

## **COUNCIL CORRESPONDENCE UPDATE TO MARCH 22, 2023 (8:30 a.m.)**

### **Correspondence**

- (1) 2 submissions, March 16, 2023, regarding Proposed Arts & Culture Facility**
- (2) March 17, 2023, regarding “Foot of Sixth at Marine Drive”**
- (3) West Vancouver Chamber of Commerce (2 submissions), March 17 and 21, 2023, regarding Upcoming Events and Programs**
- (4) March 17, 2023, regarding “The restored Ferry Building roof is sporting St. Patrick’s Day colours today!”**
- (5) March 20, 2023, regarding “West Vancouver Traffic Safety - 13th Street, Ambleside”**
- (6) Committee and Board Meeting Minutes – Community Engagement Committee meetings November 2, 2022 and February 8, 2023; Arts Facilities Advisory Committee and Subcommittee meetings February 9 and 27, 2023; Public Art Advisory Committee meeting February 14, 2023; and Board of Variance hearing February 15, 2023**

### **Correspondence from Other Governments and Government Agencies**

- (7) P. Weiler, M.P. (West Vancouver-Sunshine Coast-Sea to Sky Country), March 15, 2023, regarding “Call for Proposals - 2SLGBTQI+ Community Capacity Fund”**
- (8) The District of North Vancouver, March 15, 2023, regarding “ACDI Letter to Mayor and Council”**

### **Responses to Correspondence**

- (9) Legislative Services Clerk, March 16, 2023, response to J. Fyfe regarding “Local Special Olympics athlete going to World Games”**
- (10) Senior Manager of Cultural Services, March 21, 2023, response regarding “The restored Ferry Building roof is sporting St. Patrick’s Day colours today!”**

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**From:** [REDACTED] s. 22(1)  
**Sent:** Thursday, March 16, 2023 1:52 PM  
**To:** correspondence  
**Subject:** arts facility

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**Count me in for a new West Van Art Facility.  
Thank you.**

[REDACTED] s. 22(1)

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

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**From:** [REDACTED] s. 22(1)  
**Sent:** Thursday, March 16, 2023 2:35 PM  
**To:** correspondence  
**Subject:** West Van Art Centre

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Hello

As West Van residents and two of the many, older art students who are serious to learn, we would welcome a proper arts centre in West Vancouver ; where young and old can learn and enjoy Art in all of its many forms .  
Thank you for listening !

[REDACTED] s. 22(1)

West Van  
[REDACTED] s. 22(1)

Sent from my iPhone

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**From:** [REDACTED] s. 22(1)  
**Sent:** Friday, March 17, 2023 8:05 AM  
**To:** correspondence  
**Subject:** Foot of Sixth at Marine Drive

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Please advise who is responsible for the walkway to Marine Drive from Sixth Street south of Clyde Avenue in West Vancouver. It is very much in need of a clean up.

Regards,  
[REDACTED] s. 22(1)

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

[REDACTED] s.22(1)



**From:** West Vancouver Chamber of Commerce <info@westvanchamber.com>  
**Sent:** Friday, March 17, 2023 4:46 PM  
**To:** correspondence  
**Subject:** 📅 Semi-Annual MLA Update and 2023 BC Provincial Budget Review

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**Semi-Annual MLA Update and 2023 BC Provincial Budget Review**



**MLA Karin Kirkpatrick**  
West Vancouver-Capilano



**MLA Jordan Sturdy**  
West Vancouver-Sea to Sky

**Wednesday March 22, 3:00-4:30pm**

**Members - Free**

**Non-Members - \$10**

Join us for an update with the provincial MLAs representing West Vancouver, MLA Karin Kilpatrick and MLA Jordan Sturdy. Businesses are working hard to recovery from the pandemic and despite optimism there are fresh challenges over inflation and business support. This is your opportunity to hear firsthand from our representatives in Victoria.

The past several months have been busy for the BC Legislature with announcements and new initiatives launched. The 2023 BC Budget was announced by the provincial Government on February 28<sup>th</sup> (see [bcbudget.gov.bc.ca/2023](https://bcbudget.gov.bc.ca/2023)). Join for a discussion as to key areas of the budget and the proposed programs, support, and initiatives included. We will dedicate a major part of the session to questions from attendees.

If there is a specific area you would like to discuss, please submit your suggestions to [info@westvanchamber.com](mailto:info@westvanchamber.com). Topics will be forwarded to the MLAs in advance.

