



PARKS, RECREATION AND CULTURAL SERVICES  
COMMUNITY WORKING GROUP

Held Thursday May 15, 2003, 5:30 p.m.  
Room M.2.004  
Richmond City Hall

**In Attendance:**

Working Group

Danielle Aldcorn  
Olive Bassett  
Joann Wong Bittle  
Nikki Byres  
Julie Halfnights  
Shawkat Hasan  
Cllr. Bill McNulty

Michael McCoy  
Sharon Meredith  
Vince Miele  
Bob Ransford  
Greg Robertson  
Linda Shirley  
Jim Tanaka  
Kuo Wong

Facilitator

David Roach

Recorder

Mary Lou Phillips

City Staff

Greg Buss  
Cathy Volkering Carlile  
Dave Semple  
Kate Sparrow

**Absent:**

Cllr. Harold Steves  
Jim Lamond

**1.0 Introductions**

Facilitator David Roach introduced himself, explained his role as project lead and outlined his background and qualifications. He gave a brief introduction of the purpose of the group. It was noted that the public is invited to attend these meetings and may appear as a delegation. The minutes of the meetings will be posted on the city website. Each member of the working group was then given an opportunity to provide a brief introduction of their background and their interest in the working group.

City staff introduced themselves and their positions in the city, background, interest in the community and desire to serve the best interests of the community.

## **2.0 Roles and Responsibilities**

Members of the working group were given a few minutes to peruse the terms of reference, after which there was discussion of topics, including

- defining “conflict of interest”
- attendance of delegations at meetings
- submission of final report to Council

It was agreed that CWG decisions will be consensus-based.

Members will take personal accountability with regard to conflict of interest and make decisions based on the interests of all residents of Richmond. The submission of reports to Council through the General Manager, PRCS, is a procedural process and will reflect the opinions or decisions of the working group.

## **3.0 Overview and Orientation**

David Roach invited comments from the group regarding the master plan which was included in background material provided. Questions were raised with regard to time commitment, level of involvement, the master plan and the service delivery model.

The CWG wanted clarification of whether they were to develop a new model or whether they were to shape the existing model. There was a vigorous discussion with input from all members, addressing the concerns and questions arising from the master plan. The group decided that the existing document would be the resource/research framework from which to produce a meaningful alternative.

David Roach pointed out that there is other material that will be introduced at a more logical time. The group requested that in future they would like the information distributed before the meeting so there is time to read the material prior to the meeting.

## **4.0 Richmond’s Quality of Life Sector**

Cathy Volkering Carlile, General Manager, Parks, Recreation & Cultural Services, addressed the group briefly and then made a powerpoint presentation featuring Parks, Recreation & Cultural Services. Following the presentation, Jane Fernyhough, Manager of Heritage & Cultural Services, gave a quick overview of Gateway Theatre for Simon Johnston, who could not attend the meeting due to another commitment. Chief Librarian Greg Buss spoke about the Library and the services it provides to Richmond residents.

## **5.0 Proposed Work Plan & Meeting Schedule**

Key target dates are:

- Future Vision – end of July
- Final Report – end of December
- Workshop – June 6 and 7, 2003

**The next meeting will be held June 19, 2003 at 5:30 p.m.**

**6.0 Summary & Closing**

The group is looking forward to the challenge, creating the vision, sharing the same goal, moving to the next step, having open communication and the opportunity to work with the team to shape the future.

**The meeting adjourned at 8:45 p.m.**

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David Roach, Facilitator

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