

Parks, Recreation & Culture Advisory Committee  
Agenda for Meeting to be held on  
Wednesday, March 16<sup>th</sup>, 2022 at 7:00pm via ZOOM and  
Frank Jameson Community Centre at 810 – 6th Street

---

*The goal of the Parks, Recreation and Culture Advisory Committee is to provide advice and recommendations to Council regarding the establishment and implementation of Parks, Recreation and Culture priorities in the Town of Ladysmith.*

---

**1. Call to Order and Acknowledgement**

The Town of Ladysmith acknowledges with gratitude that this meeting takes place on the traditional, unceded territory of the Stz'uminus First Nation.

1.1 Residents are encouraged to “virtually” attend the meeting. The zoom link will be sent to you when you register for the meeting by emailing [kccheang@ladysmith.ca](mailto:kccheang@ladysmith.ca).

For those unable to participate by electronic means, the meeting will be broadcast in the Meeting Room at Frank Jameson Community Centre at 810 – 6th Street. Participation will be managed electronically via Zoom, operated from the Meeting Room. Masks are mandatory and seating is limited.

**2. Agenda Approval**

**3. Minutes**

- a) Minutes of the meeting held February 16<sup>th</sup>, 2022
- b) Minutes of the special meeting held March 7<sup>th</sup>, 2022

**4. New Business**

- a) Stz'uminus Elder
  - Elder George Harris Speaker
  - Q & A
- b) PRC Department Update (for information)

**5. Old Business**

- a) Items postpone until April
  - Park Implementation Plan Draft of the survey

- Review PATG Draft Guidelines
  - Commentaries of the Toolkit #1 - Acquisition of Public Art and Toolkit #3 - Deaccession of Public Art guidelines.

## 6. Questions

## 7. Adjournment

**Minutes of the Parks, Recreation & Culture Advisory Committee  
Wednesday, February 16, 2022 at 7:00pm via ZOOM and  
Frank Jameson Community Centre, 810 6<sup>th</sup> Avenue**

---

**COMMITTEE MEMBERS PRESENT:**

Tim Richards, Chair	Geoff Dean
Councilor Duck Paterson	Emily Weeks
Lesley Lorenz	Lynda Baker
Jacqueline Huard	Lucy Partington

**STAFF PRESENT:**

Chris Barfoot, Lead  
Kim Cheang

**REGRETS:**

Bruce Mason  
Kelly Daniels

---

The meeting was called to order at 7:04pm.

**CALL TO ORDER AND  
ACKNOWLEDGEMENT**

The Chair acknowledged with gratitude that this meeting takes place on the traditional, unceded territory of the Stz'uminus First Nation.

**AGENDA**

2022-01:

That the Parks, Recreation & Culture Advisory Committee approve the agenda for the meeting as presented.

*Motion carried.*

**MINUTES**

2022-02:

That the Parks, Recreation & Culture Advisory Committee approve the minutes of the December 15, 2021 meeting as presented.

*Motion Carried*

**NEW BUSINESS**

Glenn Popenko Presentation

Glen Popenko, Ladysmith Minor Softball Association Umpire Coordinator, made a presentation to the Committee outlining how the Town could help local sports associations attract and keep officials like referees, umpires and other positions. His suggestions included using the Town website and Activity Guide to promote volunteerism, providing a list of all associations in town with contact numbers, and allowing access to the washroom in Aggie Hall during sporting events.

The Committee suggested that Mr. Popenko, contact the Chamber of Commerce for volunteer organization's information. They also advised accessing educational programs to recruit volunteers and working with the Chronicle or Take Five to feature a local volunteer.

### Review PATG Draft Toolkit Guidelines

L. Baker provided an overview of Guidelines for Toolkit #1 – Acquisition of Public Art and Toolkit #3 – Deaccession of Public Art.

Add to agenda item for next meeting commentaries of the Toolkit # 1 and 3 guidelines.

### Community Banner Update

There have been challenges with navigating the timeline and production of banners to have them installed by late April to early May. A special electronic meeting will be arranged in early March to review the recommendation from PATG.

## **OLD BUSINESS**

### Park Implementation Plan Items Postponed until March

M. Gregory to provide a draft survey to bring back to the Committee based on comments and emerging themes from discussions.

The committee will invite Stz'uminus First Nation Elders to attend for an open discussion on importance of open space in Ladysmith.

L. Lorenz will look into coordinating a facilitator to review protocol with the Committee prior to the visit from the Elders.

## **PRC DEPARTMENT UPDATE**

### PRC Department Update

C. Barfoot provided an update regarding the following:

- Programs
- Facility Projects

## **NEXT MEETING**

Next meeting will be held at 7:00pm, March 16, 2022 via ZOOM and at Frank Jameson Community Centre.

## **ADJOURNMENT**

2022-03:

That the committee adjourn this meeting at 8:38pm.

*Motion carried*

**Special Meeting**  
**Minutes of the Parks, Recreation & Culture Advisory Committee**  
**Monday, March 7, 2022 at 7:00pm via ZOOM**

---

**COMMITTEE MEMBERS PRESENT:**

Tim Richards, Chair	Geoff Dean
Councilor Duck	Emily Weeks
Paterson	Lynda Baker
Lesley Lorenz	Lucy Partington

Bruce Mason  
Kelly Daniels

**STAFF PRESENT:**

Chris Barfoot, Lead  
Kim Cheang

**REGRETS:**

Jacqueline Huard

---

The meeting was called to order at 7:03pm.

