergence of new groups or activities. Grants are available in three categories:

- a) Program and Project Grants provide support for the activities of smaller, community-based arts, cultural and heritage groups;
- b) New Initiatives Grants invest in pilot projects and new initiatives, as well as programs and activities that support emerging arts and cultural practices or that target the underserved; and
- c) Annual Programming Support invests in innovative, high-quality programming across a broad spectrum of artistic and creative practices.

Organization Activity or Event	Program/Project Budget	Grant Request	Recommended Grant Award 2022	Grant Award in 2021
<b>Program and Project Grants</b>				
Belweder North Shore Polish Association (New) <i>Creative Workshops</i>	\$ 8,300	\$ 3,000	<b>\$ NIL</b>	
Blackout Arts Society <i>Stand Festival</i>	\$ 89,500	\$ 12,500	<b>\$ 11,000</b>	\$ 5,000
Deep Cove Heritage Society <i>Projects</i> <i>*Did not apply in 2021 due to Covid-19 pandemic</i>	\$ 18,300	\$ 6,000	<b>\$ 4,500</b>	N/A*
Harlequin Theatre Society (New) <i>The Harlequin Incubator</i>	\$ 24,795	\$ 12,500	<b>\$ 7,500</b>	
Vancouver Chamber Music Society <i>Community Chamber Music Series</i> <i>Outreach Program: Fall/Winter 2022 programming</i>	\$ 34,150	\$ 9,800	<b>\$ 6,000</b>	\$5,000
<b>Sub-Total:</b>	<b>\$ 175,045</b>	<b>\$ 43,800</b>	<b>\$ 29,000</b>	

Organization <i>Activity or Event</i>	Program/Project Budget	Grant Request	Recommended Grant Award 2022	Grant Award in 2021
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**New Initiatives Grants**

VCDM (*New) <i>Tethered: The Performances</i>	\$ 17,280	\$ 5,000	<b>\$ 3,025</b>	N/A*
Sub-Total:	\$ 17,280	\$ 5,000	<b>\$ 3,025</b>	
Organization <i>Activity or Event</i>	Program/Project Budget	Grant Request	Grant Award 2022	Grant Award in 2021

**Annual Programming Support**

Laudate Singers Society	\$ 140,122	\$ 22,500	<b>\$ 17,000</b>	\$12,000
Sub-Total:	\$ 140,122	\$ 22,500	\$ 17,000	
Total:	\$ 332,447	\$ 71,300	<b>\$ 49,025</b>	

**2. Celebrations and Events Grants** support a range of events that enrich quality of life or foster community connections by bringing people together in a celebratory and creative environment. Grants are available in the following categories:

- a) Community Events are single-day events at a local, neighbourhood scale that foster community connections and contribute to residents' sense of belonging, identity and place;
- b) Major Celebrations are signature single and multi-day events at a regional scale that mix culturally relevant arts programming with a significant program of other activities and entertainments; and
- c) Arts Festivals are usually multi-venue events that present a coordinated program of innovative and entertaining arts programming.

Organization – <i>Event or Festival</i>	Event Budget	Grant Request	Recommended Grant Award 2022	Grant Award in 2021
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**Community Events**

Lynn Valley Village Association <i>Family Fun Day (New)</i>	\$ 6,250	\$ 2,250	<b>\$ 1,000</b>	
North Shore Veterans Council <i>Remembrance Day Ceremony</i> * Did not apply for funding due to COVID	\$ 15,500	\$ 4,500	<b>\$ 4,000</b>	\$ N/A*
Sub-Total:	\$ 21,750	\$ 6,750	<b>\$ 5,000</b>	

Organization – <i>Event or Festival</i>	Event Budget	Grant Request	Recommended Grant Award 2022	Grant Award in 2021
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**Major Celebrations**

Belweder North Shore Polish Association <i>Polish Festival</i>	\$ 36,950	\$ 10,000	<b>\$ 7,000</b>	\$ 6,000
Rotary Club of Lions Gate <i>Canada Day Celebrations</i>	\$ 22,000	\$ 6,600	<b>\$ 5,500</b>	\$ 10,000
Vancouver International Mountain Film Festival (New) <i>VIMFF Celebrates Canada</i>	\$ 70,000	\$ 12,500	<b>\$ 11,000</b>	
Sub-Total:	\$ 128,950	\$ 29,100	<b>\$ 23,500</b>	

Organization – <i>Event or Festival</i>	Event Budget	Grant Request	Recommended Grant Award 2022	Grant Award in 2021
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**Arts Festivals**

Artist For Conservation Festival	\$ 165,000	\$ 18,500	<b>\$ 15,000</b>	\$ 13,500
Sub-Total:	\$ 165,000	\$ 18,500	<b>\$ 15,000</b>	
Total:	\$ 315,700	\$ 54,350	<b>\$ 43,500</b>	

**Community Public Art Grants** support community groups seeking to work with artists and engage the creative potential of local populations in the design or development of small to medium-sized, permanent or temporary public art projects. Requests for funding comes through the Arts & Culture Grants Review Committee however the funds are provided separately through project accounts at the District of North Vancouver and the City of North Vancouver. No applications were received.

