



Virtual Meeting of the North Vancouver Recreation & Culture Commission

Thursday, November 19, 2020, 6:30 pm

MEETING MINUTES

Attendees: Commissioner David Porter
Commissioner Franci Stratton
Commissioner Holly Back
Commissioner Megan Curren
Commissioner Cyndi Gerlach
Commissioner Angela Girard
Commissioner Colleen Gray-Hewett
Commissioner Cheryl Leia
Commissioner Lisa Muri
Commissioner Bernice Timmer

Staff: Heather Turner, Director of Recreation & Culture
Jennifer Wilson, Manager, Recreation & Culture Services
Gary Houg, Manager, Maintenance & Engineering
Howard Kiang, Assistant Manager, Maintenance & Engineering Services
Karen Bickford, Finance Section Manager
Jennifer Wu, Accounting & Budget Officer
Veronica Labrosse, Executive Assistant

Regrets: Commissioner Brian Lynch

I. Call to Order

Chair Porter called the meeting to order at 6:22 pm (no public in attendance at the virtual meeting and there was quorum).

II. Approval of the Agenda

Moved by Commissioner Timmer; **seconded** by Commissioner Stratton

THAT the meeting agenda be approved as circulated.

Carried

III. Adoption of the Minutes of the Last Meeting

Moved by Commissioner Timmer; **seconded** by Commissioner

THAT the minutes of the September 24, 2020 meeting be adopted.

Carried

IV. Director's Report

Director Turner highlighted items in the report, and specified that the Delbrook pool opening date was October 13. She provided an addendum to the report regarding the retirement of the Playcard Advertising Program.

Director Turner spoke to the impacts of the recent Provincial Health Orders on programs and services given the new restrictions. She answered questions from Commissioners on potential COVID-19 exposures, contact-tracing and communication protocols.

V. Items for Discussion/Decision

i. Arts & Culture Grants Committee Appointment

Moved by Commissioner Muri; **seconded** by Commissioner Timmer

THAT the Commission appoint Sarah Wang to the Arts & Culture Grants Review Committee effective immediately.

Carried

ii. Residents-first Program Registration

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

THAT the Commission authorize the Director of Recreation & Culture to implement a residents-first registration process for programs and services, as required.

Carried

iii. Disclosure of Related Party Transactions

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

THAT the Commission receive this report and the attached declaration form requiring disclosure of Related Party Transactions.

Carried

iv. Reports from the Finance Committee of the Whole:

a) Financial Update

Moved by Commissioner Timmer; **seconded** by Commissioner Gray-Hewitt

THAT this report be received for information.

Carried

b) 2021 Provisional Operating Budget Submission

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

THAT the 2021 Provisional Operating Budget be approved for submission to the City and District of North Vancouver.

Carried

c) Capital Plan 2021 and Capital Financial Model 2021-2030

Moved by Commissioner Timmer; **seconded** by Commissioner

THAT the NVRC-City Capital Plan 2021 Funding Requests, in the amount of \$944,822, be approved by the Commission and recommended to City Council for approval (Appendix A);

THAT the NVRC-District Capital Plan 2021 Funding Requests, in the amount of \$1,518,000, be approved by the Commission and recommended to District Council for approval (Appendix B);

THAT the NVRC-City Capital Financial Model 2021-2030 be approved by the Commission and recommended to City Council for approval (Appendix C); and

THAT the NVRC-District Capital Financial Model 2021-2030 be approved by the Commission and recommended to District Council for approval (Appendix D).

Carried

d) 2021 Fees and Charges – Amendments and Update

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

THAT the Commission approve a 2% increase to single public admission rates for arenas and pools effective January 1, 2021.

Carried

v. Reports from the Policy & Planning Committee:

a) New Policy – Electronic Monitoring in Facilities

Chair Porter asked Committee Chair Timmer to speak to the report.

Moved by Commissioner Girard; **seconded** by Commissioner Curren

THAT the Commission approve the Electronic Monitoring in Facilities policy as recommended by the Policy & Planning Committee.

Carried

b) Revised 2021 Priorities/Service Plan

Committee Chair Timmer reviewed the final edits.

Moved by Commissioner Gray-Hewitt; **seconded** by Commissioner Leia

THAT the Commission approve the revised 2021 Priorities/Service Plan as recommended by the Policy & Planning Committee.

Carried

c) Strategic Plan Renewal Process

Director Turner presented an update following the discussion at the Committee meeting.

The first step of the process will be to provide background material including demographics, bylaws, needs assessment, and other related materials to the current Commission and to ask departing Commissioners for their input via a questionnaire.

Director Turner advised that the overall renewal process will take place in 2021 with the new Commissioners.

vi. Report from the Parkgate Partnership Committee:

a) 2020-2025 Agreement Update

Chair Porter informed the Commission that a revised agreement is close to being finalized by the Committee. Director Turner advised that if the parties agree to the revisions, the agreement could be circulated to the Commissioners electronically for approval before the end of December.

VI. Other Business

a) December 3 Virtual Commission Reception

Director Turner provided details on the informal program.

VII. Next Meeting

The first Commission Meeting date of 2021 is to be determined.

VIII. Adjournment

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

THAT the meeting be adjourned at 7:13 pm.

Carried

Approved:

Recorded by:

David Porter, Chair

Veronica Labrosse, Executive Assistant

Date

Adopted/Unsigned