

COUNCIL CORRESPONDENCE UPDATE TO FEBRUARY 15, 2023 (8:30 a.m.)

Correspondence

- (1) February 3, 2023, regarding “Property Ski lift Road”**
- (2) R. Dickson, February 6, 2023, regarding Proposed Zoning Bylaw No. 4662, 2010, Amendment Bylaw No. 5081, 2023 (325 Keith Road) (Received at the February 6, 2023 Council meeting) (Referred to the March 27, 2023 public hearing)**
- (3) February 8, 2023, regarding 3390 Marine Drive**
- (4) 4 submissions, February 8, 2023, regarding Proposed 2023 Budget**
- (5) M. Peirson, February 8, 2023, regarding “Size of Municipal staff =+”**
- (6) February 8, 2023, regarding “Empty homes and those listed for sale with no action =+”**
- (7) February 9, 2023, regarding “To Mayor and Council : Ferry Building Landscaping”**
- (8) West Vancouver Chamber of Commerce, February 9, 2023, regarding Upcoming Events and Programs**
- (9) 3 submissions, February 12-14, 2023, regarding Proposed Zoning Amendment, Official Community Plan Amendment, and Development Permit for 671, 685 and 693 Clyde Avenue and 694 Duchess Avenue (Referred to the March 6, 2023 public hearing)**
- (10) Committee and Board Meeting Minutes – Gleneagles Community Centre Advisory Committee meeting October 13, 2022; Arts Facilities Advisory Committee and Subcommittee meetings November 22, 2022, December 14, 2022 and January 19, 2023; West Vancouver Memorial Library Board meeting December 14, 2022; Art Museum Advisory Committee meeting January 10, 2023; Community Grants Committee meeting January 13, 2023; and Public Art Advisory Committee meeting January 17, 2023**

Correspondence from Other Governments and Government Agencies

No items.

Responses to Correspondence

- (11) Director of Planning & Development Services, February 9, 2023, response regarding “Property Ski lift Road”**

From: [REDACTED] s. 22(1)
Sent: Friday, February 3, 2023 3:06 PM
To: correspondence
Subject: Property Ski lift Road

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Approximately 14 years ago this parcel of land got a planning permit from WV Municipality. As yet only three houses have been built with for sale sign out front. Occasionally they have open house which I have attended, the sales person can not answer (1) any questions. It a total JOKE.
Please inquire what is going on, in our neighborhood .

[REDACTED] s. 22(1)

West Vancouver
[REDACTED] s. 22(1)

Sent from my iPhone

Received at the February 6, 2023 Council meeting for Item #6 (2)

Feb 6 2023

Regarding my application for a Rezoning/Subdivision of 325 Keith Rd. West Vancouver.

It is my understanding that this council wishes to approach densification in a proactive manner. You may wish to use my experience as an example, of how it works now, and how it may be improved.

This application was submitted April 2019. We are now approaching April 2023, 4 years later. For my part I put my application on hold for 7 months hoping the CAC calculations would change as a result of the neighbourhood committee report. Unfortunately the council at that time did not support the committees recommendations regarding CAC procedures.

I have spent approximately \$40,000 to date including almost \$20,000 for the CAC consultants.

To complete my rezoning / Subdivision it has been estimated that it will cost approximately \$400,000, in addition to the \$40,000 I have spent to-date, plus the currently agreed CAC amount of \$175,125.

Therefore, in order to subdivide my property, making no property changes, only adding separate utilities for the coach house, it will cost a minimum of \$615,000.

I request, council reconsider the current CAC amount assessed for my application, in order to facilitate council's desire to increase single family property density, which would make this process more financially feasible for myself and others.

Respectfully submitted by:

Rick [REDACTED] s. 22(1) Dickson.
[REDACTED] s. 22(1)
West Vancouver

From: [REDACTED] s. 22(1)
Sent: Wednesday, February 8, 2023 9:06 AM
To: correspondence

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Re applicant hosted preliminary consultation meeting re-3390 Marine Dr.
I have met with [REDACTED] s.22(1) about the proposed building at 3390 Marine Dr.
He has subsequent to our initial visit modified the proposal to my three concerns.
Building height, set back from Marine Drive and parking and safety concerns on Radcliffe
Avenue.
I have no objections [REDACTED] s.22(1) for him to be permitted to proceed with his
application.
If you have any concerns or questions of me feel free to contact me.
Yours truly,
[REDACTED] s. 22(1)
Owner of house at [REDACTED] s.22(1)

[REDACTED] s. 22(1)

From: Patricia Tomlinson [REDACTED] s. 22(1)
Sent: Wednesday, February 8, 2023 3:28 PM
To: trishtom37@gmail.com; Christine Cassidy; Linda Watt; Nora Gambioli; Peter Lambur; Scott Snider; Sharon Thompson; Mark Sager; correspondence
Subject: 2023 Budget. = +

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Patricia Tomlinson
401 460 14th Street
West Vancouver
B.C. V7T 2W1.

08 Feb 2023

Dear Mayor Sager and Councillors
District of West Vancouver

2023 Budget.

My name is Patricia Tomlinson and I am a resident of West Vancouver.

With peoples finances being stretched to the limit, I feel that our local council should show some restraint and keep taxes and salaries and the number of work staff at the 2020 level.

Please do not redact my name or my home address or my email address.

Thank you.

Patricia Tomlinson
trishtom37@gmail.com

From: [REDACTED] s. 22(1)
Sent: Wednesday, February 8, 2023 3:50 PM
To: [REDACTED] s. 22(1); Christine Cassidy; Linda Watt; Nora Gambioli; Peter Lambur; Scott Snider; Sharon Thompson; Mark Sager; correspondence
Subject: 2023 budget = +

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[REDACTED] s. 22(1)

West van

[REDACTED] s. 22(1)

08 Feb 2023

Dear Mayor Sager and Councillors
District of West Vancouver

2023 budget

My name is [REDACTED] s. 22(1) and I am a resident of West Vancouver.

A serious review of the proposed budgetary increments is necessary in light of the significant economic pressures currently being faced by homeowners.

The staff recommendations for staffing increments is not fiscally responsible and a review of all current job descriptions would be a prudent first step, particularly for full time equivalents who are expected to work at least 37.5 hours per week like everyone else.

Amalgamation of tasks and creating greater efficiencies would be a useful first step. Also performance measures and expectations would help. A lot of inefficiencies and duplication is witnessed every day at various levels!

Thank you.

[REDACTED] s. 22(1)

From: Christine Ballantine [REDACTED] s. 22(1)
Sent: Wednesday, February 8, 2023 4:57 PM
To: pekes70@shaw.ca; Christine Cassidy; Linda Watt; Nora Gambioli; Peter Lambur; Scott Snider; Sharon Thompson; Mark Sager; correspondence
Subject: 2023 Budget = +

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Christine Ballantine
601 - 460 14th Street,
West Vancouver,
V7T 2W1

08 Feb 2023

Dear Mayor Sager and Councillors
District of West Vancouver

2023 Budget

My name is Christine Ballantine and I am a resident of West Vancouver.

West Vancouver taxes should be kept to their lowest levels in view of the current economic world circumstances.

It is an absolute disgrace that we have the highest taxes and the most staff for such a small population in comparison to Surrey and other Municipalities.

We also have a very large senior population on very low incomes.
Changes must be made!

Please **do not redact** my name or my home address or my email address.

Thank you.

Christine Ballantine
pekes70@shaw.ca

From: Peter Breikss [REDACTED] s. 22(1)
Sent: Wednesday, February 8, 2023 5:36 PM
To: hipeter@telus.net; Christine Cassidy; Linda Watt; Nora Gambioli; Peter Lambur; Scott Snider; Sharon Thompson; Mark Sager; correspondence
Subject: Moderate 2023 Budget = +

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Peter Breikss
901-1455 Duchess Ave.
West Vancouver
V7T1H7

08 Feb 2023

Dear Mayor Sager and Councillors
District of West Vancouver

Moderate 2023 Budget

My name is Peter Breikss and I am a resident of West Vancouver.

No logical need for more staff, more spending. Need to live within our means - not unjustifiable spending increases.

Please do not redact my name or my home address or my email address.

Thank you.

Peter Breikss
hipeter@telus.net

From: Marny Peirson [REDACTED] s. 22(1)
Sent: Wednesday, February 8, 2023 8:23 PM
To: marny@telus.net; Christine Cassidy; Linda Watt; Nora Gambioli; Peter Lambur; Scott Snider; Sharon Thompson; Mark Sager; correspondence
Subject: Size of Municipal staff = +

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Marny Peirson
2586 Lawson Avenue, West Van.
V7V 2E9

08 Feb 2023

Dear Mayor Sager and Councillors
District of West Vancouver

Size of Municipal staff

My name is Marny Peirson and I am a resident of West Vancouver.

West Van has far too many Municipal employees. We need to reduce the number to be more in line with other areas. Get rid of some of the highly paid employees.

Please do not redact my name or my home address or my email address.

Thank you.

