Township of Langley

Est. 1873

# RECREATION, CULTURE, AND PARKS ADVISORY COMMITTEE

January 12, 2022 at 7:00pm
Via Zoom

## A G E N D A

**Welcome**

Welcome and Introduction by Council Co-Chair

**Code of Ethics Signing** (pg. 1-6)

*"Code of Ethics, Confidentiality, and Conflict of Interest for Council Members and Appointees"* to be signed and submitted electronically.

Page

### A. APPROVAL AND RECEIPT OF AGENDA ITEMS

**1. Recreation, Culture, and Parks Advisory Committee - January 12, 2022**

Recommendation that Recreation, Culture, and Parks Advisory Committee approve the agenda and receive the agenda items of the January 12, 2022 meeting.

### B. ADOPTION OF MINUTES

7-11 **1. Recreation, Culture, and Parks Advisory Committee – December 8, 2021**

Recommendation that Recreation, Culture, and Parks Advisory Committee adopt the Minutes of the December 8, 2021 meeting.

### C. DELEGATIONS AND PRESENTATIONS

### D. REPORTS

**1. Council Co-Chairperson's Report**

### E. CORRESPONDENCE

12 **1. Email from D. Kask regarding Gateway Project**

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## F. WORK PROGRAM

13-15 **1. 2021 Final Report**

Advisory Committee to review and endorse 2021 Final Report.

16-17 **2. Draft 2022 Work Program**

Taking into consideration the current pandemic, the continual change in Public Health Officer orders and guidelines from other regulatory bodies, the Advisory Committee will discuss the draft 2022 Work Program. Co-chairs shall ask for motion to adopt or motion to defer until February meeting.

**3. Community Liaisons**

a) Langley Outdoor Sports Advisory Group - Meets 5 times per year: Sep, Oct, Nov, Feb, and May.
b) Langley Community Awards Selection Committee – meets prior to Volunteer Appreciation Event to evaluate submitted nominations

Advisory Committee members to consider serving as a Community Liaison on the Langley Outdoor Sports Advisory Group or Langley Community Awards Selection Committee. Appointments to be made at the February meeting.

**4. Museum Advisory Group**

Advisory Committee to appoint a member to be the liaison on the Museum Advisory Group. This groups meets on the 4th Thursday of the month from 7:00-9:00pm, January to June and September to December.

## G. COUNCIL REFERRALS

## H. OTHER BUSINESS AND ITEMS FOR INFORMATION

18 **1. 2022 Meeting Schedule**

**2. 2022 Membership List**

To be distributed via email after approval from committee.

## N. NEXT MEETING

**Date**: February 9, 2022
**Location**: TBD
**Time**: 7:00 pm

Page

**O. TERMINATE**

Township of Langley

Est. 1873

# COUNCIL POLICY

**Subject: Code of Ethics, Conduct, Confidentiality, and Conflict of Interest for Council Members and Appointees**

| | |
|---|---|
| **Policy No:** | **01-025** |
| **Approved by Council:** | **2011-11-07** |
| **Revised by Council:** | **2016-05-30** |

## 1. Purpose

1.1. The residents and businesses of the Township of Langley (the Township) are entitled to have a fair, honest, and responsible local government that has earned the public's full confidence for integrity. Therefore, the purposes of this Code of Ethics, Conduct, Confidentiality, and Conflict of Interest (the Code) are to ensure that:

1.1.1. all members of Council (Members) and all persons appointed by Council to boards, committees, commissions, panels, or task forces, whether they are members of Council or not (Appointees) carry out their duties with integrity, impartiality and independence

1.1.2. Members and Appointees treat one another, Township officers and employees, and the public with respect

1.1.3. the conduct of Members and Appointees in the performance of their duties and responsibilities with the Township is above reproach

1.1.4. Members and Appointees respect and uphold confidentiality requirements

1.1.5. Members and Appointees avoid any conflict of interest

## 2. Application of the Code

2.1. The Code is applicable to all Members and Appointees. The bodies to which Council can appoint Appointees are referred to collectively as Committees throughout this Code.