**CALL TO ORDER AND  
ACKNOWLEDGEMENT**

The Chair acknowledged with gratitude that this meeting takes place on the traditional, unceded territory of the Stz'uminus First Nation.

**AGENDA**

2022-04:

That the Parks, Recreation & Culture Advisory Committee approve the agenda for the meeting as presented.

*Motion carried.*

**NEW BUSINESS**

Review Public Art Banners Selection

2022-05:

**RECOMMENDATION:**

That the Parks, Recreation and Culture Advisory Committee endorse the recommendations of the Public Arts Banners Selection Committee and recommend that Council:

1. Approve production of the following banners for the 2022 Community Banner Program:
  - I. Hummingbird Season - (Artist Jason Harris)
  - II. Sea Searching (Otter) - (Artist Jason Harris)

*Motion carried.*

**NEXT MEETING**

Next meeting will be held at 7:00pm, March 16, 2022 via ZOOM and at Frank Jameson Community Centre.

**ADJOURNMENT**

2022-06:

That the committee adjourn this meeting at 7:27pm.

*Motion carried.*

## PRC Department Updates

### ADMINISTRATION SUMMARY

February Drop-In patrons were 606 and Membership scan were 3,052 to the facility.

The 2022 Spring Activity Guide is now available with registration started Monday, March 7. Printed copies are available at FJCC and locations throughout Ladysmith.

### PROGRAM AREA SUMMARY

#### HEALTH & WELLNESS

Registration and participation numbers continue to increase for program areas of health and wellness. Fitness centre staff continue to receive a lot of positive feedback from the community and participants about the variety of program offerings and the ability to no longer need to register to attend the Fitness Centre.

#### AQUATICS

Demand and requests for aquatic and swim programs continue to remain high, in addition to pool rental bookings.

#### RECREATION - PRESCHOOL/CHILDREN/YOUTH

The Youth Zone Pre-Teen Program continued in February at over 100% capacity. We have added additional spots to accommodate more preteen participation.

Youth Zone continued in February on Fridays from 6 – 8 p.m. with approximately 14-20 youth in attendance every Friday. The Rec Room is open at lunch on Tuesdays – participation numbers continue to increase.

#### GENERAL RECREATION & SPORT

Many General Recreation - Adult programs in January and February were canceled due to low registration, presumably in part due to Omicron and changes to PHO. These programs included Spanish and French language classes, meditation and a few arts and craft classes.

Many Sport – Adult programs continue to see an increase in participation. These programs include outdoor soccer at Forrest Field, indoor soccer at FJCC, and pickleball at FJCC. Staff are currently investigating program options for drop-in indoor volleyball and badminton at FJCC.

### SPECIAL EVENTS

On Monday, February 21, we hosted two free Family Day Swims and Gym activities at the FJCC. Session #1 was from 12:00-1:30pm and session #2 was from 2:00-3:30pm. Special family-oriented activities and games were facilitated in the pools and gymnasium, with a focus on family, inclusivity, physical activity and physical literacy. Healthy to-go snacks were provided at the end of the event. The Town received a \$1,000 grant from BCRPA to offset the costs to host this event.

## PROGRAM AREA PROJECTS

### NEW HORIZONS FOR SENIORS

Staff continue to plan and implement the four programs under the umbrella of the New Horizons for Seniors grant project. The four programs include: Cooking with Tradition, It's not Right, Dig It! Gardening Program and Gentle Minds and Motion. All project activities will be wrapped up by the end of March.



Cooking with Tradition participants

### STORYBOOK WALK

The Town and LRCA have signed a MOU to continue the Storybook Walk project at Brown Drive Park. Books will be switched out every two weeks. PRC Program staff continue to be very involved in this project through the planning and implementation stages. Look for the new season of stories and physical literacy movement guides starting on April 5.

## FACILITY MAINTENANCE

### Facility Projects

#### Transfer Beach Upgrades

- Transfer Beach Washrooms – Renovations continues to move forward making more and more progress each day.
- Kinsmen and Sportsman Shelters- Renovations are on hold until the new structural recommendation from the engineer come in. The Sportsman shelter will be done once the Kinsmen shelter is completed.
- Canoe Shelter - The renderings for the redesigned canoe shelter has been approved by Stz'uminus. The structural drawings are in the process of being completed

## **LAFF Shelter**

- The shelter that will be built in the Aggie Hall Park has now started. The LAFF shelter used the same design as the shelter at Transfer Beach that our TOL staff built 5 years ago.

## **Waste Water Treatment Plant**

- Roof repairs and partial replacement of the spirogester building will be completed this week.

## **Major Repairs (What has impacts to the community)**

- Main VFD drive (pump) failed at FJCC and we had to close the main pool down for 2 days until the parts arrived.

## **Items to Highlight or acknowledge**

- We have implemented a new work alone service. It is an app based service called OK Alone. It has many safety features that will help our staff who may work alone to be monitored during that time.