Marny Peirson
marny@telus.net

From: [REDACTED] s. 22(1)
Sent: Wednesday, February 8, 2023 8:53 PM
To: [REDACTED] s. 22(1); Christine Cassidy; Linda Watt; Nora Gambioli; Peter Lambur; Scott Snider; Sharon Thompson; Mark Sager; correspondence
Subject: Empty homes and those listed for sale with no action =+

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[REDACTED] s. 22(1)

West Vancouver B.C.

[REDACTED] s. 22(1)

08 Feb 2023

Dear Mayor Sager and Councillors
District of West Vancouver

Empty homes and those listed for sale with no action

My name is [REDACTED] s. 22(1) and I am a resident of West Vancouver.

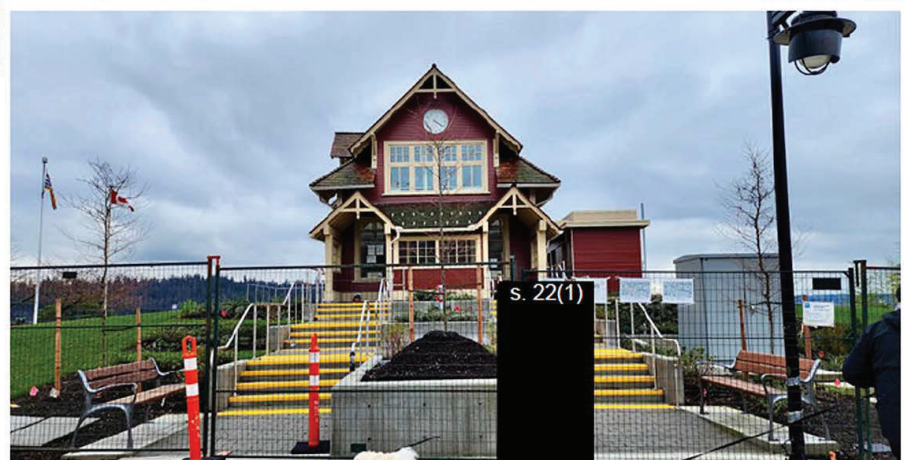
Empty homes create security and safety issues. There are a number of homes in my area that are not lived in or no attempts to sell the newly constructed homes is evident. I am also aware of those that come into the homes during the time we are to indicate we live here but then they leave again. How are these issues being addressed?

Thank you.

[REDACTED] s. 22(1)

From: [REDACTED] s. 22(1)
Sent: Thursday, February 9, 2023 2:39 PM
To: correspondence
Subject: To Mayor and Council : Ferry Building Landscaping
Attachments: ltre to.WV Mayor, Council 2023 .pdf

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February 9, 2023

Dear Mayor and Council,

As a resident of Ambleside for s. 22(1) years, I write to you to comment on the restored Ferry Building and in particular landscape design and planning issues which I consider important to the enhanced public enjoyment of our unique and precious waterfront.

Although I consider the stairs to the entrance are wider and more intrusive than necessary with harsh yellow tactile treads (they could have been grey), it is the location of the electrical transformer and equipment boxes that cause the most concern. The larger electrical box location in particular creates a serious obstruction to the open view and enjoyment of the restored Ferry Building and its entranceway. This negatively impacts the overall aesthetic of the project. Please refer to the photographs attached.

The box is very tall by itself without the fact that it has been located at a higher elevation than the adjacent street. There is simply no way that this element can be 'dressed up' in its present location. The result is an unfortunate, unacceptable, sub-par landscape . The citizens of West Vancouver deserve better.

The siting of these elements also creates an issue with landscaping, which was probably intended to screen the boxes, and its proximity to the boxes for BC Hydro technical distancing requirements.

The larger box, at the very least, should be relocated much further away from the Ferry Building, perhaps near the existing electrical pole about a hundred feet to the west and nearer the vehicular access route. Another option might be to relocate the box to the north across the roadway adjacent the railroad right of way.

I strongly urge you to take immediate action to address this issue and ensure that future developments along the waterfront are undertaken with a better sense of design and planning coordination.

Thank you for your consideration in this matter.

Sincerely,

s. 22(1)

s. 22(1)

West Vancouver, BC

s. 22(1)

From: West Vancouver Chamber of Commerce <info@westvanchamber.com>
Sent: Thursday, February 9, 2023 5:21 PM
To: correspondence
Subject: 📧 BCCC Addressing the Labour Market Gap Survey

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West Vancouver Chamber of Commerce

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**Canadian Blood Services Event
Reached 108% of target!!**



We are proud to partner with The Rotary Club of West Vancouver Sunrise, Enhance West Van, and West Vancouver Foundation in supporting Canadian Blood Services Clinics in West Vancouver. At the last event on February 2nd, they exceeded the goal for the day of 97 units...and collected 105! 118 people attend the event and only 13 were unable to donate.

Volunteers are always needed and welcome for these events. If you would like more information on becoming a volunteer, please contact Sharon Thompson at trex5@telus.net.

The next clinic will be on **April 27th** at Congregation Har El..To book an appointment to donate or for more information, please visit the [website](#).



Congratulations to Yang Wang

(West Vancouver Chamber Director) and his team of volunteers for another beautiful and entertaining Lunar New Year celebration at the WV Community Centre.

Hosted by Enhance WV the event brought families from across the community together to welcome the Year of the Rabbit.

Elaine McHarg (Chair) joins Yang Wang and other community leaders for this Year of the Rabbit celebration.

Addressing the Labour Market Gap Survey


BC Chamber of Commerce

Is your business struggling to attract and retain workers? Or are you the one looking for a job? We want to hear from you.

BC is facing an acute labour shortage that challenges both employers and job seekers.

The [Addressing the Labour Market Gap project](#) will help us to better understand the disconnect between employer and job seeker needs so that we can build solutions for a resilient labour force. The project is led by the BC Chamber of Commerce and funded by the Ministry of Social Development and Poverty Reduction.

The BC Chamber of Commerce wants to hear from businesses and their employees. We invite all employers to complete the survey and share it with their employees.

Your feedback will inform the development of appropriate solutions to improve and innovate employment practices, as well as inform future program and public policy decisions in BC.

Please take the Addressing the Labour Market Gap [Survey](#) and use your voice to build solutions for a resilient labour force.

The survey takes 10 minutes to complete and closes February 24, 2023, at 5:00 p.m. PT.




Join now!

Develop valuable connections that lead to business growth and personal success. Access Chamber benefits only available to members.

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SPONSORSHIP OPPORTUNITIES

Promote your business and help support the Chamber. Sponsor an event!

The West Vancouver Chamber of Commerce offers a variety of sponsorship opportunities that provide your business with the chance to be front and center in our

community. Sponsors are an important part of our events! For further info: [SPONSORSHIP](#)

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You are receiving this email because you opted in at our website.

Our mailing address is:

West Vancouver Chamber of Commerce
2235 Marine Drive
West Vancouver, Bc V7V 1K5
Canada

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From: [REDACTED] s. 22(1)
Sent: Sunday, February 12, 2023 3:59 PM
To: correspondence
Subject: support for Taylor Way & Clyde apartment project

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Greetings,

I understand that there's a public hearing on March 6 regarding the rental apartment proposal at Park Royal.

I wish to submit my support for the project.

Currently, I'm commuting from Burnaby to West Vancouver to work for [REDACTED] s. 22(1). The commute across the bridge is less than ideal, so I'd prefer to live in the city in which I work.

The smaller, relatively affordable units are also perfect for a single, active individual such as myself. I could drive less - instead walking or cycling to and from work, the grocery store, etc.

And as you may know, the North Shore is in desperate need of more apartment buildings such as this. In my short time working for [REDACTED] s. 22(1), I've seen many employees come and go because they couldn't find a closer place to live. Just ask those in charge of hiring: it's hard to find good people to work in West Van and even harder to retain them.

These lots have sat empty for far too long - let's put them to good use please!

Feel free to forward this email to anyone involved in the process or even use it as an example during the public hearing.

Thank you.

[REDACTED] s.22(1)

[REDACTED], Burnaby

From: [REDACTED] s. 22(1)
Sent: Monday, February 13, 2023 6:34 PM
To: [REDACTED] s. 22(1); Christine Cassidy; Linda Watt; Nora Gambioli; Peter Lambur; Scott Snider; Sharon Thompson; Mark Sager; correspondence; [REDACTED] s. 22(1)
Subject: Clyde Ave .. Proposed Development of Micro rental units = +

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[REDACTED] s. 22(1)

west Vancouver

[REDACTED] s. 22(1)

13 Feb 2023

Dear Mayor Sager and Councillors
District of West Vancouver:

Proposed Development of 201 Rental Units in 6 floors
Location: Taylor Way & Clyde Ave
Affordable if Tenant's gross income is more than \$84,000
Your file: 05.1010.20/21 - 185.2022

My name is [REDACTED] s. 22(1) and I am a resident of West Vancouver.