**\*Registration is required. Please click the button below to save your seat.**

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The Rotary Club of West Vancouver Sunrise & British Pacific Properties are proud to present The **12th Annual Rotary Ride for Rescue** in support of [North Shore Rescue and Rotary Humanitarian Causes](#).

For more information and to register, please visit the website at [rotaryrideforrescue.org](http://rotaryrideforrescue.org).

*\*Early-Bird registration until May 9th. Registration fee will increase after May 10th.*

*\*If you would like information on becoming a sponsor for this event, please contact Karen Harrison at [khbowyer@gmail.com](mailto:khbowyer@gmail.com) for a sponsorship package.*



# 12TH ANNUAL ROTARY RIDE FOR RESCUE

## JUNE 10<sup>TH</sup> 2023

Presented by the Rotary Club of West Vancouver Sunrise & British Pacific Properties



**BRITISH PACIFIC PROPERTIES**



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<https://www.rotaryrideforrescue.org>



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**From:** West Vancouver Chamber of Commerce <info@westvanchamber.com>  
**Sent:** Tuesday, March 21, 2023 5:07 PM  
**To:** correspondence  
**Subject:** TOMORROW! Semi-Annual MLA Update and 2023 BC Provincial Budget Review

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# West Vancouver Chamber



West Vancouver Chamber of Commerce

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**Semi-Annual MLA Update and 2023 BC Provincial Budget Review**



**MLA Karin Kirkpatrick**  
West Vancouver-Capilano



**MLA Jordan Sturdy**  
West Vancouver-Sea to Sky

**TOMORROW** - Wednesday March 22, 3:00-4:30pm  
West Vancouver Memorial Library

Join us for an update with the provincial MLAs representing West Vancouver, MLA Karin Kilpatrick and MLA Jordan Sturdy. Businesses are working hard to recovery from the pandemic and despite optimism there are fresh challenges over inflation and business support. This is your opportunity to hear firsthand from our representatives in Victoria.

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**\*Registration is required. Please click the button below to save your seat.**

Members - Free

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**MEMBER NEWS**



Cypress Mountain is happy to announce all proceeds from the Sky Chair auction totaling **\$40,730.85**, have been donated to the Indigenous Life Sport Academy.

Cypress Mountain have been proud sponsors of the First Nations Snowboard Team, now part of the ILSA, since 2003! The Indigenous Life Sport Academy provides Indigenous youth with unstructured and semi-structured sports alike, creating social change and development within Indigenous communities.

Read more [HERE](#)

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From: [REDACTED] s. 22(1)  
Sent: Friday, March 17, 2023 5:33 PM  
To: correspondence <correspondence@westvancouver.ca>  
Cc: Mark Sager <mark@westvancouver.ca>; Sharon Thompson <sthompson@westvancouver.ca>; Peter Lambur <plambur@westvancouver.ca>; Christine Cassidy <ccassidy@westvancouver.ca>; Scott Snider <ssnider@westvancouver.ca>; Linda Watt <lwatt@westvancouver.ca>; Nora Gambioli <ngambioli@westvancouver.ca>  
Subject: The restored Ferry Building roof is sporting St. Patrick's Day colours today!

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Dear Mayor and Council,

The Ferry Building's north roof and north side of the dormer on its west roof have gone green in honour of St. Patrick's Day today! Jokes aside, see the 2 attached photos. A lovely renovated building but such an ugly roof!

I assume this to be the old roof, albeit surely cleaned and inspected, so is it acceptable that the roof is already turning green from moss buildup? I am no expert but I heard there are things the contractor could have done to prevent this from happening. Can this excessive moss be addressed before the District signs off on the project completion or at least before the grand opening?

The WV community, me included, look forward to the imminent opening of this building. However, I note that the District's Ferry Building website incorrectly states 'The federal and provincial governments are investing in restoring the 108-year-old Ferry Building...'. Firstly, the building is 110 years old this year and, secondly, the municipal government (i.e. all of us!) also contributed towards the restoration by way of our Community Amenity Contribution fund (CAC's). In my opinion, leaving off the WV community's contribution is very misleading. Thus the statement should really read something like 'The District together with the federal and provincial governments have invested in restoring the now 110-year-old ...'

<https://ferrybuildinggallery.ca/about>

For those interested in the project cost (and at the risk of spoiling the grand opening party), I was able to capture the actual amounts from this link on the District's former Ferry Building website.

