



Meeting of the North Vancouver Recreation & Culture Commission

Thursday, March 30, 2017, 6:30 pm

Oak Room – Delbrook Community Centre
600 West Queens Road, North Vancouver

MEETING MINUTES

Attendees: Commissioner Doug Green
Commissioner Cheryl Leia
Commissioner Rod Clark
Commissioner Lisa Muri
Commissioner Allison Rzen
Commissioner David Porter
Commissioner Darren Woodworth
Commissioner Franci Stratton

Staff: Heather Turner, Director of Recreation & Culture
Cathy Matheson, Manager, Marketing & Administration Services
Jennifer Wilson, Manager, Recreation & Culture Services
Gary Houg, Manager, Maintenance & Engineering Services
John Rice, Cultural Services Officer
Karen Bickford, Financial Controller
Trish Holme, Community Recreation Coordinator, Capilano Area
Veronica Labrosse, Executive Assistant

Regrets: Commissioner James Heth
Commissioner Mathew Bond
Commissioner Holly Back

I. Call to Order

Chair Green called the meeting to order at 6:32 pm.

II. Approval of the Agenda

Moved by Commissioner Leia; **seconded** by Commissioner Porter

THAT the meeting agenda be adopted as circulated.

Carried

III. Adoption of the Minutes of the Last Meeting

Moved by Commissioner Rzen; **seconded** by Commission Clark

THAT the minutes of the meeting of January 19, 2017 be adopted.

Carried

IV. Director's Report

Director Turner introduced Jennifer Wilson, the new Manager of Recreation & Culture Services.

Director Turner highlighted items in the report and provided updates.

V. Items for Information

a) New Delbrook Community Recreation Centre Update

Director Turner introduced Trish Holme, Community Recreation Coordinator, Capilano Area, who was present at the meeting to provide Commissioners with an update on the transition of services. T. Holme presented her information and thanked Joyce Parkin who laid the foundation for this transition.

Gary Houg, Manager, Maintenance & Engineering Services, provided an update on staff groups currently present in the building and the moving schedule for additional staff groups.

Director Turner provided additional details on the moving schedule and commended the IT department as they have been working steadily on setting up the equipment and preparing the Administration office spaces.

Director Turner spoke of the Commissioner tour of the new facility to be scheduled.

b) Recreation Facility Planning Updates

G. Houg presented his report.

Commissioner Clark spoke of the upcoming Council Meetings regarding the new Harry Jerome Community Recreation Centre.

VI. Items for Discussion/Decision

a) Approval of New Policies and Amendments (Policy & Planning Committee Report)

Chair Green provided information on the Policy & Planning Committee Meeting held March 14, 2017 in Vice-Chair Heth's absence, and spoke to his strength as Committee Chair.

Director Turner reviewed the report and asked Cathy Matheson, Manager, Marketing & Administration Services, to provide background information on the amendments and new policy rationales.

Moved by Commissioner Leia; **seconded** by Commission Stratton

THAT the Commission approve the following new policies and amendments as reviewed and recommended by the Policy & Planning Committee:

- Policy 118 – Corporate Social Media (New)
- Policy 120 – Branding, Trademark and Visual Identity (New)
- Policy 100 – Media Device Use in Facilities (Amended)
- Policy 111 – Conflict of Interest (Amended)

Carried

b) 2017 Arts & Culture Grants: Operating Assistance

Chair Green introduced the report.

John Rice, Cultural Services Officer, provided information on the number of years funding has been received by certain groups, as outlined in the summary attachment.

Following questions from Commissioners, Director Turner and J. Rice provided information on the request from BC Photography & Media Arts Society (Presentation House Gallery).

Director Turner spoke to the reporting requirements and further discussion was held.

Director Turner thanked and Commissioner Leia, who is the new Commission representative on the Arts & Culture Grant Review Committee.

Moved by Commissioner Stratton; **seconded** by Commissioner Porter

THAT the Commission approve payment of grants totalling \$575,000 to support the operations and programming activities of six organizations as outlined in this report.

Carried

VII. Committee and Liaison Reports

a) School District #44 – Commissioner Franci Stratton

Commissioner Stratton provided a verbal report and answered questions from Commissioners.

Following requests for additional information on the outdoor academy, Commissioner Stratton stated that she will forward details.

VIII. Other Business

- a) Chair Green spoke to his and Commissioner Porter's attendance at the North Shore Sport Awards. Chair Green commented on Darcie Montgomery's excellent work and encouraged Commissioners to attend the event in future.
- b) Director Turner mentioned that the North Vancouver Sport and Recreation Council have made a request to appear before the Commissioner to share their needs assessment. She added that this falls within the Commission's role to provide recommendations to Councils on these matters.

IX. Next Meeting

The date of the next meeting is to be determined. The Executive Assistant will canvass Commissioners on their availability and the date will be confirmed shortly.

X. Adjournment

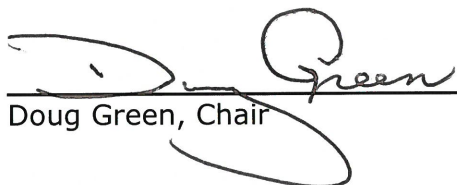
Moved by Commissioner Leia; **seconded** by Commissioner Muri

THAT the meeting be adjourned at 7:50 pm.


Carried

Approved:

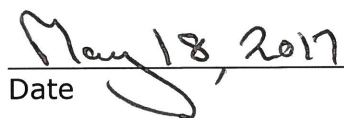
Recorded by:



Doug Green, Chair



Veronica Labrosse, Executive Assistant



Date