This is my vote:

- I OPPOSE the proposed 201 unit development at Taylor Way and Clyde

I am absolutely opposed to any further high rise or multi unit buildings in west Vancouver. We just had two large buildings finished at Canada way and marine that are rentals we do not need more typing up traffic at the worst intersection in west Vancouver. We need to make buying houses on the existing lots more affordable . An example of this is to make multiplexes that allow people who want to buy on land in west Vancouver able to. Instead of paying 3 million for one house on a lot which regular people cannot afford build a structure that can house 6 families on a lot for \$500,000 each thus not causing a huge traffic problem. Let people subdivide more easily as the lots on west van are already quite large in most areas. We want to keep a family small seaside community not become another downtown Vancouver. . I have lived here [REDACTED] s. 22(1) and it's unaffordable for many of my friends who grew up here which is very wrong. Don't allow developers to manipulate council with their empty promises. We don't need any more high rises in west Vancouver

Regards

[REDACTED] s. 22(1)

Thank you.

[REDACTED] s. 22(1)

From: [REDACTED] s. 22(1)
Sent: Tuesday, February 14, 2023 10:48 AM
To: [REDACTED] s. 22(1); Christine Cassidy; Linda Watt; Nora Gambioli; Peter Lambur; Scott Snider; Sharon Thompson; Mark Sager; correspondence; [REDACTED] s. 22(1)
Subject: Clyde Ave .. Proposed Development of Micro rental units =+

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[REDACTED] s. 22(1)

West Vancouver, [REDACTED] s. 22(1)

14 Feb 2023

Dear Mayor Sager and Councillors
District of West Vancouver:

Proposed Development of 201 Rental Units in 6 floors
Location: Taylor Way & Clyde Ave
Affordable if Tenant's gross income is more than \$84,000
Your file: 05.1010.20/21 - 185.2022

My name is [REDACTED] s. 22(1) and I am a resident of West Vancouver.

This is my vote:

- I OPPOSE the proposed 201 unit development at Taylor Way and Clyde

I oppose the proposed 201 unit development on Taylor way and Clyde because the mayor distinctly stated his position on spot zoning prior to election, which misled residents of this district who have placed their trust in him

Thank you.

[REDACTED] s. 22(1)

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
GLENEAGLES COMMUNITY CENTRE ADVISORY COMMITTEE MEETING MINUTES
VIA ELECTRONIC COMMUNICATION FACILITIES
THURSDAY, OCTOBER 13, 2022**

Committee Members: C. Shaw (Chair), A. Amaroso-Stollery, B. Dame, G. Jopson, M. Macdonald, S. Patel, J. Rae, J. Wang, and S. Whittall attended the meeting via electronic communication facilities. Absent: S. Bosa, C. Campbell-Leveck, M. Davis, C. Kwando; and Councillor Soprovich.

Staff: E. Bagnall, Recreation Supervisor, Gleneagles Community Centre; and D. Godfrey, Community Services Department Secretary (Committee Clerk) attended the meeting via electronic communication facilities.

1. CALL TO ORDER

The meeting was called to order at 7:04 p.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the October 13, 2022 Gleneagles Community Centre Advisory Committee meeting agenda be approved as circulated.

CARRIED

S. Whittall absent at the vote

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the June 9, 2022 Gleneagles Community Centre Advisory Committee meeting minutes be adopted as circulated.

CARRIED

S. Whittall absent at the vote

REPORTS / ITEMS

4. Members Roundtable

M. Macdonald reported that with the upcoming election, the Western Residents Association (WRA) has been quiet in terms of meetings. They held an All Candidates Meeting on October 4 at the golf course clubhouse. The meeting was full with standing room only, all four mayoral candidates attended. The Horseshoe Bay Business Association (HBBA) supported the event financially. The WRA Annual General Meeting is coming up on November 8.

C. Shaw reported that like the WRA, the HBBA did not have a meeting in September due to the upcoming civic election. She noted that there is no meeting set for October but also noted that one could be pulled together quickly if need arises. She spoke regarding her Cigarette Butt Can project noting that Mayor Booth supports the project and that the Horseshoe Bay Ferry Terminal has agreed to put out a

designated cigarette butt can as well as a trash bin.

S. Whittall joined the meeting at 7:09 p.m. via electronic communication facilities.

G. Jopson congratulated the WRA on the success of the All Candidates meeting and reported that the golfers have enjoyed the extended warm weather. He noted the golf season will wrap up at the end of October. He commented on the success of the two Junior Tournaments held this year, one at Ambleside and one at Gleneagles.

S. Patel inquired about what happens with the Eagles Nest space in the Clubhouse (now known as the Community Room) during the golfers off season? E. Bagnall noted that the space is often rented as part of larger rentals of the Great Hall.

S. Patel suggested that perhaps that space could be used by book clubs, new immigrants, or some other such group. E. Bagnall responded that there are still underutilized rooms in the Gleneagles Community Centre and staff would look at using those spaces before branching out and booking the Community Room.

E. Bagnall spoke regarding a request to purchase a Golf Simulator which would be located in the small area to the left just inside the entrance to the Clubhouse. He noted that the purchase request is in the early stages of the request process but that there is interest in the idea.

J. Wang provided a short, written recap of the activities of Enhance West Van.

It was Moved and Seconded:

THAT the verbal reports regarding Members Roundtable be received for information.

CARRIED

5. Spring Fest West

E. Bagnall noted that staff are looking at the first Saturday in May (May 6, 2023) as the date for the 2023 Spring Fest West event. G. Jopson noted that this is the same day as the coronation of King Charles and there were some comments about making Spring Fest West a themed event around the coronation. B. Dame also asked Staff if they had a report on the results of the 2022 Spring Fest West event that would show the attendance, costs, and revenue from the event. Some discussion ensued regarding sources of revenue for this event: admission fee (though this was generally considered not a good option), vendor percentages, or games. S. Whittall suggested that the Gleneagles Community Centre Advisory Committee, as hosts of the event, have a fundraising goal for each year's event and display a progress thermometer graphic during the event.

It was Moved and Seconded:

THAT:

1. Staff report at the next meeting regarding how much has been raised at previous events;
2. Staff provide a confirmed date for the 2023 Spring Fest West event; and
3. further discussion be continued at the November meeting.

CARRIED

6. Managers & Supervisors Update

E. Bagnall recapped the written report that was distributed to the committee.

S. Whittall inquired about the rental fees that are collected from film and event organizers for the use of the community centre parking lot. E. Bagnall noted that these rental fees go into the special events revenue fund, not into the general revenue for the Gleneagles Community Centre. C. Shaw inquired if those rental fees are reviewed by the District on an annual basis.

E. Bagnall also spoke regarding the road work that has been happening along Marine Drive and noted that it is mostly complete and resurfacing work will be done on or around November 3, 2022.

S. Patel inquired if any more arts events are planned for the fall and E. Bagnall indicated that there are no more scheduled or planned for the fall. S. Patel asked how artists can approach the Gleneagles Community Centre regarding holding art events.

E. Bagnall confirmed that there is a "Pop-Up Pottery Sale" planned for December 10, 2022.

Staff reminded committee members that committee evaluations will be distributed by Legislative Services to all committee members at the beginning of November.

It was Moved and Seconded:

THAT the verbal reports regarding Managers & Supervisors Update be received for information.

CARRIED

PUBLIC QUESTIONS

7. PUBLIC QUESTIONS

There were no questions.

NEXT MEETING

8. NEXT MEETING

Staff confirmed that the next Gleneagles Community Centre Advisory Committee meeting is scheduled for November 10, 2022 at 7 p.m. via electronic communication facilities.

Discussion was held regarding the meeting format for remaining 2022 meetings and 2023 meetings. Further discussion will be held at the November 10, 2022 meeting.

ADJOURNMENT

9. ADJOURNMENT

It was Moved and Seconded:

THAT the October 13, 2022 Gleneagles Community Centre Advisory Committee meeting be adjourned.

CARRIED

The meeting adjourned at 7:59 p.m.

Certified Correct:

s. 22(1)

s. 22(1)

Chair

Committee Clerk

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
ARTS FACILITIES ADVISORY COMMITTEE
GOVERNANCE SUBCOMMITTEE MEETING MINUTES
VIA ELECTRONIC COMMUNICATION FACILITIES
THURSDAY, NOVEMBER 22, 2022**

Committee Members: J. Webb (Chair), G. Froome, B. Helliwell, and C. Sully attended the meeting via electronic communication facilities.

Staff: D. Niedermayer, Senior Manager, Cultural Services (Staff Liaison); C. Rosta, Cultural Services Manager; and F. Costa, Cultural Services Department Secretary (Committee Clerk) attended the meeting via electronic communication facilities.

1. CALL TO ORDER

The meeting was called to order at 2:04 p.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the November 22, 2022 Governance Subcommittee meeting agenda be amended by:

- Withdrawing Item 6;

AND THAT the agenda be approved as amended.

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the November 3, 2022 Governance Subcommittee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

4. Governance Structure Discussion – Anvil Centre

Chair introduced Vali Marling, General Manager at the Anvil Centre in New Westminister. Anvil Centre has been open for eight years. A communications plan was developed to share the intent and governance of the venue. At the time, there was no oversight committee for the Anvil Centre overall, only for Heritage, Arts, and Culture. The New Westminister Museum, Heritage Services, Archives, Arts Services, Conference Centre, the Theatre, and the New Media Gallery are different departments in the Anvil Centre. Conference Services is a major revenue-generating department. The underground parkade is managed by the City's Parking Department. There is an operating agreement with the Massey Theatre Society for the theatre's administration. City Hall is responsible for the building's maintenance, cleaning, and utilities.