**BUDGET IMPLICATIONS:**

The 2022 Arts and Culture Grants budget is \$881,486. This report recommends grants in the amount of \$92,525 be approved. This would bring the total funds allocated to \$881,482 which completes the allotment of the 2022 budget.

**CONCURRENCE AND COMMUNICATION PLAN:**

The Arts & Culture Grant program and funding requirements are communicated through individual meetings, email, the NVRC Arts Newsletter and NVRC social media, and verbally at the North Shore Arts and Culture roundtable (held quarterly). NVRC Cultural Services also offer opportunities to discuss and review grant streams and criteria.

The recommendations are made to the Commission by the Arts & Culture Grants Review Committee. Upon Commission approval, applicants are notified within five business days, provided a Notice of Award and required to submit a signed Grant Acceptance Form. All grant recipients must comply with the terms and conditions of the grants program and use the awarded funds as outlined in their application.

As required by policy the NVRC informs Councils annually of the organizations, services and initiatives funded through the Arts and Culture Grants program.

**POLICY/AUTHORITY:**

Authority to allocate funding in accordance with the Arts and Culture Grants policy is delegated by the City of North Vancouver and District of North Vancouver to the North Vancouver Recreation and Culture Commission. The Commission approves recommendations for grant allocations from the Arts & Culture Grants Review Committee.

**CONCLUSION:**

The grants recommended in this report support artistic leadership, encourage the advancement of different artistic and cultural practices, and foster a creative and engaged community. They also deliver on a wide range of important community outcomes such as combating social isolation, providing opportunities for creative community engagement, and supporting inclusion and diversity.

The provision of grants is key to ensuring the survival and resilience of the arts and cultural sector in North Vancouver. The grants recommended in this report are consistent with the NVRC's Strategic Plan and Official Community Plans for both the City of North Vancouver and District of North Vancouver.



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Jennifer Wilson  
Manager of Recreation & Culture Services



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Heather A. Turner  
Director of Recreation & Culture

**2022 Arts and Culture Grants, Late Intake:  
Summary of Grant Requests and Recommendations**

**NEW INITIATIVES GRANTS**

<b>APPLICANT, Program, Project or Activity</b>	<b>Criteria</b>	<b>Program Budget</b>	<b>Grant</b>
<p><b>1. VDCM, Tethered: Performances</b></p> <p>VDCM is an interdisciplinary dance pairing of two artists, Virginia Duivenvoorden and Kay Huang Barnes. Their project integrates indoor and outdoor performances with an art installation. Two performances will be located in parks and one at Presentation House Theatre.</p> <p><b>Committee comments:</b> This work has an interactive component and supports community connection.</p>	Partnering with eligible non-profit, Presentation House Theatre	2022 Projected \$ 17,280	2022, Requested \$ 5,000  Recommended <b>\$ 3,025</b>

**PROGRAM AND PROJECT GRANTS**

<b>APPLICANT, Program, Project or Activity</b>	<b>Criteria</b>	<b>Program Budget</b>	<b>Grant</b>
<p><b>2. BELWEDER NORTH SHORE POLISH ASSOCIATION, Creative Workshops - Connecting North Shore Residents</b></p> <p>The North Shore Polish Association "Belweder", established in 2002, keeps the knowledge of the Polish history, language and culture alive through celebrations of cultural heritage. The proposal is comprised of workshops to create folklore-inspired Christmas/Easter decorations, gifts and toys.</p> <p><b>Committee comments:</b> The committee believes the proposed programming would be an appropriate component to the Polish Festival operations occurring in September. A separate grant application has been submitted for the Polish Festival.</p>	Registered non-profit	2022 Projected \$ 8,300	2022 Requested \$ 3,000  Recommended <b>\$ NIL</b>