## 3. Policies

3.1. Code of Ethics

3.1.1. Members and Appointees will adhere to the following Code of Ethics:

3.1.1.1. maintain the highest ideals of honour, integrity, and accountability and discharge public duties in a manner that is fair, honest, professional, and responsible

3.1.1.2. comply with all applicable federal, provincial, and local laws in the performance of public duties. These laws include, but are not limited to, the Local Government Act, Community Charter, Freedom of Information and Protection of Privacy Act, Criminal Code, Human Rights Code, all laws pertaining to financial disclosures and employer responsibilities, and any other relevant Township bylaws and policies

3.1.1.3. base their decisions on the merit and substance of the matter at hand

3.1.1.4. refrain from abusive conduct, personal charge or verbal attacks upon the character or motives of other Members and Appointees, Township officers, and employees, or the public

3.1.1.5. respect and adhere to the structure of government as established in the Township. In this structure, the Council determines the policies of the Township with the advice, information, and analysis provided by Committees, staff, and the public. Members and Appointees, therefore, will not interfere with the administrative functions of the Township or with the professional duties of Township staff, nor will they impair the ability of staff to implement Council policy decisions.

3.1.1.6. not use public resources that are not available to the public in general, such as staff time, equipment, supplies or facilities, for private gain or personal purposes

3.1.1.7. not accept any gift, money, property, position or favour of any kind whether to be received at the present or in the future, from any person except as follows:

3.1.1.7.1. where such a gift or favour is authorized by law

3.1.1.7.2. where such contributions are lawful campaign contributions

3.1.1.7.3. where such gifts or favours are received as an incident of the protocol, social obligation, or common business hospitality that accompany the duties and responsibilities of the member, and then only in compliance with applicable laws

3.2. Confidentiality

3.2.1. Members and Appointees will adhere to the following requirements in relation to confidentiality:

3.2.1.1. unless otherwise authorized by Council or a Committee, keep in confidence any record held in confidence by the Township, until

the record is released to the public as lawfully authorized or required

3.2.1.2. unless otherwise authorized by Council or a Committee, keep in confidence information considered in any part of a Council meeting or Committee meeting that was lawfully closed to the public, until Council or the Committee discusses the information at a meeting that is open to the public

3.2.1.3. Members and Appointees will not use confidential information for the personal profit or gain of themselves or others

3.3. Conflict of Interest

3.3.1. Members and Appointees will adhere to the following requirements in relation to conflicts of interest:

3.3.1.1. be aware of and act in accordance with Division 6 of Part 4 of the *Community Charter* and the Oath of Office

3.3.1.2. be aware of and declare, in writing where necessary, any real or perceived conflicts of interest. A conflict of interest exists where:

3.3.1.2.1. a Member or Appointee is a director, member or employee of an organization seeking a benefit from he Township on which the decision making body will make a recommendation or decision

3.3.1.2.2. the Member or Appointee has a direct or indirect pecuniary interest in the outcome of deliberations

A conflict of interest does not exist if:

3.3.1.2.3. the pecuniary interest of the Member or Appointee is a pecuniary interest that is sufficiently in common with electors of the Township generally

3.3.1.2.4. the pecuniary interest is so remote or insignificant that it cannot reasonably be regarded as likely to influence the Member or Appointee in relation to the matter

3.3.1.2.5. where a conflict of interest exists, Members and Appointees must not participate in the discussion of the matter or to vote on a question in respect of the matter, must declare to the body that a conflict exists, and must remove themselves from the meeting during consideration of the issue to which the conflict relates. The declaration of a conflict and the Member's or Appointee's exit from and return to the meeting will be noted in the minutes

3.3.1.2.6. where in the opinion of Council or a Committee, a Member or Appointee is in a conflict of interest and has not so declared, the body may ask for a review of the matter by the Township Clerk. The matter, if unresolved, may then be referred to legal counsel or to Council for review.

3.4. Code of Conduct – Committee Appointees

3.4.1 Expressing Personal Opinions or Beliefs

In some circumstances and within certain programs, advisory committee members or board members may be required or requested to provide an opinion in regards to the nature of a program or service. It is extremely important that committee or board members use judgment before expressing specific opinions. Township advisory committee members and board members should refrain from expressing their personal convictions and ideals, such as religious or any other personal beliefs or philosophies, to fellow committee or board members or to the public

3.4.2 Representation to the Media

It is extremely important that only Council members or designated staff speak to the media in relation to Township issues. If at any time, advisory committee or board members are approached or contacted by a media representative, the member should contact the staff member coordinating the committee or board.