Capital programs are organized through the City Hall. Staff is mostly City's employees, with a few members from the Massey Theatre Society to manage the theatre. An external catering company is an official supplier for the Conference Centre's events. Due to a special license to run the Conference Centre, they can't have an industrial kitchen or outside food in the venue. This creates some challenges from the Conference Services perspective since catering is a relevant part of an event's budget. There are two restaurants onsite that are managed by the City. The Conference Services Department organizes over 300 events per year.

The Anvil Centre works with the New Westminster Arts Council to develop programming and events. The Arts Council also manages the Community Arts Gallery, working with different arts groups. They have offices in a different location close to the Centre. The Anvil Centre's Community Arts & Theatre Manager works with the Arts Council to plan exhibitions, programs, and events. There are joint ventures between the Arts Council and the Arts Department to run the programs and events.

A dance studio onsite offers dance classes and organizes professional and community dance performances in the theatre. The entire front of the building opens up through sliding doors, and people can flow in and out during street festivals. Tourism New Westminster is the only organization that is permanently onsite. They have residencies that go from one week to several months. The cost to rent a studio is \$18/hour and for the dance studio is \$90/hour, with revenues to the Arts Department. Every year the Arts Department receives 25% of its budget to reinvest in new programs. There is no formal process in place for planning.

The office tower building is owned by a private organization. There is a detailed contract that outlines the use of common areas. Cleaning services are shared with the Anvil Centre, and the buildings' systems are separate when possible. There is no complaint about noise from the events due to the way the building were designed. When multiple events occur, they coordinate the schedule to avoid conflicts. As there are many departments involved in the venue, the operation can be challenging logistically.

It was Moved and Seconded:

THAT the discussion regarding Governance Structure Discussion – Anvil Centre be received for information.

CARRIED

5. Governance Structure Discussion – City of Richmond

Chair introduced Liesl Jauk, Manager Arts Services, for the City of Richmond who provided an overview of the cultural facilities in Richmond.

The Gateway Theatre is a professional theatre owned and maintained by the City and operated by the Richmond Gateway Theatre Society, a registered charity and not-for-profit organization. There is a five-year operating agreement between the City and the Theatre Society. The Society provides professional-level theatre productions for the community, rents out the space for other productions and events, and runs an academy-style musical theatre program for youth and children. A Council Liaison is part of the board, and the Society is required to present an annual report to Council including financial statements, the key achievements from the previous year, programming, and budget for the year ahead. The City provides an

annual operating budget of \$1.3 M and also provides IT support and building maintenance. The benefits of having a professional arts organization operating the theatre include their artistic expertise to develop theatre productions, their flexibility with schedule and programming, and, as a not-for-profit organization, their access to government funding, charitable donations, and sponsorships. As a community organization, the board can be influential to Council. A disadvantage is that registered charities and not-for-profit organizations can be unstable in their structure and direction. Also, they don't have the ability to change the building, the infrastructure, or the equipment without the City's involvement, and their staff does not have access to the same pay rate and benefits that City staff would to operate the building.

The Cultural Centre is where many spaces are located, including the main branch of the Richmond Library, the City Archives, the Richmond Museum, the Richmond Art Gallery, the Richmond Arts Centre, and rental spaces. It offers a hub of activities, classes, festivals, and kids' programming. All the spaces benefit from co-locating with the Library, which attracts the main influx of people. Each organization has its own space and administrative office. The Senior Centre is being remodeled and will be an annex to the Cultural Centre.

The Richmond Arts Centre is located inside the Cultural Centre and has two main streams: arts education and community cultural development. It offers studios for different purposes such as pottery, dance, painting, and performing arts. It is fully operated by the City. City staff develops the programming and registration for the programs. The studios are also used by eleven resident arts groups. The community cultural development involves professional development programs, cultural days, arts and cultural programs which are all City operated. Staff dedicated to these activities is well trained in mentoring community arts organizations and can offer experience in applying for grants and operating not-for-profit organization in the arts sector. The resident arts groups are responsible for raising funds for their operation through membership or other fundraising options, depending on whether they are not-for-profit or not. The main benefits of being operated by the City are stable funding and operations, and control of programming.

The Richmond Art Gallery is a contemporary art gallery with 5 or 6 annual exhibitions. There are educational programs through the school system, tours, professional development for artists, offsite installations, and public art. It is City operated and staffed. The City funds the costs of exhibitions and building maintenance. The Richmond Art Gallery Association is part of the art gallery and, as a not-for-profit organization, is able to apply for grants. A Council Liaison is part of the Association board. The benefits of being City operated are stable funding and professional operation. The City also benefits from having the Association which provides a stable funding framework. The drawback would be a weak Association not being influential or able to raise funds for public programming. Also, the difference in compensation between City staff and the Association staff.

The Richmond Museum has an operation similar to the one in the Art Gallery operated by the City. They offer one exhibition a year and school programs. A not-for-profit association, with a Council Liaison on their Board, raises funds for the programs.

In Steveston, there are many heritage sites and spaces. The museum and the post office are owned and maintained by the City, but operated by the Steveston

Historical Society, a not-for-profit association, that raises funds through grants and donations, and also through revenue from retail and film rentals. 2/3 of the revenue from filming goes to the City. In addition, the Steveston Historical Society receives \$40,000 as an operating budget. London Heritage Farm is also City owned and maintained, operated by a not-for-profit society. The same situation applies to the Britannia Shipyard. It is City owned and maintained, operated by a not-for-profit society, but, in this case, the association is only advisory. It is a prime destination for tourism. The Tram building is City owned and operated.

B. Helliwell left the meeting at 3 p.m. and did not return.

It was Moved and Seconded:

THAT the discussion regarding Governance Structure Discussion – City of Richmond be received for information.

CARRIED

B. Helliwell absent at the vote

6. Governance Structure Discussion – To be Determined

Item withdrawn.

PUBLIC QUESTIONS

7. PUBLIC QUESTIONS

There were no questions.

NEXT MEETING

8. NEXT MEETING

Staff confirmed that the next Governance Subcommittee meeting is scheduled for December 20, 2022 at 2 p.m. via electronic communication facilities.

9. ADJOURNMENT

It was Moved and Seconded:

THAT the November 22, 2022 Governance Subcommittee meeting be adjourned.

CARRIED

B. Helliwell absent at the vote

The meeting adjourned at 3:17 p.m.

Certified Correct:

Chair

s. 22(1)

Committee Clerk

s. 22(1)

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
ARTS FACILITIES ADVISORY COMMITTEE MEETING MINUTES
CEDAR ROOM, WEST VANCOUVER COMMUNITY CENTRE
WEDNESDAY, DECEMBER 14, 2022**

Committee Members: C. Sully (Chair), R. Finley, G. Froome, B. Helliwell, L. Radage, L. Nahanee, G. Nicholls, J. Webb, and J. Wexler attended the meeting in the Cedar Room, West Vancouver Community Centre. Absent: Councillor Snider, R. Brown, E. McHarg, and R. Yaworsky.

Staff: C. Rosta, Cultural Services Manager (Staff Liaison); and F. Costa, Cultural Services Department Secretary (Committee Clerk) attended the meeting in the Cedar Room, West Vancouver Community Centre.

1. CALL TO ORDER

The meeting was called to order at 2:09 p.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the December 14, 2022 Arts Facilities Advisory Committee meeting agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the November 16, 2022 Arts Facilities Advisory Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

4. Arts & Culture Advisory Committee Update

R. Finley reported that the members of the Arts & Culture Advisory Committee (ACAC) shared the highlights of research with nine arts councils in other communities on their relationship with the local municipality and other local arts organizations at their December 6, 2022 meeting. The goal is to learn about best practices that may be helpful for the cultural sector in West Vancouver.

It was Moved and Seconded:

THAT the verbal report regarding Arts & Culture Advisory Committee Update be deferred to the next meeting.

CARRIED

5. Governance Subcommittee Update

J. Webb reported that the last Governance Subcommittee received presentations from V. Marling, from the Anvil Centre in New Westminster, and L. Jauk, from the City of Richmond. Both organizations provided an overview of their governance and reporting structures, operating models, and funding framework. J. Webb provided a few highlights from both presentations.

It was Moved and Seconded:

THAT the verbal report regarding Governance Subcommittee Update be received for information.

CARRIED

6. Capital Funding Subcommittee Update

G. Nicholls reported that the Subcommittee is expecting reports from the consultants. Staff confirmed that the consultants are working following the work plan and schedule. The Altus Groups is expected to make a presentation in January 2023. Staff informed the Committee of the direction received from Council at their last meeting on December 12, 2022:

THAT the Arts Facilities Advisory Committee be directed to:

- 1) complete the work of confirming an arts and culture facility vision and concept, including the community engagement summary report;*
- 2) complete the work of recommending a governance model through research and input from community organizations and groups who will use a new facility;*
- 3) complete the framework for a capital funding plan including a funding options analysis and eligibility for Provincial and Federal Funding;*
- 4) immediately pause all work related to the Fundraising Feasibility Study, including developing a case for support, conducting interviews with potential donors, and determining a gift chart; and*
- 5) provide a report to Council regarding the completed work by end of first quarter 2023;*

AND THAT staff communicate Council's decision to the Arts Facilities Advisory Committee.