APPLICANT, Program, Project or Activity	Criteria	Program Budget	Grant
<p><b>3. BLACKOUT ART SOCIETY, STAND Festival</b></p> <p>The Blackout Arts Society began as a collective of immigrant theatre artists in 2012. The group presents the STAND (Strength Through Art Network Diversity) festival and produces theatre performances featuring immigrant and refugee artists highlighting social issues concerning race, class and gender. The week-long festival consists of micro-performances, workshops and presentations that centre on listening to immigrant/refugee voices and encouraging the development of emerging immigrant artists.</p> <p><b>Committee comments:</b> This organization engages high calibre presenters that provide strong development value. The festival addresses cultural diversity in a unique way.</p>	Registered non-profit	2022 Projected \$ 89,500	2022 Requested \$ 12,500  Recommended <b>\$ 11,000</b>
<p><b>4. DEEP COVE HERITAGE SOCIETY, Workshops and Projects</b></p> <p>The Deep Cove Heritage Society, established in 1985, houses an archive collection of over 4,000 photographs (some dating back to the turn of the century), as well as manuscript materials, maps, documents, and oral and written interviews with the area's pioneers. The collection educates the community on how the past connects with the present. Its programming includes a workshop series, a student participation project and a community-based photo archive project. The approach focuses on people of all ages, youth and the Tsleil-Waututh Nation.</p> <p><b>Committee comments:</b> There is great value in engaging students, the neighbourhood and Tsleil-Waututh Nation members and fostering intergenerational connections.</p>	Registered non-profit	2022, Projected \$ 18,300	2022, Requested \$ 6,000  Recommended <b>\$ 4,500</b>
<p><b>5. HARLEQUIN THEATRE SOCIETY, The Harlequin Incubator</b></p> <p>The Harlequin Theatre Society provides Canadian talent with the opportunity to work in a professional performance environment with a special emphasis on new and emerging artists, i.e. recent university graduates, as well as artists of colour. <i>(continued)</i></p>	Registered non-profit	2022 Projected \$ 24,795	2022 Requested \$ 12,500  Recommended <b>\$ 7,500</b>

APPLICANT, Program, Project or Activity	Criteria	Program Budget	Grant
<p><i>(continued)</i> The Society's Incubator program is designed to facilitate research, creation and production of new works. This program was deliberately created to promote inclusivity and equity by bringing together artists from varied and marginalized communities. The Society focuses on developing stories not usually told on a large platform and to create new Canadian works that showcase the landscape and diversity of BC and its people. The proposed project involves eight to 10 artists and is a teen drama with an interactive live finale entitled "I Killed Maddie Forbes."</p> <p><b>Committee comments:</b> This organization has successfully woven diversity, inclusion and artistic development into their work.</p>			
<p><b>6. VANCOUVER CHAMBER MUSIC SOCIETY, Community Chamber Music Series Outreach Program: fall/winter 2022 programming</b></p> <p>The Vancouver Chamber Music Society provides performance opportunities for emerging professional musicians and internationally acclaimed Canadian artists. It produces a number of concert series across the Lower Mainland. The current application is for a Matinee Series (four Wednesdays) at Highlands United Church in Edgemont Village in the fall/winter of 2022 featuring highly acclaimed BC and Canadian musicians.</p> <p><b>Committee comments:</b> The committee appreciates the high calibre of BC and Canadian artists and sees value in hosting these events locally. The Society received a 2022 grant for their spring series earlier this year. The Society did not have their fall/winter programming prepared when they previously applied therefore are applying again in this intake for their fall programming series.</p>	Registered non-profit	2022, Projected \$ 34,150	2022, Requested \$ 9,800  Recommended <b>\$ 6,000</b>

**ANNUAL PROGRAMMING**

<b>APPLICANT, Program, Project or Activity</b>	<b>Criteria</b>	<b>Program Budget</b>	<b>Grant</b>
<p><b>7. LAUDATE SINGERS SOCIETY, 2022-2023 Concert Season</b></p> <p>Since 1995, the Laudate Singers Society has been the only semi-professional chamber choir of its kind on the North Shore. In 2021, the Society added an intermediate choir, Paragon Singers, in order to involve a greater number of singers and bring Choral music to a wider audience. Laudate has an active composer-in-residence program and continues to commission and present new work by Canadian composers. In addition to offering a high-quality concert series spanning a wide range of musical traditions, the proposed 2022 series features a performance at the Remembrance Day Ceremony in Victoria Park at the Cenotaph and free, family Christmas concerts.</p> <p><b>Committee comments:</b> The Committee acknowledges the high quality of choral singers and appreciates the value the experience has for the community performers and for the audience. It has recommended funding for this group since the early 2000s.</p>	<p>Registered non-profit</p>	<p>2022 Projected \$ 140,122</p>	<p>2022, Requested \$ 22,500</p> <p>Recommended <b>\$ 17,000</b></p>



