



Meeting #: PRAC3/2025
Date: June 5, 2025, 6:30 p.m.
Location: Lewis Centre – Craft Room A, 489 Old Island Hwy, Courtenay
489 Old Island Hwy, Courtenay, BC V9N 3P5

Present: A. Douglas, Chair
I. Churchill
M. Crowley
E. Eriksson
C. Janes
M. Lynch

Regrets: B. Green, Secretary

Staff Present: M. McCollum, Council Representative
S. Saunders, Director of Recreation, Culture and Community Services
J. Chan, Manager of Business Administration
R. Coltura, Assistant Manager of Recreation Facility Operations

1. ADOPTION OF MINUTES

Moved By Mary Crowley
Seconded By Carolyn Janes

THAT the Parks and Recreation Advisory Commission (PRAC) adopt the May 1, 2025, PRAC Meeting minutes

Carried

2. ACCEPTANCE OF AGENDA

Moved By Carolyn Janes
Seconded By Mary Crowley

THAT the June 5, 2025, agenda be accepted as presented.

Carried

3. NEW BUSINESS

3.1 Harmston Park Planning

Harmston Park concept plans were presented by J. Chan, Manager of Business Administration with Recreation, Culture, and Community Services. Community feedback from an open house was shared. Discussion followed by commission members with feedback provided to staff, including comments supporting road closures, questions regarding amphitheatre including size and noise impacts, need for youth focused amenities, and focus on park activation and design to support safety.

3.2 Woodcote Park Playground Renewal

Woodcote Park playground renewal concept plans were presented by J. Chan, Manager of Business Administration with Recreation, Culture, and Community Services. Discussion followed by commission members with feedback provided to staff, including recommendations regarding washroom access.

4. UNFINISHED BUSINESS

4.1 Sports Field Allocation and Fee Policy Project

Project overview was provided by R. Coltura, Assistant Manager of Recreation Facility Operations. Discussion from Parks and Recreation Commission members included support for consistent and regional approach, fees for use of park facilities, and consideration for ensuring fields also remain available for public, casual use.

4.2 Comox Valley Sports Hall of Fame Initiative

Moved By Iris Churchill

Seconded By Mary Crowley

THAT the Parks and Recreation Advisory Commission (PRAC) defer item 4.2 to the next PRAC meeting on October 16, 2025.

Carried

5. NEXT MEETING

To be held Thursday, October 16, 2025, at 6:30pm in the Florence Filberg Centre - Soroptomist Lounge.

6. IN CAMERA RESOLUTION

THAT the committee close the meeting to the public pursuant to the following subsections of the Community Charter:

90 (1) A part of a committee meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

(b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity.

Carried

Moved By Iris Churchill

Seconded By Mary Crowley

THAT the Parks and Recreation Advisory Commission (PRAC) defer the in-camera meeting originally scheduled for June 5, 2025, to the next PRAC meeting on October 16, 2025.

Carried

7. ADJOURNMENT

The meeting was adjourned at 8:10 p.m.