The Committee will present a report to Council on March 6, 2023.

It was Moved and Seconded:

THAT the verbal report regarding Capital Funding Subcommittee Update be received for information.

CARRIED

7. Arts & Culture Facility Vision and Concept

Staff reported on the Open House sessions held on November 29 and December 1, 2022 at the West Vancouver Community Centre. S. Craig presented the final draft of the vision concept and guiding principles for review and input. The Committee discussed and suggested updates to the wording of some of the guiding principles. The approval of the document was deferred to the next meeting.

It was Moved and Seconded:

THAT

1. the Arts & Culture Facility Vision and Concept discussion be received, including the addition of "Coast Salish Indigenous perspective" in guiding principle #7, the addition of "program and event rental spaces" in guide principle #9; and
2. Urban Arts Architecture review guiding principle #6 and recirculate the report to the Committee for further discussion.

CARRIED

PUBLIC QUESTIONS

8. PUBLIC QUESTIONS

J Lord: Thanked the committee for the work in this report; commented on the use of the word "responsive" in the guiding principle number 6; offered insight into comparisons between arts organizations in different municipalities; commented that it is important to understand that there is a mix in how they operate and are funded.

J. Chalmers: Delivered a handout with her questions and comments. Reproduced below.

1. The report to Council from Feb. 2020 (Site Identification Analysis) is on the westvancouverite website, 236 pages. But the report to Council from March 10, 2020 is not. It is 268 pages and has more information . Why isn't this report also available?

2. Where is the information and results of the 2021 Site Selection Survey and the report to Council of the same? Why is it nor on the AFAC website and/or westvancouverite website?

3. What happened to the planned follow-up workshops that were to take place in September?

4. If Council directed further community-wide consultation, was there a mail out to the entire community to notify them about the Open House that have taken place? If not, why not?

5. What were the numbers, by each session, of those who attended the Open Houses? How were they recorded? Was there any feed-back forms available? What demographics are available on where the attendees live?

6. Will your report to Council in 2023 break down the residency of all public consultation that took place? For example: those that live in West Vancouver, those that live elsewhere, the Arts Community and a breakdown of where they live.

7. Will your report to Council in 2023 give a breakdown of the negative vs positive feedback of the presented vision and concept?

B Shard: commented on Monday's Council meeting direction #2 regarding the governance model and input from community organizations; commented that the workshops were about the vision and concept; commented on the Council report presented to Council in July 2022 and the Committee's Terms of Reference that mentioned workshops with community arts and culture organizations regarding

governance model and asked if there will be public consultation on the governance model development.

B. Chaworth-Musters: Delivered a handout with her questions and comments. Reproduced below.

1. *On (unsure of date) staff presented a report to Council asking for an additional \$150,000 in funds which Council granted. Ambleside Park was identified as the chosen location. At the outset of the AFAC under with Graham Nicholls and Cynthia Sully as Co-Chairs, it was stated that for all purposes, the AFAC would proceed with Ambleside Park as the chosen sight. It was restated at subsequent meeting. Staff have since commented that no location has been chosen. Staff have since commented that Ambleside Park will not be the chosen location, and that other sites are being considered. That Ambleside Park is no longer the site being considered has not been declared by the chairs at an AFAC meeting, as declared that Ambleside Park was the chosen site for all work of the AFAC at the outset of the AFAC meetings, and now other sites are being considered, and Ambleside Park is no longer being considered. Considering staff's commitment to transparency, please tell us which are the top 3 DWV sites being considered. Please explain why this the change has been made since it hasn't been discussed at AFAC meetings.*

2. *Doti spoke to the DWV art collection at the AFAC meeting on October 19th and referred to the moldiness at the Gertrude Lawson House commenting that it wasn't affordable to have the collection professionally stored. How can the collection continued to be stored where the environment is moldy? What is the value of the collection? Is the collection insured? At what value? May we have a list of the pieces in the DWV collection and their value? Has the cost of building a storage area in the new facility been considered vs the value of the DWV collection? Past councils have sold property given to DWV and has chosen to sell the properties. Has selling the DWV art collection been considered?*

3. *Jennifer Webb. At the meeting of June 15th, UAA presented the first consideration of engaging the public to determine what components of the vision the public wanted to see in the new facility. Your immediate reaction and statement was that "We need them all." It seems that as you commented, all components of the original vision are now included in the UAA/DWV draft vision. Please comment on why all components are needed as opposed to a nice to have and why they have been included even though community feed-back has shown that they seemingly don't share that vision.*

4. *Christie and UAA - Guiding Principle 9 - At the AFAC meeting of July 13th, UAA reported, making several comments, that the community workshop feedback indicated a community shift from a destination facility to a community-based facility. Please comment as to why "Include space and programs that will boost tourism" is still included in the Guiding Principles. Please give an example of programs that would boost tourism.*

NEXT MEETING

9. NEXT MEETING

It was Moved and Seconded:

THAT the next Arts Facilities Advisory Committee meeting be scheduled for January 19, 2022 at 3 p.m. and be held in-person in the Cedar Room at West Vancouver Community Centre.

CARRIED

ADJOURNMENT

10. ADJOURNMENT

It was Moved and Seconded:

THAT the December 14, 2022 Arts Facilities Advisory Committee meeting be adjourned.

CARRIED

The meeting adjourned at 3:39 p.m.

Certified Correct:

s. 22(1)
[Redacted Signature]

Chair

s. 22(1)
[Redacted Signature]

Committee Clerk

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
ARTS FACILITIES ADVISORY COMMITTEE MEETING MINUTES
CEDAR ROOM, WEST VANCOUVER COMMUNITY CENTRE
THURSDAY, JANUARY 19, 2023**

Committee Members: G. Nichols (Chair), P. Bowles, G. Froome, B. Helliwell, E. McHarg, L. Radage, J. Wexler, R. Yaworsky; and Councillor Snider attended the meeting in the Cedar Room, West Vancouver Community Centre. Absent: R. Brown, L. Nahanee, C. Sully, and J. Webb.

Staff: D. Niedermayer, Senior Manager, Cultural Services; C. Rosta, Cultural Services Manager (Staff Representative); and F. Costa, Cultural Services Department Secretary (Committee Clerk) attended the meeting in the Cedar Room, West Vancouver Community Centre.

1. CALL TO ORDER

The meeting was called to order at 3:07 p.m.

2. Election of Chair for 2023

It was Moved and Seconded:

THAT G. Nicholls be elected as Chair for 2023.

CARRIED

It was Moved and Seconded:

THAT L. Radage be elected as Acting Chair for 2023.

CARRIED

3. Committee Meeting Schedule for 2023

It was Moved and Seconded:

THAT the Arts Facilities Advisory Committee Meeting Schedule for 2023 be adopted as follows:

- February 9, 2023 at 3 p.m.;
- March 16, 2023 at 3 p.m.;
- April 13, 2023 at 3 p.m.;
- May 11, 2023 at 3 p.m.;
- June 8, 2023 at 3 p.m.;
- July 13, 2023 at 3 p.m.;
- September 14, 2023 at 3 p.m.;
- October 12, 2023 at 3 p.m.;
- November 9, 2023 at 3 p.m.; and
- December 7, 2023 at 3 p.m.

CARRIED

It was Moved and Seconded:

THAT all remaining Arts Facilities Advisory Committee meetings for 2023 be held in-person at the Cedar Room in the West Vancouver Community Centre.

CARRIED

4. Annual Committee Evaluation for 2022

It was Moved and Seconded:

THAT the report regarding Annual Committee Evaluation for 2022 be received for information.

CARRIED

5. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the January 19, 2023 Arts Facilities Advisory Committee meeting agenda be amended by:

- Moving Item 11 to be considered immediately following Item 6;

AND THAT the agenda be approved as amended.

CARRIED

6. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT

1. the November 10, 2022 Capital Funding Subcommittee meeting minutes be adopted as circulated;
2. the November 22, 2022 Governance Subcommittee meeting minutes be adopted as circulated; and
3. the December 14, 2022 Arts Facilities Advisory Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

11. Arts & Culture Facility Capital Funding Framework

Chair introduced Alex Toporowski from the Altus Group to present a preliminary report including the cost estimate for a freestanding facility and a mixed-use facility, along with different ways of funding an arts centre through Community Amenity Contributions (CAC's), land sales, and public-private partnerships. Committee members discussed the information presented, asked questions, and suggested updates.

It was Moved and Seconded:

THAT the discussion regarding Arts & Culture Facility Capital Funding Framework be received for information.

CARRIED

7. Council Liaison Update

Councillor Snider informed the Committee that there is an ongoing discussion with property owners in West Vancouver regarding potential locations for an arts centre.

It was Moved and Seconded:

THAT the verbal report regarding Council Liaison Update be received for information.

CARRIED

8. Arts & Culture Advisory Committee Update

P. Bowles informed the Committee that the Arts & Culture Advisory Committee (ACAC) elected a new chair at their last meeting, S. Swan, and that the ACAC is working on a report to Council with recommendations regarding arts and culture sector governance in West Vancouver. ACAC will be meeting with other Committees of Council and arts organizations to discuss. ACAC is also discussing an update to the Arts & Culture Strategy.