3.4.3 Comments

Advisory committee and board members will refrain from providing comments, either written or in an electronic format, to members of Council that do not advance or enhance the purpose of the committee/board.

4. Implementation of the Code of Ethics

4.1. This Code is intended to be self-enforcing. Members and Appointees should view the Code as a set of guidelines that expresses the standards of conduct expected of them. Implementation is most effective when Members and Appointees are thoroughly familiar with the Code and embrace its provisions. For this reason, the Code will be provided to candidates for Council and applicants to Committees.

4.2. Members and Appointees will be requested to sign the Statement, attached as Appendix A, affirming they have read and understood the Township of Langley Code. In addition, Council and Committees shall annually review the Code, and Council shall consider recommendations from Committees and update the Code as necessary.

5. Compliance and Enforcement

5.1. Members and Appointees themselves have the primary responsibility to ensure that the standards and requirements in this Code are understood and met, and that the public can continue to have full confidence in the integrity of the governance of the Township of Langley.

5.2. Council may impose sanctions on Members and Appointees whose conduct does not comply with the Township's Code. Council may:

5.2.1. impose a motion of censure on a Member

5.2.2. rescind the appointment of an Appointee to a Committee

5.2.3. take action under s. 117(2) of the *Community Charter* or under the *Offence Act*

5.2.4. control the Member's or Appointee's access to areas of the Township property or to officers and employees, including by phone or email

5.3. To ensure procedural and administrative fairness, a Member or Appointee who is alleged to have violated any provision of the Code shall have a minimum of one week or the time between two consecutive regular Council meetings, whichever is greater, to prepare his or her case, with legal counsel if the Member of Appointee so chooses, to respond to these allegations. Before considering a sanction, Council must ensure that a member has:

5.3.1. received a written copy of the case against him or her

5.3.2. a minimum of one week or the time between two consecutive regular Council meetings, whichever is greater, to prepare a defence against any allegations

5.3.3. a fair opportunity to be heard

6. Violation Not Cause to Challenge a Decision

6.1. A violation of this Code of Ethics shall not be considered a basis for challenging the validity of a Council or a Committee decision.

## APPENDIX A:
## MEMBER STATEMENT

### Council of the Township of Langley and Council Appointees to Boards, Committees, Commissions and Task Forces

As a Member of the Township of Langley Council or an Appointee of a Township Committee or Board, I agree to uphold the Code of Ethics, Confidentiality and Conflict of Interest adopted by the Township and to conduct myself by the following model of excellence. I will:

- recognize the diversity of backgrounds, interests, and views in our community;
- help create an atmosphere of open and responsive government;
- conduct public affairs with integrity, in a fair, honest, and open manner;
- respect one another and the unique role and contribution each of us has in making the Township a better place to work and live;
- strive to keep the decision-making processes open, accessible, participatory, understandable, timely, just, and fair;
- avoid and discourage conduct which is not in the best interests of the Township;
- avoid any real or perceived conflict of interest and declare at the earliest opportunity, in writing, any interest that is or may be in conflict with the business of the body of the Township in which I am participating;
- respect and uphold confidentiality requirements; and
- treat all people with whom I come in contact in the way I wish to be treated.

*I affirm that I have read and understood the Township of Langley Code of Ethics, Confidentiality, and Conflict of Interest.*

Signature: _____ Date: _____

Name (please print): Office / Committee:

_____ _____

Township of Langley
Est. 1873

# RECREATION, CULTURE, AND PARKS ADVISORY COMMITTEE

December 8, 2021 at 7:00pm
Via Zoom

## MINUTES

**Present:**
E. Erickson (Community Co-Chair)
Councillor E. Woodward (Council Co-Chair)

K. Ludlam and J. Wilkins

**Guest:**
J. Sleiman, Fraser Valley Regional Library

**School Board Representative:**
D. Tod

**Staff:**
R. Stare, Acting Director, Recreation
P. Tulumello, Director, Arts, Culture, and Community Initiatives
K. Stepto, Recording Secretary

