

**Minutes of the Parks, Recreation & Culture Advisory Committee  
Wednesday, October 15, 2025 at 7:00pm  
Frank Jameson Community Centre**

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**COMMITTEE MEMBERS PRESENT:**

Gordon Filewych  
Jacqueline Huard  
Mitchel Lowe

Dave Mack  
Bruce Mason  
Jane Nettleton

**STAFF PRESENT:**

Chris Barfoot, Lead  
Kim Cheang, Minute Taker

**REGRETS:**

Colleen Butcher  
Terri Merritt-Worden

Pamela Walker  
Councillor Jeff Virtanen

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**CALL TO ORDER AND  
ACKNOWLEDGEMENT**

C. Barfoot called the meeting to order at 7:02pm and acknowledged with gratitude that the meeting was taking place on the unceded territory of the Stz'uminus First Nation.

**AGENDA**

2025-15:  
That the Parks, Recreation & Culture Advisory Committee approve the agenda for the meeting as presented.  
*Motion Carried.*

**MINUTES**

2025-16:  
That the Parks, Recreation & Culture Advisory Committee approve the minutes of the September 17, 2025 meeting as presented.  
*Motion Carried*

**NEW BUSINESS**

Invitation for Sport Tourism Grant Sub-Committee (STEGS)

- C. Barfoot provided an overview of the Sport Tourism Event Grant Sub-Committee (STEGS)

2025-17:  
That the Parks, Recreation & Culture Advisory Committee appoint J. Nettleton as the representative for the Sport Tourism Event Grant Sub-Committee.  
*Motion Carried*

Machine Shop

- C. Barfoot reported on the construction progress of the Machine Shop, referencing updates available on the Let's Talk Ladysmith website.

Kay Grouhel Project - Update

- C. Barfoot confirmed the Kay Grouhel project is complete, including the naming of the pavilion and installation of historical panels featuring a poem, photos, and biography. The unveiling ceremony took place on

October 2, attended by the Grouhel family, the Mayor, and members of Council.

Trail and Corridor

- A Committee member reported significant activity near Rutti Park and along Russell Road corridors, with increased foot and bicycle traffic observed. Staff will investigate and coordinate trail alignment to accommodate this usage.

Waterfront Area Plan

- Staff will present the Waterfront Area Plan at the next meeting for further discussion, focusing on waterfront access, a continuous seawall/walkway to Transfer Beach, and connections to town corridors and the incorporation of native plants.

Queen's Park Concerns

- Queen's Park was noted as inaccessible due to steep steps and underutilized, with neighbors reporting minimal usage. A proposal was raised to reallocate funds to acquire more accessible and usable green space for community use.

**OLD BUSINESS**

Elect Chair and Co-Chair

2025-18:

That the Parks, Recreation & Culture Advisory Committee appoint J. Nettleton as Chair and B. Mason as Co-Chair.

*Motion Carried.*

**NEXT MEETING**

7:00pm on Wednesday, November 19, 2025 at FJCC.

**ADJOURNMENT**

2025-19:

That the Parks, Recreation & Culture Advisory Committee adjourns this meeting at 8:05pm.

*Motion Carried*