It was Moved and Seconded:

THAT the verbal report regarding Arts & Culture Advisory Committee Update be received for information.

CARRIED

9. Arts & Culture Facility Vision and Concept

The Committee discussed an updated version of the vision & concept, and guiding principles. A few changes were suggested and the report was approved pending confirmation of principle 7 by the District's Corporate Communications and the Committee's Squamish Nation representative.

It was Moved and Seconded:

THAT the Arts & Culture Facility Vision and Concept be approved.

CARRIED

10. Arts & Culture Facility Governance Model

Staff informed the Committee that Urban Arts Architecture has been researching different governance models in the last few months, and that they will be facilitating workshops with potential future key tenants on January 23, 2023, and with arts organizations that would be occasional renters on January 26, 2023. The workshops will review potential governance models for a new arts facility. Committee members are welcome to attend as observers on January 26, 2023.

It was Moved and Seconded:

THAT the discussion regarding Arts & Culture Facility Governance Model be received for information.

CARRIED

11. Arts & Culture Facility Capital Funding Framework

Considered immediately following Item 6.

PUBLIC QUESTIONS

12. PUBLIC QUESTIONS

J. Chalmers: Asked about the responses regarding the questions handed out in the Committee meeting on December 14, 2022;

B. Shard: Asked that the word "Indigenous" be removed after "Coast Salish" in the guiding principle number 7 in the vision and concept report; commented that the Altus Group presented their analysis considering a 21,000 sf new building and that the vision concept considers 25,000 sf.

NEXT MEETING

13. NEXT MEETING

Staff confirmed that the next Arts Facilities Advisory Committee meeting is scheduled for February 9, 2023 at 3 p.m. and held in-person in the Cedar Room at the West Vancouver Community Centre.

14. ADJOURNMENT

It was Moved and Seconded:

THAT the January 19, 2023 Arts Facilities Advisory Committee meeting be adjourned.

CARRIED

The meeting adjourned at 4:47 p.m.

Certified Correct:

s. 22(1)

s. 22(1)

Chair

Committee Clerk



WEST VANCOUVER MEMORIAL LIBRARY BOARD

MINUTES

December 14, 2022, 7:00 p.m.

Welsh Hall

Present: A. Nimmons [Chair], C. Garton, P. Cottier, R. Fisher, A. Krawczyk, S. Sanajou, J. Sidhu, R. Shimoda, S. Thompson, T. Wachmann, L. Yu, F. Zhu

Regrets: D. Diedericks, N. Gambioli

Staff: S. Hall, S. Barton-Bridges, S. Felkar, S. Gill, S. Dale

1. Call to Order

The meeting was called to order at 7:02 p.m.

2. Approval of Agenda

The following amendment was made to the Agenda:

- Addition of item 6. b) Board Constitution; and,
- Councillor Thompson will provide the Council Update for item 12.

Moved by: A. Nimmons

Seconded by: F. Zhu

THAT the Agenda be approved.

CARRIED

3. Approval of Consent Agenda

Moved by: A. Nimmons

Seconded by: A. Krawczyk

THAT the Consent Agenda be approved.

CARRIED

4. Business Arising from Minutes

None.

5. Director

a) Update

S. Hall provided an update on the Director's report. Please see report attached.

A. Nimmons spoke to the positive patron comments and expressed gratitude to the Youth Department for an outstanding job. He noted that this is a great example of how the Library provides inclusion to all.

b) Presentation: Book Challenges Protocol

S. Felkar spoke to the challenges and long-term impacts public libraries face with regards to book banning.

She highlighted the following sections from the existing Library Board Policy Manual that can be used as guidance:

- Section 1. Philosophy and Intellectual Freedom; and,
- Section 8. Collection Development – Access and Requests for Review.

A. Nimmons noted it was helpful for the board to have a sense of the challenges coming in, in addition to the types of patron incidents staff face.

S. Hall advised that the Library is working with the District on a Workplace Violence Prevention assessment and an update will be provided to the Board in the New Year.

6. Governance

a) 2023 Library Board Meeting Schedule

A. Nimmons noted that the 2023 Library Board meeting schedule is consistent with the previous year, with meetings being held the third Wednesday of the month, with no meetings scheduled in March or August.

The Board approved the proposed West Vancouver Memorial Library Board 2023 Meeting Schedule.

R. Fisher advised that he is pursuing a Master's Degree and will be absent for the January and February Board meetings. He agreed to read the Board packages and minutes and will communicate with the Board during that time.

b) Board Constitution

A. Nimmons reminded the Board that at the November Board meeting, the trustees supported the HR Committee proceeding to make recommendations on appointments and re-appointments to Council. He noted that Council appointed B. Hafizi to the West Vancouver Memorial Library Board and re-appointed A. Nimmons, A. Krawczy, and T. Wachmann.

A. Nimmons thanked J. Sidhu for his services to both the Board and Engagement Committee.

J. Sidhu addressed the Board.

A. Nimmons spoke to the structure of the Board commenting on the governance issue of not having an odd number of Trustees.

A. Nimmons also advised that F. Zhu has completed 8 years of service on the Library Board and acknowledged her contributions and commitment to serving the Library.

F. Zhu expressed her appreciation for being part of the Library and thanked the Board and staff.

7. Strategy

A. Nimmons thanked staff and the Board for the Strategic Framework annual review workshop. In general, the framework is still supported. The Board asked the Director to make minor revisions to the Framework to include more reference to the support and development of staff. S. Hall will return with a revised version at January's meeting.

8. Finance

a) Updated Proposed 2023 Operating and Capital Budget Submission

R. Shimoda advised that the Operating and Capital budget has been updated by deferring two facility items relating to skylights and windows to 2024 and updating the Help Desk project dollars. The Finance Committee has reviewed the budget.

Moved by: R. Shimoda

Seconded by: L. Yu

To approve the updated proposed 2023 Operating Budget, 2023 One-Time Initiatives, 2023 Capital Budget along with rankings, and the 2024-2033 Capital Forecast for submission to the District.

CARRIED

9. InterLink Update

a) Provisional 2023 InterLINK Budget

R. Shimoda advised that the 2023 Provisional Budget is provided to the Board for information and comment purposes only.

Moved by: R. Shimoda

Seconded by: J. Sidhu

THAT the Board receive the provisional InterLink budget as an information item.

CARRIED

10. Infrastructure Committee

A. Krawczyk reported on the following projects:

- The building envelope condition assessment by an external consultant is complete and it includes observations and recommendations on improving certain aspects of the building envelope. Facilities will be reviewing the report as it will help inform future upgrades to improve building efficiency;
- The Recording Studio project is underway and Chad has been busy assembling the studio. This work will carry on through early 2023;
- Concrete for the exterior stairs west surface has been poured and a December completion date is expected; and,
- The rooftop patio has been converted into a partial parking lot and a permanent community demonstration garden.

Steph noted staff are looking at potential funding options to install an accessible vertical lift next spring.

11. Engagement Committee

J. Sidhu spoke to the Community Relations Opportunity calendar that was circulated with the Board Package and noted that "An Evening with Jody Wilson-Raybould hosted by Angela Sterritt" was well attended.

He suggested that in addition to a tour, Council be invited to special events hosted by the Library. A few upcoming events were highlighted as possibilities, including the January 25 Robbie & Rabbits Robbie Burns/Lunar New Year celebration, the February 3

Friday Night Concert, or the January 28 author talk. It was also suggested that after the initial Council tour/event, Trustees be invited to reach out to their assigned Councillor to meet for coffee and follow up discussion.

S. Thompson spoke to the importance of building relationships with the Councillors and suggested that they be invited to attend a Board meeting.

A. Nimmons mentioned that the Police Board has a Council Liaison which may be another approach to consider.

J. Sidhu suggested that staff prepare a summary of recent engagements, including with Indigenous communities, to share with the Committee so the Committee can hear about the effectiveness and status of various community engagements.

S. Hall provided an update on the EDI Committee work to date. The committee has completed the self assessment in the Global DEI Benchmark tool. The tool is comprehensive and offers a large number of best practices to aspire to, not all of which can be pursued at once, given capacity. Prioritized recommendations are under development.

12. Council Update

S. Thompson provided an update highlighting the following:

- The new Mayor and Council are getting are getting acquainted;
- Suggested inviting Council for a tour of the Library;
- The first Council meeting in the new year is scheduled for January 16, 2023;
- Mayor Sager will be holding three separate meetings with representatives of Tsleil-Waututh Nation, Squamish Nation, and Musqueam Nation and in the New Year the Councils of the three Nations and the DWV Council will meet;
- Meet your MLA on January 30, 2023;
- The Rotary Club of West Vancouver is hosting a blood donation clinic on Wednesday, December 21, 2022.

13. New Business

A. Nimmons mentioned that elections for Chair and Vice Chair will occur at the first meeting in January. He encouraged interested trustees to speak to C. Garton or himself.

C. Garton will once again lead an inclusive process for determining committee appointments. She'll look to find out where interest lies, including leadership and liaison opportunities.