**COMMUNITY EVENTS**

<b>APPLICANT, Program, Project or Activity</b>	<b>Criteria</b>	<b>Program Budget</b>	<b>Grant</b>
<p><b>8. LYNN VALLEY COMMUNITY ASSOCIATION, Family Fun Day</b></p> <p>Lynn Valley Community Association is a resource that provides opportunities to participate, foster community pride and build community connections. This inaugural Family Fun Day is a local community celebration bringing neighbours together for a day of fun and old-fashioned activities: sack races, egg and spoon races, community-based bands, puppet shows, face-painting, giant Jenga, balloon-pop, plus roving historical figures.</p> <p><b>Committee comments:</b> The committee appreciates the value of bringing the community together and having music as part of the gathering.</p>	Registered non-profit	2022 Projected \$ 6,250	2022 Requested \$ 2,250  Recommended <b>\$ 1,000</b>
<p><b>9. REMEMBRANCE DAY CEREMONY, North Shore Veterans Council (NSVCC)</b></p> <p>The NSVCC, established in 1948, supports the annual Remembrance Day Parade and Ceremony at the Cenotaph in Victoria Park, North Vancouver. The ceremony is delivered by volunteers, consisting of retired veterans and active and retired peace officers. Attended by thousands of people each year, this event is one of the largest Remembrance Day services in Canada outside of Ottawa.</p> <p><b>Committee comments:</b> The Committee recognizes the significant and important community ceremony and the significant outreach and youth involvement.</p>	Registered non-profit	2022 Projected \$ 15,500	2022 Requested \$ 4,500  Recommended <b>\$ 4,000</b>

## MAJOR CELEBRATIONS

APPLICANT, Program, Project or Activity	Criteria	Program Budget	Grant
<p><b>10. BELWEDER NORTH SHORE POLISH ASSOCIATION, Polish Festival</b></p> <p>The Polish Festival Vancouver celebrates the diversity of many ethnic backgrounds within the community and encourages integration through participation. The Polish Festival will take place at Shipbuilders Square on September 4, 2022. This one-day event will celebrate Polish culture and other cultures in the community. This eight year for the Polish Festival and 20<sup>th</sup> anniversary for the Association marks a significant milestone for the organization.</p> <p><b>Committee comments:</b> The Committee recognizes this is a significant cultural event involving numerous volunteers, and recommends a one-year grant to provide the opportunity to re-establish itself as it navigates the pandemic.</p>	Registered non-profit	2022 Projected \$ 36,950	2022 Requested \$ 10,000  Recommended <b>\$ 7,000</b>
APPLICANT, Program, Project or Activity	Criteria	Program Budget	Grant
<p><b>11. ROTARY CLUB OF LIONS GATE, North Vancouver Canada Day Celebration</b></p> <p>For over 20 years, the Rotary Club has been supported to deliver Canada Day festivities. The free community event will take place at the Shipyards with the theme, "A salute to local emergency services". The event includes day-long activities and live entertainment provided by various North Vancouver artists. Performances will be streamed on YouTube and Facebook Live.</p> <p>The 2022 event sees the return to in-person activities reduced from pre-pandemic times. Local emergency service organizations are invited to provide displays and activities highlighting their areas of expertise. There is also a focus on local youth such as the Boys and Girls Club and a group of local youth artists. <i>(continued)</i></p>	Registered non-profit	2022 Projected \$ 22,000	2022 Requested \$ 6,600  Recommended <b>\$ 5,500</b>

<p><i>(continued)</i> <b>Committee comments:</b> The Committee appreciates the calibre of artists performing and the shift to recognizing local first responders as a way of respecting the sensitivity around Canada Day for Indigenous people.</p>			
<p><b>APPLICANT, Program, Project or Activity</b></p>	<p><b>Criteria</b></p>	<p><b>Program Budget</b></p>	<p><b>Grant</b></p>
<p><b>12. VANCOUVER INTERNATIONAL MOUNTAIN FILM FESTIVAL, VIMFF “Celebrates Canada”</b></p> <p>VIMFF brings together a community of outdoor enthusiasts, filmmakers, musicians, photographers, environmental activists and local businesses. They produce an anchor Film Festival, a Fall Series, a Mountain Photography Exhibit, a Speaker Series, a Best of the Fest Tour and other activities. In 2022, VIMFF received a three-year operating assistance grant. This grant is in support of VIMFF’s inaugural Canada Day celebration on the weekend after July 1: a free, full day celebration of cultural and athletic activities including a community run, a climbing wall, live local music and workshops that teach and celebrate film, photography, adventure and the outdoors. The films focus on stories of Canada, celebrating its diverse and unique landscape, and sharing stories of incredible Canadian outdoor athletes and adventurers. The evening ends with a 1.5-hour film program at the Shipyards on a large outdoor LED screen featuring all-Canadian directors of multi-cultural origin.</p> <p><b>Committee comments:</b> The committee recognizes the value of storytelling through film to show community impact. The committee considers this festival a good response to a more inclusive Canada Day celebration.</p>	<p>Registered non-profit</p>	<p>2022 Projected \$ 70,000</p>	<p>2022 Requested \$ 12,500</p> <p>Recommended <b>\$ 11,000</b></p>