<https://westvancouver.ca/sites/default/files/dwv/council-agendas/2021/jan/25/21jan25-10.3.pdf>

Here's a summary of the total budgeted cost of the Ferry Building Restoration project and the contribution breakdown, as extracted from this Jan 25th/21 council report.

June 20, 2016: Total cost is initially estimated to be \$1,268,000. Federal grant \$500,000. District contribution \$768,000.

Feb 11, 2019: Total cost is now estimated to be \$2,525,900. Federal/provincial grant \$1,852,242 (i.e. The Government of Canada is investing \$1,010,360 through the Investing in Canada Infrastructure Program's Community, Culture, and Recreation Infrastructure Stream (CCRIS), and the Government of British Columbia is contributing \$841,882). District contribution \$673,658 (but approved by Council to go as high as \$1,000,000).

Jul 6, 2020: Total cost is now estimated to be \$3,200,000. Federal/provincial grant \$1,852,242. District contribution is now \$1,347,758 (but approved by council to go as high as \$1,350,000).

This is an alarming >2.5 times the originally cost estimate. How did the total cost balloon from \$1,268,000 to what could be \$3,200,000? Scope creep? Labour/construction cost? Supply chain issues? Poorly estimated? As well, now nearly 3 years later, is this project still within the budgeted \$3,200,000 and when will the final actual cost be published?

Though the Ferry Building Restoration project is certainly insignificant in cost in comparison to the tens of millions it will cost to build the proposed new Arts Facility, it's a good example as to how costs always inevitably escalate. The worry to the taxpayer is, from whence comes the shortfall, if funds were to run out partway through building a new Arts Facility!

Sincerely,

s. 22(1)

West Vancouver, BC

s. 22(1)







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**From:** [REDACTED] s. 22(1)  
**Sent:** Monday, March 20, 2023 1:44 PM  
**To:** correspondence  
**Cc:** Mark Sager; Linda Watt; Sharon Thompson; Scott Snider; plambur@wetvancouver.ca; Christine Cassidy; Nora Gambioli  
**Subject:** West Vancouver Traffic Safety - 13th Street, Ambleside  
**Attachments:** 2023 Letter WV Traffic Safety .pdf

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Please see attached correspondence.

Your reply is appreciated.

Respectfully,

[REDACTED] s. 22(1)

March 20, 2023

Traffic Safety Department  
Mayor and Councillors  
District of West Vancouver  
750 17<sup>th</sup> Street  
West Vancouver, BC  
V7V 3T3

Dear Sir/Madame:

**Re: 13<sup>th</sup> Street, Ambleside – 30 Km/hr Traffic Speed Zone**

The District of West Vancouver has implemented 30 km speed zones or speed humps to calm traffic in various Ambleside areas. The 30 km zone appears to be a cost-effective program to control traffic speed on the 1300 and 1400 blocks of Fulton Avenue, and other areas such as Inglewood, Kings, Esquimalt and the other areas on 13<sup>th</sup> street directly across from Hollyburn and Ridgeview Elementary Schools.

Will the Municipality of West Vancouver consider implementing a 30 km speed zone between Ridgeview and Hollyburn elementary schools on the 800 and 1000 blocks of 13<sup>th</sup> Street in Ambleside to provide traffic calming? It may be necessary for the following five reasons:

1. 1300 and 1400 blocks of Fulton Avenue are 30 km speed zones now and 13<sup>th</sup> Street is being used to bypass these speed zones – an unintentional result of reducing the speed on Fulton Avenue which is a thoroughfare street;
2. Location is strategically located between two elementary schools (Hollyburn & Ridgeview) - and the stop signs between Fulton & Inglewood Streets;
3. Increased vehicular traffic caused by commuters 'short-cutting' and bypassing the congested Ambleside area and using 13<sup>th</sup> Street to reach or exit Marine Drive;
4. Speed control for vehicles using 13<sup>th</sup> Street roadway as a thoroughfare to Marine Drive between the two existing 30 km traffic zones between the nearby schools; and
5. Improving safety and additional traffic calming measure for school kids and area residents along this roadway resulting from increased traffic.

Please advise if this 30 km/hr traffic speed zone is possible and how to coordinate it.