A. Nimmons thanked S. Hall and S. Dale for their work and presented them with flowers. They both thanked the trustees noting that it is a pleasure working for them.

14. Date of Next Meeting

Wednesday, January 18, 2023, 7 p.m.

15. Adjournment

Moved by: A. Nimmons

Seconded by: R. Fisher

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 8:37 p.m.

All documents distributed at the meeting are available for perusal upon request.

s. 22(1)

Alastair Nimmons
Chair, West Vancouver Memorial Library Board

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
ART MUSEUM ADVISORY COMMITTEE MEETING MINUTES
VIA ELECTRONIC COMMUNICATION FACILITIES
TUESDAY, JANUARY 10, 2023**

Committee Members: F. Patterson (Chair), M. Adamian, D. Becker, K. Duffek, C. Gotay, K. Hall, B. Helliwell, D. LaCas, M. Price, R. Van Halm; and Councillor Watt attended the meeting via electronic communication facilities.

Staff: H. Letwin, Administrator/Curator (Staff Representative) and D. Niedermayer, Senior Manager, Cultural Services attended the meeting via electronic communication facilities.

1. CALL TO ORDER

The meeting was called to order at 10:05 a.m.

2. Welcome and Committee Orientation

Orientation for the two new committee members will take place at 10 a.m. on January 13.

It was Moved and Seconded:

THAT the discussion regarding Welcome and Committee Orientation be received for information.

CARRIED

3. Election of Chair for 2023

It was Moved and Seconded:

THAT F. Patterson be elected as Chair for 2023.

CARRIED

It was Moved and Seconded:

THAT D. LaCas be elected as Acting Chair for 2023.

CARRIED

4. Committee Meeting Schedule for 2023

It was Moved and Seconded:

THAT the Art Museum Advisory Committee Meeting Schedule for 2023 be adopted as follows:

- February 7, 2023 at 10 a.m.;
- March 14, 2023 at 10 a.m.;
- April 4, 2023 at 10 a.m.;
- May 9, 2023 at 10 a.m.;
- June 6, 2023 at 10 a.m.;

- July 4, 2023 at 10 a.m.;
- September 12, 2023 at 10 a.m.;
- October 10, 2023 at 10 a.m.; and
- November 7, 2023 at 10 a.m.

CARRIED

It was Moved and Seconded:

THAT

1. all remaining Art Museum Advisory Committee meetings for 2023 be held via electronic communication facilities only;
2. the Raven Room in the Municipal Hall be designated as the place where the public may attend to hear, or watch and hear, the Art Museum Advisory Committee meeting proceedings; and
3. a staff member be in attendance at the Raven Room in the Municipal Hall for each of the scheduled meetings.

CARRIED

5. Annual Committee Evaluation for 2022

It was Moved and Seconded:

THAT the discussion regarding Annual Committee Evaluation for 2022 be received for information.

CARRIED

6. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the January 10, 2023 Art Museum Advisory Committee meeting agenda be approved as circulated.

CARRIED

7. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the November 15, 2022 Art Museum Advisory Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

8. Subcommittees Appointments

It was Moved and Seconded:

THAT

1. M. Adamian, D. Becker, F. Patterson, and M. Price be appointed to the Fundraising Subcommittee; and

2. K. Duffek, C. Gotay, K. Hall, D. LaCas, F. Patterson, and R. Van Halm be appointed to the Programming Subcommittee.

CARRIED

9. Administrator / Curator's Report

H. Letwin reported on the following:

- The new exhibition, Under the Shade of the Lotus Tree: Pari Azarm Motamedi and Rozita Moinishriazi opens with a public reception on the evening of January 24, from 6 to 8 p.m.
- The dates for West Coast Modern Week have been confirmed for July 4 to 9, 2023.
- The Fall Ask brought in donations of around \$4,500.
- The West Vancouver Art Museum is partnering with the Library, the Historical Society and the Architectural Foundation of BC to present a lecture by Adele Weder on Ron Thom for Heritage Week on February 22. The event will occur in the Welsh Hall of the Library.
- D. LaCas is scheduled to present the Annual Council Report with H. Letwin on the evening of January 16.

It was Moved and Seconded:

THAT the verbal report regarding Administrator / Curator's Report be received for information.

CARRIED

10. Strategic Planning and Work Plan for 2023

The Work Plan for 2023 was reviewed by the Committee.

It was Moved and Seconded:

THAT

1. the discussion regarding Strategic Planning be received for information; and
2. the Work Plan for 2023 be supported and presented to Council for consideration.

CARRIED

PUBLIC QUESTIONS

11. PUBLIC QUESTIONS

There were no questions.

NEXT MEETING

12. NEXT MEETING

Staff confirmed that the next Art Museum Advisory Committee meeting is scheduled for February 7, 2023 at 10 a.m. via electronic communication facilities.

13. ADJOURNMENT

It was Moved and Seconded:

THAT the January 10, 2023 Art Museum Advisory Committee meeting be adjourned.

CARRIED

The meeting adjourned at 11:15 a.m.

Certified Correct:

s. 22(1)

Chair

s. 22(1)

Staff Representative

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
COMMUNITY GRANTS COMMITTEE MEETING MINUTES
CEDAR ROOM, WEST VANCOUVER COMMUNITY CENTRE
FRIDAY, JANUARY 13, 2023**

Committee Members: V. Holysh (Chair), K. Louie, J. Mascal, G. McCurdy, L. Mulholland, S. Price, L. Rogers, J. Verner; and Councillor L. Watt attended the meeting in the Cedar Room, West Vancouver Community Centre. Absent: N. Baker.

Staff: D. Niedermayer, Senior Manager of Cultural Services (Staff Representative); and D. Godfrey, Community Services Department Secretary (Committee Clerk) attended the meeting in the Cedar Room, West Vancouver Community Centre.

1. CALL TO ORDER

The meeting was called to order at 9:02 a.m.

2. New Member Introduction

All members introduced themselves and provided background as it relates to the committee's purpose.

3. Election of Chair for 2023

It was Moved and Seconded:

THAT V. Holysh be elected as Chair for 2023.

CARRIED

It was Moved and Seconded:

THAT L. Rogers be elected as Acting Chair for 2023.

CARRIED

4. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the January 13, 2023 Community Grants Committee meeting agenda be amended by:

- Adding a new item regarding 2023 Work Plan;
- Adding a new item regarding Permissive Tax Exemptions;
- Re-ordering the agenda as follows:
 - Approval of Agenda
 - Adoption of Minutes
 - Committee Meeting Schedule for 2023
 - 2023 Work plan
 - Grant Process Orientation

- Subcommittee Assignments
- Subcommittee Meeting Dates
- Permissive Tax Exemption
- Annual Evaluation for 2022
- Public Questions
- Next Meeting
- Adjournment

AND THAT the agenda be approved as amended.

CARRIED

5. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the December 2, 2022 Community Grants Committee meeting minutes be adopted as circulated.

CARRIED

6. **Committee Meeting Schedule for 2023**

It was Moved and Seconded:

THAT the Community Grants Committee Meeting Schedule for 2023 be adopted as follows:

- February 10, 2023 at 8:30 a.m.;
- March 24, 2023 at 8:30 a.m.;
- April 21, 2023 at 8:30 a.m.;
- May 19, 2023 at 8:30 a.m.;
- June 16, 2023 at 8:30 a.m.;
- September 14, 2023 at 5 p.m.;
- October 12, 2023 at 5 p.m.;
- November 9, 2023 at 5 p.m.; and
- December 14, 2023 at 5 p.m.

CARRIED

It was Moved and Seconded:

THAT all remaining Community Grants Committee meetings for 2023 be held in-person at the Cedar Room in the West Vancouver Community Centre.

CARRIED

REPORTS / ITEMS

7. **2023 Work Plan**

Staff presented the 2023 Work Plan that was previously reviewed in December 2022, contents of which are included in the presentation to Council scheduled for January 16, 2023. Discussion was held regarding updating the committee's framework document and the committee's structure and how meetings might be

conducted. D. Niedermayer and V. Holysh will meet with Legislative Services staff for guidance in that area once clarity is confirmed on the business that will be conducted at the meetings.

It was Moved and Seconded:

THAT the 2023 Work Plan be amended to add an item to create a committee guidelines document which would be completed during January and February and that the Work Plan be approved as amended.

CARRIED

8. Grant Process Orientation

V. Holysh presented a proposed committee orientation plan. Staff were directed to create and distribute a committee level guidelines document which will provide some direction on how the adjudication process works. This document is operational and not part of the framework.

J. Verner suggested that orientation participants have a hard copy of a grant application form during the orientation to make notes. General discussion regarding content of the orientation session was held.

It was Moved and Seconded:

THAT the Grant Process Orientation be held immediately following the February committee meeting.

CARRIED

9. Subcommittee Assignments

Discussion was held regarding each committee members preferences for subcommittee assignments. Additional discussion was also held regarding general adjudication suggestions. It was noted that subcommittee members have the freedom to communicate with grant applicants to assist in their adjudication process if needed.