**ART FESTIVALS**

APPLICANT, Program, Project or Activity	Criteria	Program Budget	Grant
<p><b>13. ARTIST FOR CONSERVATION FESTIVAL</b>                      The Artists for Conservation Festival has been in place for 11 years. It is a multi-day nature-themed arts and culture event that immerses visitors in a cohesive blend of visual art, music and First Nations cultural performances, art workshops/activities, <i>plein-air</i> sketching walks, art and music demos, and film. This year, the festival will provide a combination of in-person and virtual programming including a combination of online-streamed musical performances, a virtual art exhibit and a virtual 360° "Nature Art Walk" through a North Vancouver trail.</p> <p><b>Committee comments:</b> The committee recognizes this organization's success in the continued development of community engagement and accessibility along with programming and artistic excellence. The committee recommends a one-year grant to provide the organization with the opportunity to build the in-person North Vancouver portion of the festival as it navigates the pandemic.</p>	Recognized arts, cultural or heritage group and non-profit	2022 Projected \$ 165,000	2022 Requested \$ 18,500  Recommended <b>\$ 15,000</b>

**Commission Meeting Date:**

**June 23, 2022**

**Report Author: Karen Pighin, Cultural Services Supervisor**

**Subject: Event Hosting Grant Application**

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**RECOMMENDATION:**

**THAT** the Commission approve an Event Hosting Grant in the amount of \$3,000 for the Seymour Golf and Country Club, in support of their hosting the 117<sup>th</sup> Canadian Men's Amateur Golf Championships

**BACKGROUND:**

The North Vancouver Recreation & Culture Commission (NVRC)'s Event Hosting Grant Program provides financial support for local sport, recreation and cultural organizations seeking to host provincial, inter-provincial, Western Canadian, national or international competitions in North Vancouver.

NVRC was delegated the authority for event hosting grants by City and District Councils in January 2017. NVRC staff review the grant requests from North Vancouver organizations and make recommendations to the Commission for approval.

**DISCUSSION:**

An Event Hosting Grant application was received on behalf of the Seymour Golf and Country Club to host the 117<sup>th</sup> Canadian Men's Amateur Golf Championships from August 1-4, 2022.

Supporting documentation verifying that the event is sanctioned by the national sport organization (Golf Canada) has been received, and the application meets the criteria of the Event Hosting Grant guidelines, including the club's status as a non-profit society under the Societies Act.

The recommended grant is the maximum allowable for a national event according to the NVRC Event Hosting Grant Guidelines.

**BUDGET IMPLICATIONS:**

Funding for the program is provided by the City and District of North Vancouver through the Commission's annual operating budget. The 2022 budget includes \$5,000 for event hosting grants.

**CONCURRENCE & COMMUNICATION PLAN:**

The Commission’s decision will be communicated to the applicant. The current guidelines state that grant recipients are required to publicly acknowledge the contribution.

**POLICY/AUTHORITY:**

In early 2017, City and District Councils approved the establishment of the new Sport Hosting Incentive Grant Program, and reviewed and approved the Sports Hosting Incentive Grant Guidelines. The program was launched in the fall of 2017.

**CONCLUSION:**

The event will provide an economic benefit to the community as 240 players as well as their friends and families from across Canada will be coming to North Vancouver and visiting local businesses. This is a high-profile tournament that will draw hundreds of spectators per day and provide a sense of pride for the community. It will also provide up to 100 volunteer opportunities and give young golfers a chance to see and learn from the best amateur golfers in Canada.



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Jennifer Wilson  
Manager of Recreation & Culture



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Heather A. Turner  
Director of Recreation & Culture

**Commission Meeting Date:**

**June 23, 2022**

**Report Author: Preston Corrigan, Manager, Technology & Marketing**

**Subject: Participation Update**

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**RECOMMENDATION:**

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

**BACKGROUND:**

The North Vancouver Recreation & Culture Commission (NVRC) implemented a new recreation management software system, Perfect Mind, in May 2019. The system enables the tracking of data used to make decisions on program and service development and facility operations.

The key metrics include program registration, fitness membership sales and scans, and drop-in program participation.

This report illustrates the changes in participation in programs and services between January 1, 2019 and May 31, 2022. Due to the launch of the new recreation management software system, the data from 2019 is split, with data covering January 1 to April 31 coming from CLASS (the previous software system), and May 1 to December 31 coming from Perfect Mind. This time period partially overlaps with the COVID-19 pandemic. As a result of COVID-19 related public health measures, the data covering 2020 and 2021 is not representative of typical operations and is not included in this report.

The numbers included in this report are presented through a participation lens and are not intended to be used to compare financial performance.

**DISCUSSION:**

Registered Programs

The data below shows the number of total available registered program spaces for all NVRC programs offered during the respective time periods.

<b>Program Spaces</b>	<b>Jan 1 – May 31, 2019</b>	<b>Jan 1 – May 31, 2022</b>	<b>Change</b>
Swimming	10,694	6,580	-38.5%
Skating	1,700	1,254	-26.2%
General	30,264	15,436	-49%
Fitness	8,100	3,365	-58.5%

The registered program data below includes all registrations completed between January 1 and May 31. Numbers for 2022 are still likely to change as a result of course withdrawals and transfers over the coming weeks and may not match future reports.