Yours truly,

s. 22(1)

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER  
COMMUNITY ENGAGEMENT COMMITTEE MEETING MINUTES  
RAVEN ROOM, MUNICIPAL HALL  
WEDNESDAY, NOVEMBER 2, 2022**

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Committee Members: E. McHarg (Acting Chair), J. Berg, G. Nicholls, J. Roote, and J. Sidhu; and Councillor N. Gambioli attended the meeting in the Raven Room, Municipal Hall. Absent: L. Carver and J. Webbe; and Councillors C. Cameron (Chair) and S. Thompson.

Staff: D. Powers, Director of Community Relations & Communications; K. Andrzejczuk, Acting Communications & Engagement Manager (Staff Liaison); J. Lawlor, Senior Manager of Community Services; and A. Gelz, Youth & Seniors' Services Manager attended the meeting in the Raven Room, Municipal Hall.

**1. CALL TO ORDER**

The meeting was called to order at 3:33 p.m.

**2. APPROVAL OF AGENDA**

It was Moved and Seconded:

THAT the November 2, 2022, Community Engagement Committee meeting agenda be approved as circulated.

CARRIED

**3. ADOPTION OF MINUTES**

It was Moved and Seconded:

THAT the September 7, 2022, Community Engagement Committee meeting minutes be adopted as circulated.

CARRIED

**REPORTS / ITEMS**

**4. Seniors' Activity Centre Needs and Feasibility Assessment Engagement Plan**

J. Lawlor (Senior Manager of Community Services) informed that the Seniors' Activity Centre has adapted over the years to suit growing and changing needs; and that staff have engaged hcma Architecture + Design to conduct a feasibility study that will inform the long-term plan associated with delivering the programs and services that meet the needs of the community.

D. Powers (Director, Community Relations & Communications) spoke relative to the document regarding "Communications & Engagement Overview: West Vancouver Seniors' Activity Centre study" and provided an overview of the draft engagement plan:

- Purpose: to help staff and the Seniors' Activity Centre Advisory Board in planning for the services and spaces that will meet the needs of current and future seniors;
- Engagement objectives: to inform the public about the study; and engage with seniors (current and non-users), future seniors, and under-represented demographics, including Farsi and Chinese speakers, to learn about current and future needs;
- Engagement methods: survey (online and paper); targeted and non-targeted discussion groups (in-person and virtual);
- Key messages: communicate the topic of aging in a way that celebrates aging; help redefine 55+ life and shape the future of the Seniors' Activity Centre;
- Title of engagement will be "Engage with Age";
- Promotion will include all the usual tactics, including newspaper advertising, posters in District facilities, digital promotion, and Chinese and Farsi advertising;
- Target audiences: seniors who do and do not identify as seniors; seniors who do and do not use the Seniors' Activity Centre; seniors whose first language is not English; families supporting seniors; and future seniors, especially those 45 years of age and older; and
- Staff plan to report to Council in summer 2023.

Discussion ensued and the Community Engagement Committee provided the following feedback:

- Ensure the key messages support the objective and align with the survey; there is currently a disconnect as the survey is focusing on the facility, but key messages are more holistic; J. Lawlor informed that the basis of planning for the future is to understand what the Seniors' Activity Centre offers now;
- Focus on the values, needs, and services rather than the facility;
- Consider how the Ambleside Local Area Plan will align with plans for the Seniors' Activity Centre;
- Consider the timeline of the plan, which will define what age groups to engage;
- Add to the key messages: explain why a plan is needed and the last time staff reviewed the needs; provide statistics of current and anticipated future use;
- It will be challenging to engage younger seniors and those who are not yet seniors; consider how to engage those groups effectively;
- Survey:
  - Question 1: consider whether the list should include the West Vancouver Memorial Library; clarify whether the Fitness Centre is part of the Aquatic Centre;



- Questions 1 and 5: broaden timeframe to three years; change to “have you regularly used”;
- Questions 3 and 4: Avoid saying “why not”; change to “what are the barriers”;
- Questions 3 and 5: Be more specific about whether you are referring to public or private facilities;
- Do not use the abbreviation for the Seniors' Activity Centre;
- Reduce the number of open-ended questions;
- Question 6 (f): Change to “What spaces do you feel need to be expanded”;
- Question 6 (i): important activities are missing; as there is data from registrations, consider whether this question needs to be included; categorize into registered and drop-in programs;
- Question 7: include more options; add language barriers; allow participants to “check all that apply”;
- Question 8: consider what new programs are possible;
- Consider wording around age, such as focusing on health and activity rather than aging; “how do you envision spending your 60s, 70s...”;
- Consider whether Fit Fellas should be targeted;
- Adjust wording to say “community services” rather than “recreation; “District facilities” rather than “recreation facilities”;
- Consider an intergenerational facility rather than a dedicated seniors' facility; J. Lawlor informed that social connectivity is a benefit of a dedicated facility;
- Focus on use rather than age;
- Consider population trends and planning for when the senior popular surge passes and needs are reduced;
- Consider holding discussion groups in advance of the survey; and
- Include mention of previous studies.