### A. APPROVAL AND RECEIPT OF AGENDA ITEMS

**1. Recreation, Culture, and Parks Advisory Committee – December 8, 2021**

Moved by J. Wilkins,
Seconded by K. Ludlam,
That the Recreation, Culture, and Parks Advisory Committee approve the agenda and receive the agenda items of the December 8, 2021 meeting.
**CARRIED**

### B. ADOPTION OF MINUTES

**1. Recreation, Culture, and Parks Advisory Committee – October 13, 2021**

Moved by K. Ludlam,
Seconded by J. Wilkins,
That the Recreation, Culture, and Parks Advisory Committee adopt the Minutes of the October 13, 2021 meeting.
**CARRIED**

## C. DELEGATIONS AND PRESENTATIONS

### 1. Library Services

J. Sleiman, Library Manager, provided an update on the Fraser Valley Regional Library.

She commented that many of the changes that have been implemented for the pandemic will remain in place because they were so well received. These changes include:

- Earlier opening hours;
- FVRL Express (curbside pickup);
- Digital library cards;
- "Take and Make" bags (craft bags);
- Online programming (interactive and recorded available)

There has been an increase in the use of online collections (ebooks, audio books, emagazines, data bases etc.). The physical collection is still going strong as well with "Grab and Go" bags and "Book Club Sets being very popular. In-person programming such as knitting groups and school tours have started again but are dependent on the current health orders. FVRL is collaborating with partners in the community to present the "Library Champions" program which engages newcomers to familiarize them with library services. The also collaborate with the Langley Literacy Network, Langley Seniors Centre, Community Services, and New Directions to offer programming and services. Changing the name of the Walnut Grove Library to the Dean Drysdale Library was well received and the Brookswood library renovations are progressing well with the hopes of being complete by the end of February.

## D. REPORTS

### 1. Council Co-Chairperson's Report

E. Erickson thanked those members whose terms have ended for their input and involvement on the committee over the years.

## E. CORRESPONDENCE

## F. WORK PROGRAM

### 1. Capital Projects

R. Stare provided an update on some of the facility projects and upgrades at the four main recreation centres in the Township. The following information was provided:

## F. WORK PROGRAM

WC Blair Recreation Centre:

- MCC Replacement (electrical controls) – moved and upgraded;
- Zone 1 and 4 renovations: Studios, meeting rooms and pre-school;
- Hot Tub UV – better efficiency, less chemicals;
- Wave Pool Generator – replacement due to failure at the end of its life;
- AHU 2 Replacement;
- Boiler Ventilation Upgrade – to prevent premature failure;
- Sauna Renovation; and
- Facility Expansion 2022 – combine weight room and fitness area into one and adding a steam room.

George Preston Recreation Centre:

- Emergency Generator in main bowl;
- Domestic Hot Water Replacement – end of life;
- Arena Header Trench Replacement – piping was original;
- Exterior safety upgrades – improved lighting; and
- Plant Safety Upgrades.

Aldergrove Credit Union Community Centre:

- Arena pressurization – building balancing;
- Lifeguard Shower Tiling – per floor safety;
- Tidal Pool and Lazy River painting.

Walnut Grove Community Centre:

- Security Upgrades – inside and outside; and
- Various pools UV upgrade – reduces the pathogens in the water and reduces chemical use.

### 2. Langley Outdoor Sports Advisory Group (LOSAG)

No report.

### 3. Museum Advisory Group Appointments

Staff presented the names of the individuals recommended for appointment to the Museum Advisory Group:

- Lori McMillan
- Kate Ludlam

**MOTION**
Moved by J. Wilkins,
Seconded by E. Erickson,
That the Recreation, Culture, and Parks Advisory Committee endorse the following appointments to the Museum Advisory Group:

## F. WORK PROGRAM

Midori McMillan – 2 year appointment
Kate Ludlam – 2 year appointment
**CARRIED**

**COUNCIL**
Moved by J. Wilkins,
Seconded by E. Erickson,
That the Recreation, Culture, and Parks Advisory Committee recommends that Council endorse the following community members to the Museum Advisory Group, as outlined in the Recreation, Culture, and Parks Advisory Committee Terms of Reference, 8.4 Appointing Members to the Museum Advisory Group:

Midori McMillan – 2 year appointment (January 2022 to December 2023)
Kate Ludlam – 2 year appointment (January 2022 to December 2023)
**CARRIED**

## G. COUNCIL REFERRALS

## H. OTHER BUSINESS AND ITEMS FOR INFORMATION

### 1. Museum Advisory Group Update

No report.