<b>Registrations</b>	<b>Jan 1 – May 31, 2019</b>	<b>Jan 1 – May 31, 2022</b>	<b>Change</b>
Swimming	9,118	6,174	-32.3%
Skating	1,465	1,163	-20.7%
General	19,629	12,093	-38.4%
Fitness	4,749	2,663	-43.9%

The fill rate of NVRC classes has increased significantly in 2022.

<b>Fill Rate</b>	<b>Jan 1 – May 31, 2019</b>	<b>Jan 1 – May 31, 2022</b>	<b>Change</b>
Swimming	85%	94%	9%
Skating	86%	93%	7%
General	65%	78%	13%
Fitness	59%	79%	20%

#### Fitness Membership Sales

All fitness memberships were cancelled and refunded in March 2020 as a result of closure of facilities due to the pandemic. Membership sales in 2022 continue to significantly lag 2019 levels, although a recent increase in membership sales has occurred as restrictions have been lifted. As the pandemic has not fully ended membership sales are still an area of uncertainty.

When comparing the period January 1 to May 31 for the years 2019 and 2022, the following membership data is available.

<b>Membership Sales</b>	<b>Jan 1 – May 31, 2019</b>	<b>Jan 1 – May 31, 2022</b>	<b>Change</b>
Unique Members	11,143	8,881	-27%

#### Fitness Membership Scans

NVRC implemented pre-booking for fitness centre access and classes that had previously been recorded as membership scans. The data below has been adjusted to count pre-booked fitness centre sessions and other related classes as membership scans to allow for accurate comparison of the data over the entire period.

<b>Membership Visits</b>	<b>Jan 1 – May 31, 2019</b>	<b>Jan 1 – May 31, 2022</b>	<b>Change</b>
Visits	455,053	312,007	-31%



Drop-in Program Participation

Drop-in program participation tracking has improved for 2022 as a result of customers booking their spots ahead of time. During 2019, customers scanned their membership card to attend any drop-in activity included with their membership. The increase in drop-ins shown below partially offsets the reduction in membership scans as customers no longer scan their membership card when they have pre-booked a space in a drop-in activity.

<b>Drop-In</b>	<b>Jan 1 – May 31, 2019</b>	<b>Jan 1 – May 31, 2022</b>	<b>Change</b>
Drop-in	145,267	158,539	9%

Facility Rentals

Facility utilization is represented below as a total of hours booked during the respective periods. This data includes hours booked at all community recreation centres and Centennial Theatre. Facility rental data for 2022 may change as bookings are adjusted due to weather and other customer service needs.

<b>Facility Rental</b>	<b>Jan 1 – May 31, 2019</b>	<b>Jan 1 – May 31, 2022</b>	<b>Change</b>
Arenas	2,935	2,856	-3%
Pools	2,262	2,444	8%
Total Hours Rented	94,681	60,861	-35.7%

Staff continue to actively manage program and service delivery to maximize facility utilization and provide members of the community with access to a variety of recreation and cultural services. Staffing shortages are still impacting service delivery across the organization and likely will for a good portion of 2022.




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Heather A. Turner  
Director of Recreation & Culture

**Commission Meeting Date:**

**June 23, 2022**

**Subject: 2022 Priorities/Service Plan Status Report**

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**RECOMMENDATION:**

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

**BACKGROUND:**

The Bylaws adopted by the City and District of North Vancouver (CNV and DNV) regarding the North Vancouver Recreation & Culture Commission (NVRC) state that the Commission is responsible for the approval of an annual Service Plan. The Service Plan is a listing of priorities identified on an annual basis to implement the Strategic Plan and it influences the preparation of the annual operating and capital budgets.

**DISCUSSION:**

The annual Service Plan operationalizes the Strategic Plan; the 2022 Priorities/Service Plan was approved by the Commission at their September 16, 2021 meeting.

If initiatives arise after Commission approval, the Service Plan can be modified. Each division and service area ensures their work plans are aligned with the stated focus areas and priorities. A status report on the 2022 Priorities/Service Plan is being presented to the Commission for their information (Attachment 1).

**BUDGET IMPLICATIONS:**

The 2023 Priorities/Service Plan will be on the agenda of the September Commission Meeting and will be considered in the preparation of the 2023 provisional operating and capital budget submissions.

**POLICY/AUTHORITY:**

The Commission has delegated authority to prepare and approve an annual Service Plan for recreation and cultural service provision.



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Heather A. Turner  
Director of Recreation & Culture

## **Attachment 1: 2022 Priorities/Service Plan Status Report As of June 23, 2022**

### **Optimizing human, fiscal and physical resources and systems**

#### **Finalize and implement an anti-racism and anti-discrimination strategy, including an action plan based on internal staff (and organization) audit**

- The organizational diversity, equity and inclusion (DEI) audit report was received from the external consultant, and NVRC leadership asked them to provide some additional analysis and clarification on their report. The updated report was received in late April. The findings in this report are helping inform the action plan for the next 24 months to advance the DEI commitments. In addition to outlining action the organization will take, the action plan will also include the provision of tools, education and resources to support staff and Commissioners on their DEI journey. The action plan will be shared with staff in early summer and with the Commission in September.