It was Moved and Seconded:

THAT the report regarding Seniors' Activity Centre Needs and Feasibility Assessment Engagement Plan be received for information.

CARRIED

## 5. 2023 Budget Engagement

D. Powers (Director, Community Relations & Communications) spoke relative to the memo regarding “2023 Budget Engagement” and provided the following overview of the 2023 Budget Engagement Plan:

- Based on the success of the 2022 budget engagement, staff plan to follow the same engagement procedure as in 2022;

- The process begins with an information campaign to raise awareness about the budget, followed by the release of the budget proposal and collection of feedback by providing a variety of opportunities to learn about the proposed budget; staff have developed a streamlined internal process for responding to public questions quickly;
- Tactics include in-person and virtual meetings, the Q&A tool on westvancouver.lte, a video, and information documents;
- The primary difference between 2022 and 2023 will be timing; as no engagement will begin until the new Council has been sworn in, the release of the proposed budget will be pushed to January;
- Key messages will include municipal obligations, Council's Strategic Goals, impacts to the taxpayer, and how to provide feedback; and
- The focus of the engagement is primarily to inform; and all feedback will be reported to Council for consideration.

Discussion ensued and the Community Engagement Committee provided the following:

- The 2022 budget engagement was well done and successful; and supports using the same tactics for 2023;
- Key messages: avoid focusing on COVID-19; focus on new Council Strategic Goals; how inflation is impacting the District, how tax funding impacts service;
- Anticipate that recycling, utilities, and staffing costs will be hot topics;
- Consider developing an infographic to explain what goes into the budget; and
- Consider developing a video with simple examples.

It was Moved and Seconded:

THAT the report regarding 2023 Budget Engagement be received for information.

CARRIED

## **6. Staff Update: Review of Engagement Underway**

D. Powers (Director, Community Relations & Communications) provided updates on the following:

- Municipal Hall upgrade project: the upgrades are nearing completion and Municipal Hall will be opening soon;
- Staffing update: A. Mafi has left the District; K. Andrzejczuk (Acting Communications & Engagement Manager) will take over the role of staff liaison of the Community Engagement Committee;
- Committee recruitment: 18 membership applications were received for the Community Engagement Committee; new members will be appointed at a future Council meeting;

- Arts Planning: Visioning: Three open houses to confirm the vision and mission are happening this week at West Vancouver Community Centre; an Engagement Summary Report will be presented at a future Council meeting; and
- Lime e-bike survey: A satisfaction survey for those who do and do not use Lime e-bikes will be launched in November, in collaboration with the District of North Vancouver, City of North Vancouver, and Lime Bikes.

It was Moved and Seconded:

THAT the report regarding Staff Update: Review of Engagement Underway be received for information.

CARRIED

## PUBLIC QUESTIONS

### 7. PUBLIC QUESTIONS

There were no questions.

## NEXT MEETING

### 8. NEXT MEETING

It was Moved and Seconded:

THAT the next Community Engagement Committee meeting be scheduled for January 10, 2023 at 3 p.m. and be held in-person at the Raven Room in the Municipal Hall.

CARRIED

## ADJOURNMENT

### 9. ADJOURNMENT

It was Moved and Seconded:

THAT the November 2, 2022 Community Engagement Committee meeting be adjourned.

CARRIED

The meeting adjourned at 5:26 p.m.

Certified Correct:

s. 22(1)

s. 22(1)

Staff Liaison

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER  
COMMUNITY ENGAGEMENT COMMITTEE MEETING MINUTES  
RAVEN ROOM, MUNICIPAL HALL  
WEDNESDAY, FEBRUARY 8, 2023**

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Committee Members: E. McHarg, J. Berg, C. Fraser, A. Labelle, G. Nicholls, J. Roote, and J. Sidhu; and Councillors S. Thompson (Chair), N. Gambioli, and P. Lambur attended the meeting in the Raven Room, Municipal Hall.

