



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

**Thursday, November 16, 2017, 7:00 pm**

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

**MEETING MINUTES**

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Attendees: Commissioner Doug Green  
Commissioner James Heth  
Commissioner Cheryl Leia  
Commissioner Rod Clark  
Commissioner Mathew Bond  
Commissioner Darren Woodworth  
Commissioner Franci Stratton

Staff: Heather Turner, Director of Recreation & Culture  
Jennifer Wilson, Manager, Recreation & Culture Services  
Cathy Matheson, Manager, Support Services  
Gary Houg, Manager, Maintenance & Engineering Services  
Karen Bickford, Finance Section Manager  
Janet Wallace, Community Recreation Coordinator  
Veronica Labrosse, Executive Assistant

Regrets: Commissioner Holly Back  
Commissioner Lisa Muri  
Commissioner Allison Rzen  
Commissioner David Porter

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**I. Call to Order**

Chair Green called the meeting to order at 7:00 pm.

**II. Approval of the Agenda**

**Moved** by Commissioner Stratton; **seconded** by Commissioner Clark

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

**Carried**

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

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

**THAT** the minutes of the meeting of September 21, 2017 be adopted.

**Carried**

**IV. Director's Report**

Director Turner highlighted items in the report.

**V. Items for Information**

a) Recreation Facility Planning Updates

Director Turner spoke to the report, provided an update on the proposed new Harry Jerome Community Recreation Centre and answered questions from the Commissioners.

**VI. Items for Discussion/Decision**

a) City of North Vancouver Leased Space at the John Braithwaite Community Centre

Director Turner spoke to the report and answered questions from the Commissioners.

**Moved** by Commissioner Stratton; **seconded** by Commissioner Woodworth

**THAT** the Commission recommend to the City that space previously leased by Vancouver Coastal Health be designated for recreation & culture program space.

**Carried**

b) Sport and Recreation Travel Grant Applications

**Moved** by Commissioner Clark; **seconded** by Commissioner Bond

**THAT** the Commission approve a Sport and Recreation Travel Grant in the amount of \$200 each for Michael O'Flynn, Ole Heath, Lucas Booth and Matthew Harland in support of their participation in the Canada Soccer Toyota National Championships.

**Carried**

c) Capital Plan 2018 and Capital Financial Model 2018-2027

**Moved** by Commissioner Bond; **seconded** by Commissioner Woodworth

1. **THAT** the NVRC-City Capital Plan 2018 Funding Requests, in the amount of \$1,056,660, be approved by the Commission and recommended to City Council for approval (Appendix A);

2. **THAT** the NVRC-District Capital Plan 2018 Funding Requests, in the amount of \$1,357,340, be approved by the Commission and recommended to District Council for approval (Appendix B);
3. **THAT** the NVRC-City Capital Financial Model 2018-2027 be endorsed and forwarded to the City of North Vancouver for financial planning purposes (Appendix C); and
4. **THAT** the NVRC-District Capital Financial Model 2018-2027 be endorsed and forwarded to the District of North Vancouver for financial planning purposes (Appendix D).

**Carried**

d) 2018 Provisional Operating Budget Submission

**Moved** by Commissioner Heth; **seconded** by Commissioner Woodworth

**THAT** the 2018 Provisional Operating Budget submission (Attachment 1) be approved for submission to the City and District of North Vancouver.

**Carried**

e) Carry-over of 2017 Operating Funds to 2018

Director Turner spoke to the report and answered questions from the Commissioners.

**Moved** by Commissioner Woodworth; **seconded** by Commissioner Stratton

**THAT** the Commission approves \$150,000 of unexpended operating funds be carried over to 2018 in order to accomplish planned initiatives; and that the request be forwarded to the District and City of North Vancouver for their approval.

**Carried**

f) Appointments to the Arts & Culture Grants Review Committee

Director Turner introduced the report and Jennifer Wilson answered questions from the Commissioners as to number of applications received and the Committee's composition. Following a question from Commissioner Stratton, Director Turner provided clarification on the terms of reference and the nomination process.

**Moved** by Commissioner Woodworth; **seconded** by Commissioner Heth

**THAT** the Commission appoint Christina Medland and Freydis Welland to the Arts & Culture Grants Review Committee effective immediately.

**Carried**

## **VII. Committee and Liaison Reports**

### **a) School District #44 – Commissioner Franci Stratton**

Commissioner Stratton provided her report. She additionally thanked Chair Green and Director Turner for their attendance at the Pole Carving event at the Gordon Smith Gallery on November 2.

## **VIII. Other Business**

Following a question from Commissioner Woodworth, Director Turner provided clarification on Commissioner terms. Three current District citizen representatives have their terms coming to an end. The three City citizen representatives are eligible for reappointment.

## **IX. Next Meeting**

The Commission Holiday Reception will be held **Thursday, December 7 at 5:30 pm.**

## **X. Adjournment**

**Moved** by Commissioner Woodworth; **seconded** by Commissioner Stratton

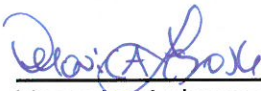
**THAT** the meeting be adjourned at 7:23 pm.

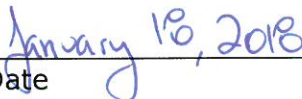
**Carried**

**Approved:**

**Recorded by:**

  
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Doug Green, Chair

  
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Veronica Labrosse, Executive Assistant

  
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Date