



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

**Thursday, September 15, 2016, 7:00 pm**

**Oak Room - Delbrook Community Recreation Centre  
600 West Queens Road, North Vancouver**

**MEETING MINUTES**

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Attendees: Commissioner Doug Green  
Commissioner James Heth  
Commissioner Holly Back  
Commissioner Darren Woodworth  
Commissioner Cheryl Leia (arrived at 7:20 pm)  
Commissioner Lisa Muri  
Commissioner Franci Stratton  
Commissioner David Porter

Staff: Heather Turner, Director of Recreation & Culture  
Leslie June, Manager, Recreation & Culture Services  
Cathy Matheson, Manager, Marketing & Administration Services  
Gary Houg, Manager, Maintenance & Engineering Services  
Veronica Labrosse, Executive Assistant

Regrets: Commissioner Allison Rzen  
Commissioner Mathew Bond  
Commissioner Rod Clark

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**I. Call to Order**

Chair Green called the meeting to order at 7:03 pm.

**II. Approval of the Agenda**

**Moved** by Commissioner Muri; **seconded** by Commissioner Porter

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

**Carried**

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

**Moved** by Commissioner Stratton; **seconded** by Commissioner Muri

**THAT** the minutes of the meeting of June 16, 2016, be adopted.

**Carried**

### **IV. Presentation on NVRC's New Website**

Cathy Matheson introduced Preston Corrigan (IT Section Manager) and Jeremy Neill (Marketing Specialist).

J. Neill made a presentation and invited Commissioner feedback and questions.

Chair Green asked if NVRC can track what language people use on the website. J. Neill answered that he will check and report back.

P. Corrigan presented information on process mapping and customer service enhancements.

Commissioner Stratton asked about a link on NVRC's website to School Board facilities since they also have facility bookings and gym rentals. Director Turner replied that conversations will be held around booking systems in the future, though in the meantime, exploration into linking will occur.

C. Matheson added that a communication plan to partners will be implemented in October.

P. Corrigan added that a firm will be selected in late October/early November for the provision of new parks and recreation management software.

Chair Green requested that the Commissioners visit the new website prior to November 17 and be prepared to provide comments.

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

Director Turner highlighted a few items in the report. Cathy Matheson presented an update on participation data, as requested by the Chair. Director Turner and C. Matheson answered questions from Commissioners.

### **VI. Items for Information**

#### **a) Recreation Facility Planning Updates**

Gary Houg reviewed his report and answered questions from Commissioners. Director Turner stated that a tour of the new Delbrook Community Recreation Centre will be offered to Commissioners as soon as it is feasible.

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

- a) Sport and Recreation Travel Grant Applications

**Moved** by Commissioner Muri; **seconded** by Commissioner Porter

**THAT** the Commission recommends that North Vancouver District Council supports the achievements of District of North Vancouver residents Stefan Biro, Charlie Dannatt, James Elson, Dakota McGovern, Brendan Artley, Anna Parsakish and Camryn Yuen by awarding Sport and Recreation Travel Grants of \$200 for each participant, and the U16 Mountain United Football Club by awarding a Sport and Recreation Travel Grant of \$1,000.

**THAT** the Commission recommends that North Vancouver City Council supports the achievements of City of North Vancouver residents Caleigh O'Flaherty and Mackenzie Riddell by awarding Sport and Recreation Travel Grants of \$200 for each participant, and Kristin Schulz by awarding two Sport and Recreation Travel Grants of \$200.

**Carried**

## **VIII. Committee and Liaison Reports**

- a) Parkgate Partnership Committee

Commissioner Heth provided the report in Commissioner Rzen's absence. A preparatory meeting was held August 31 in anticipation of the committee meeting September 29. Director Turner added that the new partnering agreement will likely be presented at the November Commission Meeting.

- b) School District #44 – Commissioner Stratton

Commissioner Stratton reported on several capital projects.

## **IX. Other Business**

None.

## **X. Next Meeting**

The Finance Committee of the Whole Meeting is scheduled for **Thursday, November 3, 2016, 7:00 pm.**

The next Commission Meeting will be held **Thursday, November 17, 2016, 7:00 pm** with the potential of a closed meeting beforehand.

**XI. Adjournment**


**Moved** by Commissioner Muri; **seconded** by Commissioner Porter

**THAT** the meeting be adjourned at 8:39 pm.

**Carried**

**Approved:**

**Recorded by:**

  
\_\_\_\_\_  
Doug Green, Chair  
\_\_\_\_\_  
Veronica Labrosse, Executive Assistant

November 18, 2016  
\_\_\_\_\_  
Date