Staff: D. Powers, Director of Community Relations & Communications; D. Hawkins, Senior Manager, Community Planning and Sustainability; K. Andrzejczuk, Acting Communications & Engagement Manager (Staff Representative); and M. Spitale-Leisk, Communications Assistant (Committee Clerk) attended the meeting in the Raven Room, Municipal Hall.

**1. CALL TO ORDER**

The meeting was called to order at 3:31 p.m.

**2. APPROVAL OF AGENDA**

It was Moved and Seconded:

THAT the February 8, 2023 Community Engagement Committee meeting agenda be approved as circulated.

CARRIED

**3. ADOPTION OF MINUTES**

K. Andrzejczuk (Acting Communications & Engagement Manager) informed that the time R. Bartlett (Chief Administrative Officer) left and then re-entered the January 10, 2023 Community Engagement Committee meeting was changed.

It was Moved and Seconded:

THAT the January 10, 2023 Community Engagement Committee meeting minutes be adopted as circulated.

CARRIED

**REPORTS / ITEMS**

**4. Ambleside Local Area Plan Engagement**

D. Hawkins (Senior Manager, Community Planning and Sustainability) spoke relative to the document regarding "Communications & Engagement Overview: Ambleside Local Area Plan" and informed that:

- Staff have prepared three, high-level draft conceptual options for engagement purposes, based on direction they received from Council in June 2022;
- Council endorsed at their regular meeting on February 6, 2023, a relatively new engagement approach for the Ambleside Local Area Plan (LAP);

- The draft plan options are more visual and will allow people to see the proposals in context and to scale;
- The goal is to generate conversations through engagement and put more ideas on the table for discussion and encourage new ideas from the community;
- Staff will be engaging with local stakeholder groups, including Ambleside Dundarave Business Improvement Association, Ambleside Dundarave Residents Association, West Vancouver Chamber of Commerce, and other local groups, as well as District committees;
- The public will review the plans and share feedback in an interactive workshop format; and
- Staff will provide an Ambleside LAP engagement update to Council in June 2023.

Discussion ensued and the Community Engagement Committee provided the following feedback:

- Consider who will participate in the public workshops and holding additional workshops or a town hall meeting if there is sufficient interest;
- Request participants review the material in advance of the workshops;
- Include a pre-information package for workshop attendees with a link to the February 6, 2023, Council presentation;
- Ensure the workshop facilitator is experienced and all voices are captured;
- Workshops are a significant time commitment and some people might not feel comfortable participating; explore convenient ways for people to provide feedback; consider those who are not comfortable with email or certain technology;
- Engage youth, young adults, and seniors in a way that is meaningful and familiar to them; consider strategic grouping;
- Make the engagement process feel relaxed and enjoyable for participants;
- Consider hosting information pop-ups in different areas of Ambleside, such as John Lawson Park;
- Consider how you measure success with the engagement and ensure those goals are met;
- Seek input from all West Vancouver residents, not just those who live in Ambleside, with a fair balance between the two;
- Advise engagement participants of the next steps and the outcome of their involvement, being clear and transparent about what staff are going to do with the feedback that is received; consider offering a workshop satisfaction survey;
- Consider holding public workshops that are three hours long, like the stakeholder workshops;

- Consider the appropriate number of participants for the stakeholder workshops;
- Describe the draft plans as three visions, rather than options;
- Consider inviting submissions from other Ambleside stakeholder groups, including West Vancouver Schools, local unions, churches, community centre and library users, the Royal Canadian Legion, and sports and social clubs;
- Consider how staff will separate Ambleside commercial centre discussions from neighbourhood discussions;
- Consider video content, including an aerial view of Ambleside, as an engagement strategy; the visual aspect is key for engagement;
- Consider how inclusive the engagement strategy is; the number and diversity of people involved is important;
- Seek to also engage with those who cannot find suitable housing in West Vancouver, including young people, those looking to downsize and stay in the community, and those who work in West Vancouver but don't live here;
- Be prepared for questions regarding housing targets and how it will affect the neighbourhood; present a variety of land-use options in the workshop materials;
- Inform the public of the Ambleside LAP timeframe;
- Explain to the public the difference between an Official Community Plan (OCP) and an LAP, and how they integrate together;
- Be prepared for questions regarding the geographical boundaries of Ambleside and Dunderave;
- Continue to invite local First Nations to be part of the engagement process;
- Ensure participants understand the land use and building form scope of the Ambleside Local Area Plan and how it relates with other West Vancouver initiatives, such as parks and transportation systems; and
- The timeline is very tight when compared to other Local Area Plan engagements; consider that spring break falls during the engagement period.