#### **Develop a framework for Indigenous relations and further awareness regarding First Nations culture and protocols**

- NVRC's Indigenous relations framework will continue to evolve as we consult with and learn from the Nations. Progress to date includes:
  - Building staff and Commissioner awareness
  - Strengthening staff-to-staff relationships with Squamish Nation and Tsleil-Watuth Nation
  - Confirming appropriate protocols for verbal and written acknowledgements, events, and other matters
  - Seeking First Nations advice regarding materials, documents and processes
  - Integrating Indigenous art into core programming
  - Continuing to celebrate First Nations art through the public art program
  - Supporting the recreation and culture goals of Squamish Nation and Tsleil-Watuth Nation by providing specific programming as requested by the Nations

#### **Develop a strategy and action plan to utilize technology to better serve customers, improve efficiency and collect required data**

- Work continues on developing a mobile application (app) that will allow customers to browse NVRC program and service offerings efficiently on a smart phone and will integrate with the existing Perfect Mind registration system so that customers can enroll securely and directly on their phone. The request for proposals (RFP) closed in May and evaluation to select a vendor is underway. Phase 1 of the mobile app is scheduled to be completed early in 2023 with the second phase completed in early 2024.
- In April, a new automated waitlist notification process was implemented. Customers on a waitlist now receive an email when a spot opens up in a program. This replaces an inefficient, manual process that required hundreds of outgoing calls each week. The new system is showing a higher rate of response compared to the previous call-out system. Customers without an email on file (less than one per cent of users) still receive a phone call with voicemail left if they cannot be reached.

**Reactivate customer experience training practices and evaluation**

- *On hold*

**Implement improvements to Arts & Culture grants process identified through 2021 review**

- Following a review in 2021, the arts and culture grants application process has been streamlined for programming, project and events-related grants. The application form has also been improved by converting it to a more user-friendly format that allows applicants to fill in the form directly from their computer. In 2023, the application process and forms for operating assistance grants will be reviewed and updated.

**Proactively respond to recreation and culture needs of residents****Develop multi-year research plan**

- A plan is being prepared to inform service and facility planning. The plan will include socio-demographic, program, customer, facility, revenue and customer experience data. A system to gather and report on some of the above data was in place prior to 2019, though the migration to Perfect Mind necessitated a new reporting system. Currently data is gathered on an as-needed basis. The gradual release of 2021 Census data will require additional consolidation and analysis.

Staff have worked with Perfect Mind to close reporting gaps identified during implementation. Changes to the core reports in Perfect Mind allow NVRC to report on key metrics identified during the implementation project. Reporting has been further enhanced through custom Excel spreadsheets developed to allow easier manipulation of the raw Perfect Mind data. NVRC is in discussions with Perfect Mind on a new data analytics tool under development called Data Lake that would allow additional access to the raw data for an additional annual fee. As Data Lake continues to be developed and does not have any current users, a decision on the value it would provide has not yet been made.

**Complete/indoor/outdoor recreation and sport facility and venue plan refresh/expansion**

- This project will update the indoor recreation, sport facility and venue plan and expand it to include outdoor recreation and sport. The scope will also be informed by CNV and DNV staff to address the key issues and opportunities for recreation and sport venue planning. A request for proposal (RFP) will be issued in late spring for a consultant to lead the process. Work will commence in the fall and will include extensive stakeholder and staff consultation, demographic and participation analysis, an assessment of needs and the creation of a decision-making framework.

**Offer priority programs and services at Lions Gate CRC (2022), plan for opening of Lynn Creek CRC (2023), plan for Harry Jerome CRC replacement, Karen Magnussen CRC and Ron Andrews CRC**

- Program planning for all community recreation centres (CRCs) is informed by an understanding of the community it serves and the demand for services based on data such as the 2018/2019 Community Recreation Needs Assessment, socio-demographic information, service and participation data, and customer statistics.

- In May 2022, Lions Gate CRC's registered and drop-in programming commenced. Many programs, including art, sport and fitness, are full. Open gym for families and drop-in ball and racquet sports in the gym are also very popular. The outdoor plaza is being activated with programs and events. The facility is also home to Capilano Community Services Society and North Vancouver District Public Library (NVDPL). Their services are well-utilized and NVDPL has already expanded its operating hours. An opening celebration community event was held on June 4 and included a ceremony with dignitaries from Squamish Nation, Tsleil-Waututh Nation, DNV, CNV, Capilano Community Services Society, NVDPL and NVRC.
- Plans are underway for the opening of Lynn Creek CRC in summer 2023. It is comprised of a community recreation centre, shared space with NVDPL and a separate childcare space which will be operated by Parkgate Society. Work in 2022 will include ordering furniture, fixtures, equipment and supplies; consultation on construction matters, and planning staffing and services.
- Work has started on the new Harry Jerome CRC with an anticipated opening in 2025. Staff have been working closely with CNV to ensure customers can continue to be served at the existing Harry Jerome CRC and Centennial Theatre during construction.
- Further progress has been made on assessment of condition, options, timing and needs for both Ron Andrews and Karen Magnussen CRCs.