It was Moved and Seconded:

THAT

1. L. Rogers, S. Price, and L. Mulholland be appointed to the Arts, Culture & Heritage Subcommittee; and
2. J. Verner, V. Holysh, G. McCurdy, K. Louie, and N. Baker be appointed to the Community & Social Services Subcommittee.

CARRIED

10. Subcommittee Meeting Dates

This item was deferred to the next meeting.

11. Permissive Tax Exemption

D. Niedermayer provided an overview of the District's Permissive Tax Exemption process, the Finance and Audit Committee's request to have the Permissive Tax Exemption application put into the Foundant Portal, and their request to have the Community Grants Committee adjudicate applications to provide a community lens to the process. The current review process is staff based. Some discussion was held regarding the value of the Community Grants Committee members reviewing the permissive tax exemption applications. It was also noted that decisions would not be financial in nature but rather simply yes/no as to whether an organization qualified for an exemption and some ranking of their application based on services/space they provide to the community.

It was Moved and Seconded:

THAT staff provide the Committee with a copy of the current tax exemption application form, any related legislative framework, and a rationale from the Finance Department on the proposal to have the Community Grants Committee review these applications before the next meeting.

CARRIED

12. Annual Committee Evaluation for 2022

A brief discussion was held regarding the results and completion rate of the annual evaluation form. It was noted that few committee members completed the form and that more reminders are needed to encourage better participation.

It was Moved and Seconded:

THAT the report regarding Annual Committee Evaluation for 2022 be received for information.

CARRIED

PUBLIC QUESTIONS

13. PUBLIC QUESTIONS

There were no questions.

NEXT MEETING

14. NEXT MEETING

Staff confirmed that the next Community Grants Committee meeting is scheduled for February 10, 2023 at 8:30 a.m. and will be held in-person in the Cedar Room, West Vancouver Community Centre.

15. ADJOURNMENT

It was Moved and Seconded:

THAT the January 13, 2023 Community Grants Committee meeting be adjourned.

CARRIED

The meeting adjourned at 10:36 a.m.

Certified Correct:
s. 22(1)

Chair

s. 22(1)

Committee Clerk

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
PUBLIC ART ADVISORY COMMITTEE MEETING MINUTES
RAVEN ROOM, MUNICIPAL HALL
TUESDAY, JANUARY 17, 2023

Committee Members: E. Fiss (Chair), P. Azarm Motamedi, D. Huhn, B. Kaiser, A. Nazar, J. Oakes; and Councillor L. Watt attended the meeting in the Raven Room, Municipal Hall. Absent: M. Rahnama.

Staff: D. Niedermayer, Senior Manager, Cultural Services (Staff Representative); L. Thackray, Cultural Services Program Coordinator; and F. Costa, Cultural Services Department Secretary (Committee Clerk) attended the meeting in the Raven Room, Municipal Hall.

1. CALL TO ORDER

The meeting was called to order at 3:03 p.m.

2. Welcome and Committee Orientation

Committee members introduced themselves. D. Huhn, A. Nazar and J. Oakes were welcomed to the Committee.

It was Moved and Seconded:

THAT the discussion regarding Welcome and Committee Orientation be received for information.

CARRIED

P. Azarm Motamedi absent at the vote

3. Election of Chair for 2023

It was Moved and Seconded:

THAT E. Fiss be elected as Chair for 2023.

CARRIED

P. Azarm Motamedi absent at the vote

It was Moved and Seconded:

THAT the Acting OR Co Chair election for 2023 be deferred for the next meeting so all members can have opportunity to apply.

CARRIED

P. Azarm Motamedi absent at the vote

4. Committee Meeting Schedule for 2023

P. Azarm Motamedi entered the meeting at 3:20 p.m.

It was Moved and Seconded:

THAT the Public Art Advisory Committee Meeting Schedule for 2023 be adopted as follows:

- February 14, 2023 at 1 p.m.;
- March 14, 2023 at 1 p.m.;
- April 11, 2023 at 1 p.m.;
- May 16, 2023 at 1 p.m.;
- June 13, 2023 at 1 p.m.;
- July 18, 2023 at 1 p.m.;
- September 19, 2023 at 1 p.m.;
- October 17, 2023 at 1 p.m.;
- November 14, 2023 at 1 p.m.; and
- December 12, 2023 at 1 p.m.

CARRIED

It was Moved and Seconded:

THAT all remaining Public Art Advisory Committee meetings for 2023 be held in-person at the Raven Room in the Municipal Hall.

CARRIED

5. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the January 17, 2023 Public Art Advisory Committee meeting agenda be approved as circulated.

CARRIED

6. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the December 21, 2022 Public Art Advisory Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

7. Annual Committee Evaluation for 2022

It was Moved and Seconded:

THAT the report regarding Annual Committee Evaluation for 2022 be received for information.

CARRIED

8. Council Liaison Update

Councillor Watt commented on the new work of public art installed at the main entrance at Municipal Hall and thanked E. Fiss for the presentation to Council at their meeting on January 16, 2023. Councillor Watt also informed the members that Council's strategic and budget planning is underway.

It was Moved and Seconded:

THAT the verbal report regarding Council Liaison Update be received for information.

CARRIED

9. Work Plan 2023

The Work Plan for 2023 was approved by Council at their meeting on January 16, 2023. Staff commented that the Arts & Culture Advisory Committee is planning to meet with the District Committees related to arts, culture and heritage to discuss an update to the Arts & Culture Strategy as it expires in 2023. The Work Plan 2023 action items were discussed. It was recommended that Staff check with the Engineering Department about the possibility of having the propeller from Horseshoe Bay Park moved to the Eagle Ridge Roundabout when the propeller needs to be moved to finish upgrades to the Park.

It was Moved and Seconded:

THAT the discussion regarding Work Plan 2023 be received for information.

CARRIED

10. Current Public Art Projects Discussion

Staff informed the Committee about the current public art projects as follows:

- The public art project at Municipal Hall will be completed on Friday, January 20, 2023. An unveiling event will be scheduled with the artist.
- The public art projects at Navy Jack Point Park and Weston Park are underway.
- A Council report is being prepared regarding the restoration work to the Welcome Figure in Ambleside for approval of funding.

It was requested that Staff share the approved proposals for the public art projects at Navy Jack Point Park and Weston Park. Staff will contact the artist Imu Chan to clarify questions arising regarding the Navy Jack Point Park project.

B. Kaiser left the meeting at 4:27 p.m.

It was Moved and Seconded:

THAT the discussion regarding Current Public Art Projects Discussion be received for information.

CARRIED

B. Kaiser absent at the vote

PUBLIC QUESTIONS

11. PUBLIC QUESTIONS

A. Green: Suggested public art should be considered at the Eagle Ridge Roundabout at the exit of the highway in Horseshoe Bay or at Whytecliff Park. It is a larger roundabout and should not be a distraction to drivers.

NEXT MEETING

12. NEXT MEETING

B. Kaiser returned to the meeting at 4:34 p.m.

It was Moved and Seconded:

THAT the next Public Art Advisory Committee meeting be scheduled for February 14, 2023 at 1 p.m. and held in-person in the Raven Room at Municipal Hall.

CARRIED

ADJOURNMENT

13. ADJOURNMENT

It was Moved and Seconded:

THAT the January 17, 2023 Public Art Advisory Committee meeting be adjourned.

CARRIED

The meeting adjourned at 4:36 p.m.

Certified Correct:

s. 22(1)
[Redacted Signature]

Chair

s. 22(1)
[Redacted Signature]

Committee Clerk

From: Cindy L. Mayne
Sent: Thursday, February 9, 2023 4:42 PM
To: s. 22(1)
Cc: correspondence; Jim Bailey
Subject: Council Correspondence - s. 22(1)

Dear s. 22(1),

Thank you for writing to Mayor and Council regarding the subdivision located at Ski Lift Road, known as the Union Court subdivision.

You have inquired about the general timeline of the development. Since the 12-lot subdivision was approved approximately 10 years ago, three houses have been completed (Lots 1 to 3) and construction has started on the next three houses (Lots 4 to 6). The District does not have authority to compel property owners to obtain building permits to construct the homes within a specified timeframe after a subdivision is approved. The District continues to process and review the building permits for this site as they are brought forward by the owner. As well, the District conducts enforcement to ensure that construction sites remain safe and tidy.

Sincerely,

Cindy Mayne on behalf of Jim Bailey, Director of Planning & Development Services
Executive Assistant to the Director of Planning & Development Services | District of West Vancouver
t: 604-925-7178 | westvancouver.ca



From: [REDACTED] s. 22(1)
Sent: Friday, February 3, 2023 3:06 PM
To: correspondence
Subject: Property Ski lift Road

CAUTION: This email originated from outside the organization from email address [REDACTED] s. 22(1). Do not click links or open attachments unless you validate the sender and know the content is safe. If you believe this e-mail is suspicious, please report it to IT by marking it as SPAM.

Approximately 14 years ago this parcel of land got a planning permit from WV Municipality. As yet only three houses have been built with for sale sign out front. Occasionally they have open house which I have attended, the sales person can not answer (1) any questions. It a total JOKE.

Please inquire what is going on, in our neighborhood .

[REDACTED] s. 22(1)

West Vancouver

[REDACTED] s. 22(1)

Sent from my iPhone