D. Hawkins informed that:

- A workshop registration system would be set up and advertised to the public;
- Engagement tactics include a mailout for approximately 7,000 people who live in the Ambleside neighbourhood, an advertisement in the North Shore News, and information on the website;
- The workshops will not be limited to Ambleside residents; and registrants will be asked to indicate which neighbourhood they live in for data gathering;
- Staff will hold as many public workshops as appropriate while working within the pre-established timeline for reporting back to Council;

- Workshops are energizing and the best format for this type of engagement, whereas town hall formats have less dialogue;
- Three tables of approximately eight people is an ideal number for the public workshops;
- The two-hour timeframe for public workshops is based on experience from previous engagements and how much time participants can dedicate;
- Workshop groups should be as diverse as possible so participants can hear a range of perspectives about Ambleside and learn from each other;
- Participants can sign up for email updates on the web page, which includes an engagement timeline;
- Staff reached out to the local First Nations last summer to advise them of the draft plan options being prepared and offered meetings, which they will continue to do;
- Staff are being urged by Council to move the engagement process forward efficiently; and
- The Ambleside LAP is a 20+ year vision.

J. Sidhu queried regarding what the public participation spectrum will be for the Ambleside LAP engagement; D. Powers (Director of Community Relations & Communications) informed that the engagement is at the levels of inform, consult, and collaborate and participants will choose how they wish to engage based on individual comfort levels.

Discussion ensued and the Community Engagement Committee provided the following feedback:

- Consider hosting information sessions where D. Hawkins delivers an adequately-paced presentation on the Options Booklet, explains how the Ambleside LAP process reached this point, and provides background information about the OCP; D. Powers informed that, given the short time frame, staff will consider the feasibility of a virtual meeting and record it.
- Consider have a presentation centre open from 9 a.m. to 5 p.m. at the Seniors' Activity Centre or West Vancouver Community Centre for people to drop in and watch a video presentation or view a model of the draft plan options at their leisure; have it run by staff or volunteers, who can assist people and collect feedback; or stream the video presentation on monitors; D. Powers informed that staff resources and the level of work required to deliver the engagement program will be considered.

J. Sidhu queried regarding how many phases of engagement there will be; D. Hawkins informed that this phase will provide a lot of information for Council to work with and Council will decide if future engagement phases are required.

A member of the public commented regarding the following:

- Proposed concepts do not deal with housing issues for retirees and young people in West Vancouver;

- Host an information session in tandem with LAP engagement about sustainable development and consider what makes a sustainable community; and
- Consider that more people are working remotely and not commuting as much.

M. Fillipoff (member of the public) commented regarding the following:

- The proposed engagement timeline is too rushed;
- Suggested hosting workshops for West Vancouver citizens before the local stakeholder groups;
- Consider the number of housing units being proposed; and
- The term options is too restrictive; call them visions.

A member of the public commented regarding correspondence with staff.

Councillor Thompson queried regarding how staff will interact with the public during the LAP engagement process; D. Hawkins informed that the website includes contact information for staff and the public will know who is responding to enquiries.

J. Chalmers (member of the public) commented regarding the following:

- The video presentation is a great idea;
- Suggested having workshop registration information posted on monitors at the community centre; and
- Queried whether Community Engagement Committee meetings can be held in hybrid format (online and in-person); D. Powers informed that staff are working on converting the Raven Room at Municipal Hall for hybrid meetings with an anticipated completion date of July 2023.

A member of the public commented regarding the following:

- Suggested holding one or more LAP town hall meetings; and
- The OCP engagement workshops.

B. Shard (member of the public) commented regarding the following:

- Mayor Sager and plans for town hall meetings;
- Focus on engaging with Ambleside residents;
- Housing affordability; and
- Queried regarding the permitted height of proposed buildings on the Marine Drive corridor; D. Hawkins informed that it varies by option but the height is never more than nine storeys and as described; the options are engagement materials to invite dialogue and input.