**Host consultations with arts and culture organizations to identify opportunities and challenges in order to inform priority setting and strategy development by CNV, DNV and NVRC**

- In 2023, a series of meetings will be hosted by NVRC with key arts and culture organizations to understand the needs, opportunities and gaps in the arts and culture sector on the North Shore. This will inform the direction for a future arts and culture strategy. NVRC is positioned to lead a long-term arts and culture strategy for both reflecting community need, demographic and participation projections, and the strength and contribution of many arts organization on the North Shore. Part of the plan would include a prioritization framework to support decision-making.

**Enhance role in outdoor recreation and culture including service and program delivery, and encouraging residents to get out in nature**

- Numerous outdoor arts, fitness and play programs have been offered for the summer months and are now part of the normal service offerings. Activation of parks and plazas occurs through collaboration with City and District staff in order to provide opportunities for people to connect, explore and create.

**Develop a sports strategy through engagement of the sport community, assessment of needs and identification of best practices**

- A new position was initially included in the 2022 operating budget to help lead this project but was not included in the final budget submission. Capacity and expertise required to plan and complete this work is currently being assessed.

## Expand effectiveness through collaboration

### **Collaborate with DNV and CNV on park planning and activation**

- Staff have regular conversations with CNV and DNV on needs and opportunities. There is regular communication on a variety of topics (such as fields, fieldhouses, courts, park use, picnic shelters) to ensure the best use of outdoor amenities.

### **Strengthen relationships with key partners in arts, culture, recreation and community services to ensure role clarity and to maximize collaborative efforts aligned with NVRC's mandate and vision**

#### ***Arts and culture:***

- A Letter of Intent was signed between North Van Arts and NVRC to make commitments to collaborate at a strategic level to plan and deliver services to the community, reduce overlaps and address gaps. The first annual strategic planning session is scheduled for fall 2022.
  - Programming staff from both NVRC and North Van Arts meet regularly to share detailed information on programming learnings, new programming ideas and the opportunities to share resources (instructors, marketing, etc.).
- NVRC hosts monthly roundtable meetings for arts organizations and individuals on the North Shore to share information and best practices. NVRC also supports the success of local arts organizations and artists by offering capacity-building workshops.
  - As part of the grants program, NVRC provides guidance on funding sources, collaboration opportunities and other resources (Alliance for Arts and Culture, Volunteer BC, Impact North Shore, etc.)

#### ***Recreation and community services:***

- NVRC works closely with service partners (Capilano Community Services Society, North Shore Neighbourhood House, North Vancouver District Public Library, Parkgate Society) to collaborate on services to meet community need and leverage each other's expertise and community reach.
- NVRC is offering after-school programs for Squamish Nation from fall 2022 to June 2023.
- NVRC and Tsleil-Watuth Nation staff are working together to coordinate activities in NVRC spaces for the Nation's children camps and youth services, specific safety programs (such as babysitting and water safety canoe programs), and access to pools, climbing wall, sport, fitness, and pottery.
- NVRC also works with other organizations such as Sport Advisory Council, Canlan and Lynn Valley Services Society to maximize sport and recreation opportunities.

## Enhance understanding of the scope and impacts of services

### Build on scope and reach of community stories to highlight arts & culture, outdoor recreation, services to vulnerable populations and other priority messages

- The Communications Officer is using internal and external storytelling to highlight the work of NVRC staff and volunteers, support recruitment and retention, and generate positive external stories and media coverage of NVRC initiatives.
- The installation of a new public art piece, *Corvus*, was supported by a North Shore News media story that highlighted NVRC's role in public art in North Vancouver: <https://www.nsnews.com/local-news/new-interactive-public-art-takes-flight-in-rey-sargent-park-5386635>. *Corvus*, an interactive sculpture created by Vancouver-based artists Cheryl Hamilton and Michael Vandermeer, is a play on the Praxinoscope, a Victorian novelty that pre-dated motion picture films. When the disk crank at its base is turned, the 12 black aluminum ravens at the top of the sculpture swirl around, giving the illusion of a single raven in flight in the mirrored crown.
- A new screen has been installed at the entrance of Harry Jerome CRC (HJCRC) to provide updates on construction and highlight the features of the new HJCRC. NVRC is also creating a “We’re still open” campaign related to the existing HJCRC and Centennial Theatre.