### 2. Volunteer Awards 2022

The RCPAC will be appointing a task force early in 2022.

### 3. Langley Walk 2022

Plans are underway for the 60th anniversary in May 2022.

## I. NEXT MEETING

**Date**: January 12, 2022
**Location**: Langley Airport, 3rd Floor Presentation Room
**Time**: 7:00 pm

## J. TERMINATE

Moved by J. Wilkins,
Seconded by K. Ludlam,
That the meeting terminate at 8:05pm.
**CARRIED**

**CERTIFIED CORRECT:**

Community Representative Co-Chair

Council Representative Co-Chair

**From:** Dianne Kask <diakask@gmail.com>
**Sent:** Monday, December 27, 2021 10:46 AM
**To:** Jack Froese <jfroese@tol.ca>; Steve Ferguson <sferguson@tol.ca>; Margaret Kunst <mkunst@tol.ca>; Kim Richter <krichter@tol.ca>; Blair Whitmarsh <bwhitmarsh@tol.ca>; Bob Long <blong@tol.ca>; Petrina Arnason <parnason@tol.ca>; Eric Woodward <ewoodward@tol.ca>; David Davis <ddavis@tol.ca>; MayorCouncil <mayorcouncil@tol.ca>
**Cc:** Dykeman.MLA, Megan <megan.dykeman.mla@leg.bc.ca>
**Subject:** [EXTERNAL] Gateway Project

Please pass this onto the Parks and Recreation Committiee.

Open letter to the Township of Langley Council

Honourable Mayor and Councillors,

At the December 6th meeting of council staff brought forward the Aldergrove Gateway project asking council to approve $1,000,000 in spending to gain a grant of $750,000. The project would be to build a plaza with parking and widen Fraser Hwy onto the strip mall land where KFC currently is beside the ACUCC. The plans are for the plaza to be temporary, only 5 to 10 years until something more permanent would be built. We already have a temporary plaza. When the ACUCC was built there was no consideration for a safe place for youth to just be. Aldergrove is sadly lacking a safe place for teens to hang out and visit with their friends. Back in 2018, when the Aldergrove Community Association began, a survey was put out to the community. Teens asked for a covered, lit basketball court so there would be something they could do after school when the days are shorter and rainy. A presentation went to council asking for a place for teens. The response from the recreation department did not meet the needs of the community. There was a program set up one day a week from 3 to 5 which was very poorly planned and advertised. The people at the front desk didn't even know about it. It was discontinued stating not enough interest. Laughable. ALDERGROVE NEEDS A PLACE for teens. Spending a million dollars on another temporary plaza makes no sense. Build an area with an indoor basketball court, pool table, foosball game and seating area that is open to a coffee shop that will serve participants in all of the ACUCC activities. KFC and Hirame Sushi may even wish to participate in this venture. During the day, senior, adult, children's birthday parties and tot programs could be held and in the evening youth could have a place to be. Perhaps even add parking on the roof. The ACUCC was squeezed into the Aldergrove Elementary site so this needed space was not added to the plans. Now when federal funding is available, this is a good time to add the needed facility.

