

Parks, Recreation & Culture Advisory Committee
Agenda for Meeting to be held on
Wednesday, May 20th, 2026 at 7:00pm
Frank Jameson Community Centre at 810 6th Avenue

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 unceded territory of the Stz'uminus First Nation.

2. Agenda Approval

3. Minutes

a) Minutes of the meeting held November 19th, 2025

4. New Business

a) Invitation for Sport Tourism Grant Sub-Committee (STEGS)

5. Old Business

a) Rutti Park Implementation Plan Review

6. Adjournment

7. Next Meeting – June 17th at 7:00pm

**Minutes of the Parks, Recreation & Culture Advisory Committee
Wednesday, November 19, 2025 at 7:00pm
Frank Jameson Community Centre**

COMMITTEE MEMBERS PRESENT:

Colleen Butcher
Jacqueline Huard
Mitchel Lowe
Dave Mack

Bruce Mason
Terri Merritt-Worden
Jane Nettleton (Chair)
Councillor Duck Paterson

STAFF PRESENT:

Chris Barfoot, Lead
Kim Cheang, Minute Taker

REGRETS:

Gordon Filewych
Councillor Jeff Virtanen

**CALL TO ORDER AND
ACKNOWLEDGEMENT**

The Chair called the meeting to order at 7:04pm and acknowledged with gratitude that the meeting was taking place on the unceded territory of the Stz'uminus First Nation.

AGENDA

2025-20:
That the Parks, Recreation & Culture Advisory Committee approve the agenda for the meeting as presented.
Motion Carried.

MINUTES

2025-21:
That the Parks, Recreation & Culture Advisory Committee approve the minutes of the October 15, 2025 meeting as amended.
Motion Carried

NEW BUSINESS

Waterfront Area Plan

- The Committee reviewed Waterfront Area Plan map and discussed opportunities to enhance the waterfront area, with a focus on creating a continuous walkway and trail network. Key points included:
 - Initiate discussions with neighbouring entities (particularly Stz'uminus First Nation, which controls portions of the waterfront) regarding a potential walkway connection and any required legal processes (e.g., injunctions, agreements, or permissions).
 - Note environmental and regulatory restrictions on foreshore development; any new walkway along water would need to be located above the high-water mark.
 - Plan for a ridge trail network on the upland areas, incorporating lookouts, gathering spaces, a trail connection from the town down to the waterfront, wayfinding signage, emergency exit routes, use of ICF for loop trail options, improved signage directing users to the tunnel, and the incorporation of native plantings.

OLD BUSINESS

Rutti Park Implementation Plan

Committee members provided feedback on park amenities by ranking their priorities (1–4, with 1 being the highest). The exercise built on previously collected public feedback and will help inform potential development phasing. The consolidated ranking results were as follows:

1. Drainage
2. Dog Area / Benches
3. Children's Play Area
4. Split-Rail Fencing
5. Trail Surface / Benches
6. Water Fountain
7. Educational Signage

Additionally, one Committee member proposed relocating the planned dog park from Rutti Park to Harbourview Park. The rationale was that Harbourview Park is currently underutilized and moving the dog park would better separate dog activity from a future children's play area in Rutti Park. No changes to the Rutti Park Plan were recommended.

PRC UPDATES

- C. Barfoot provided an update on Parks, Recreation & Culture activities and projects.
- A printed copy of the update was included in the agenda package for member's reference.

NEXT MEETING

7:00pm on Wednesday, December 17, 2025 at FJCC.

ADJOURNMENT

2025-22:

That the Parks, Recreation & Culture Advisory Committee adjourns this meeting at 8:20pm.

Motion Carried