Dianne Kask
Aldergrove

Township of Langley
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# RECREATION, CULTURE, and PARKS ADVISORY COMMITTEE

## Final Report – 2021 Work Plan

**Submitted by:** Earl Erickson, Councillor Kim Richter, Councillor Eric Woodward

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The Recreation, Culture and Parks Advisory Committee had another challenging year as a result of the COVID – 19 pandemic. The pandemic impacted many items on the Committee's work plan and prevented in person meetings during the year. Despite these challenges, the Advisory Committee continued to perform its role, as defined in its Terms of Reference:

- **Provide advice** to Council and/or the Division on budgets, policies, priorities, service levels, issues and plans;

- **Represent all** segments of the community by providing a conduit between the community and Council. It may coordinate and encourage public participation indecisions regarding budgets, policies, priorities, service levels, issues and plans;

- **Incubate** good ideas, develop creative solutions and initiate change in the area of budgets, policies, priorities, service levels, issues and plans;

- **Advocate** the understanding of the value of recreation, culture, and parks to the public and Council to assist in decisions regarding budgets, policies, priorities, service levels, issues and plans.

The 2021 Advisory Committee* was comprised of the following nine (9) voting members:

Mr. Earl Erickson (Community Co-Chair)
Mr. Zach DiGuistini (withdrew March 2021)
Ms. Diane Gendron (withdrew September 2021)
Ms. Lorraine Goulet (withdrew February 2021)
Mr. Michael Jackstien
Mr. Dave Kang
Ms. Kate Ludlam
Mr. Michael Pratt (withdrew October 2021)
Mr. Jonathan Wilkins

The 2021 Advisory Committee was comprised of the following three (3) non-voting members:

School Trustee David Tod (non-voting)

Councillor Kim Richter (Municipal Rep, Council Co-Chair- Jan-June)
Councillor Eric Woodward (Municipal Rep, Council Co-Chair- Sept-Dec)

At its February meeting, the Committee established its 2021 Work Plan. Taking into consideration the current pandemic, the continual change in Public Health Officer orders and guidelines from other regulatory bodies, the Committee discussed the draft 2021 Work Program. They determined that it will be a continuation of the 2020 Work Program. A status report on the reduced work plan is provided below:

**Advisory Committee Orientation**
An orientation was provided by Legislative Services for all members. This included a review of the Council Advisory Committee Establishment Bylaw 2008 No. 4700.

**Election of Co-Chair**
Earl Erickson was elected as Co-Chair for 2021. Councillors Richter and Woodward served as Council Co-Chairs.

**Heritage Centre Update**
At its October Meeting, Staff provided a project update and overview of the new Fort Langley Museum and Heritage Centre, “Salishan Place by the River”. Construction on the foundation and footings began in June.

**Library Services Update**
At the December meeting, The Fraser Valley Regional Library provided a presentation of their annual update.

**ANNUAL TASK FORCES:**
The following annual task force was formed.

**Langley Awards Selection Committee**
The Advisory Committee appointed members to sit on a task force responsible for selecting the annual recipients of:

- Pete Swensson “Outstanding Community Youth” Award
- Eric Flowerdew “Volunteer of the Year” Award
- John & Muriel Arnason “Volunteers of the Year” Award

RCPAC Selection Representatives: E. Erickson, D. Kang, D. Todd, and J. Wilkins

Regrettably, the Langley Awards Celebration was postponed due to COVID-19 and related restrictions surrounding gatherings; however, the winners were still presented with their awards by the Mayor, in a physically distanced ceremony. The Award Winners were as follows:

Eric Flowerdew Volunteer Award: Barb Jackman
John and Muriel Arnason Award: No nominations were received
Pete Swensson Outstanding Community Youth Award: Anneke Cairnie

**Community Liaisons**
Members of the Advisory Committee were selected to serve as community liaisons for the following Committees / Groups. Each role also had a staff member assigned to it as well. It was expected that Advisory Committee members would become as knowledgeable as possible about one or more of these areas of focus and become a point of contact between the community and the Advisory Committee for any issues of relevance. In most of these focus areas – the Advisory Committee member was able to report back regularly with insights about their area of liaison.

Appointments were made as follows:

a) Langley Outdoor Sports Advisory Group – Jonathan Wilkins
b) Museum Advisory Group – Diane Gendron/Kate Ludlam

**Conclusion:**
Despite challenges presented by the COVID-19 pandemic, along with the withdrawal of numerous Committee members, the Committee continued to function and meet to discuss relevant and emerging topics. The commitment of the group is appreciated recognizing the challenges present due to the pandemic, and still allowing many areas of the workplan to be addressed. The diversity of the members allowed the Committee to engage in meaningful discussion regarding the huge breadth of subject areas discussed during 2021.

*Due to the COVID-19 Pandemic, TOL Council extended the terms of the members of the Recreation, Parks Advisory Committee by one year into 2021 resulting in all members completing their terms and the appointment 7 new members in 2022.

The Advisory Committee looks forward to a productive year in 2022, and their continued involvement in the role of representing the community and serving Township of Langley Council.

Earl Erickson, Councillor Kim Richter, and Councillor Eric Woodward - Co-Chairs

Recreation, Culture, and Parks Advisory Committee

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**A** Action Required
**D** Delegation
**P** Presentation
**R** Report
**R/F** Review / Feedback
**U** Staff Update

# Recreation, Culture, and Parks Advisory Committee 2022 Work Program

## General Committee Work

| | Jan | Feb | Mar | Apr | May | June | Sept | Oct | Nov |
|---|---|---|---|---|---|---|---|---|---|
| Orientation | P | | | | | | | | |
| Election of Co-Chair | | A | | | | | | | |
| 2021 Final Report | A | | | | | | | | |
| Work Program<br>*Approve and appoint liaison roles* | R&F | A | | | | | | | |
| Capital Budget<br>*Staff presentation 2022/23 budget highlights* | | | | P | | | | | U |
| Conferences<br>*BCRPA 2022 annual conference (virtual). Selection of 1 member to attend and to provide report to committee.* | | R/F | A | | | | | | |
| Fees and Charges<br>*Staff update re proposed 2022/2023 fees and charges* | | | | U | | | | | |
| Facility Allocation Policy | | | | | | U | | | |

## Projects, Programs and Events

| | Jan | Feb | Mar | Apr | May | June | Sept | Oct | Nov |
|---|---|---|---|---|---|---|---|---|---|
| Youth Programs and Services<br>*Youth week, first week in May* | | | | P<br>R/F | | | | | |
| Seniors Programs and Services<br>*Seniors week, second week in June* | | | | | P<br>R/F | | | | |
| Parks Tour | | | | | | P | | | |
| Canada Day Events | | | | U | | | U | | |
| Public Art Policy | | | U<br>A | | | | | | |
| Cultural Programs | | | | | | | | | P<br>U |
| Library Services<br>*FVRL annual update* | | | | | | | | | P<br>U |
| Langley Walk<br>*First Sunday in May* | | | | U | | | | | |
| Heritage Centre Update | | | | | | | | U | |

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**A** Action Required
**D** Delegation
**P** Presentation
**R** Report
**R/F** Review / Feedback
**U** Staff Update

# Recreation, Culture, and Parks Advisory Committee 2022 Work Program

## Annual Task Forces

| | Jan | Feb | Mar | Apr | May | June | Sept | Oct | Nov |
|---|---|---|---|---|---|---|---|---|---|
| Langley Awards<br>*Pete Swensson Outstanding Community Youth*<br>*Eric Flowerdew Volunteer of the Year*<br>*John & Muriel Arnason Volunteers of the Year*<br><br>***Selection Task Force***<br>*Staff: S. Regehr*<br>*Committee Representatives:* | | A | U | U | | | | | |

## Community Liaisons

| | Jan | Feb | Mar | Apr | May | June | Sept | Oct | Nov |
|---|---|---|---|---|---|---|---|---|---|
| ADHOC Groups<br>*Appointment of representatives and subsequent updates*<br><br>***Langley Outdoor Sports Advisory Group (LOSAG)***<br>*Staff: T. Bucker, S. Johnson*<br>*Committee Representative:* | | A | | | U | | | | U |
| Museum Advisory Group<br>*Appointment of representatives and subsequent updates*<br><br>*Staff: TBD*<br>*Committee Representative:* | A | | | | | | | U | R/F<br>A |

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# RECREATION, CULTURE, AND PARKS ADVISORY COMMITTEE
# MEETING SCHEDULE FOR 2022

**January 12, 2022**

**February 9, 2022**

**March 9, 2022**

**April 13, 2022**

**May 11, 2022**

**June 8, 2022**

**September 14, 2022**

**October 12, 2022**

**November 9, 2022**

**December 14, 2022**