B. Chaworth-Musters (member of the public) commented that Ambleside town centre is for the entire community.

R. Azar (member of the public) commented regarding the following:



- They are a member of the local Iranian community and offered to help with engagement; D. Powers informed she would like to exchange contact information; according to the latest Census, West Vancouver's two largest language groups after English are Chinese and Persian; and staff have been developing a communication program to reach those audiences for the last year;
- Diversity is important with engagement; and
- Suggested having a holistic strategy for the engagement plan.

D. Hawkins left the meeting at 5:23 p.m. and did not return.

It was Moved and Seconded:

THAT the report regarding Ambleside Local Area Plan Engagement be received for information.

CARRIED

## 5. New Website Review

K. Andrzejczuk (Acting Communications & Engagement Manager) spoke relative to the item regarding "New Website Review" and informed that:

- There is a website feedback form on the website and a variety of comments have been received and logged for review;
- Some of the feedback is very high level and will take some time for staff to review; and
- Most of the feedback is coming from recreation users familiarizing themselves with the new registration system; D. Powers (Director of Community Relations & Communications) informed that a video tutorial is on the website and staff are available to assist with questions.

Discussion ensued and the Community Engagement Committee provided the following feedback:

- The new website is much better, user friendly, and easy to navigate;
- Feedback is being addressed in a timely manner;
- It is hard to find staff contact information; consider putting general department email addresses on the website; K. Andrzejczuk informed that there is a Contact Us page link on the website homepage that will be made more prominent;
- The homepage banner takes up too much space and content lower on the page can be missed;
- The link to the District's Privacy Policy on the homepage is useful;
- Add more visuals, including photos and maps;
- Add a tennis court map;
- A link to the westvancouverITE public engagement platform is missing from the homepage;

- Provide a way to view all upcoming events on the calendar; D. Powers informed that the calendar has a filter feature and users can choose to select Council meetings, committee meetings, or general community events;
- The Ambleside Par 3 web page incorrectly indicates the golf course is currently open for play;
- Make Early Years program information more visible on the website;
- Make the cemetery web page more prominent and include the plot map that was on the old website;
- Make information about District volunteer opportunities and careers more prominent on the website;
- Consider how mobile friendly the new website is;
- Ensure transit information is easily accessible; and
- Look at which webpages are visited the most; D. Powers informed that, on the day the new website launched, January 26, 2023, analytics showed the top website hits were all related to recreation, including the aquatic centre, community centre, and the Activity Search Tool.

It was Moved and Seconded:

THAT the report regarding New Website Review be received for information.

CARRIED

## 6. Staff Update

D. Powers (Director, Community Relations & Communications) spoke relative to the document regarding “Staff update to Community Engagement Committee–February 8, 2023” and informed that:

- 2023 Budget: Staff are analyzing feedback and working to address questions and post responses on the engagement website; and that the engagement summary report most likely will not be ready in time for the next Finance Committee meeting;
- Ambleside Local Area Plan: This is the next engagement project;
- Urban Forest Management Plan: An update will be brought to the Community Engagement Community, tentatively in April 2023;
- Klee Wyck Park and Hugo Ray Park Pickleball: Summary reports for both engagements will be presented to the Community Engagement Community in March 2023; and
- Going forward, staff will be bringing engagement summary reports to the Community Engagement Committee.

E. McHarg queried regarding the Arts & Culture: Visioning engagement; D. Powers informed that staff are working on the report for the consultation.

It was Moved and Seconded:

THAT the report regarding Staff Update be received for information.

CARRIED

## **7. Committee Member Update**

E. McHarg and C. Fraser informed they attended budget information meetings at the Seniors' Activity Centre; and E. McHarg informed that the meeting room felt hidden away.

Councillor Thompson informed there were more staff at the budget information meeting than members of the public; D. Powers (Director, Community Relations & Communications) informed that there were 11 members of the public and eight staff at both in-person meetings, and 15 members of the public attended the virtual session.

Councillor Thompson queried about the value of the information meetings and how much it costs to put them on; D. Powers informed the participation numbers vary from year to year; questions that come out of these meeting are extremely valuable; and staff will monitor interest for the information meetings.

Councillor Thompson suggested having an open-house office for two weeks during the budget period, where the public can make an appointment to review the budget with a staff member.

It was Moved and Seconded:

THAT the report regarding Committee Member Update be received for information.

CARRIED

## **PUBLIC QUESTIONS**

### **8. PUBLIC QUESTIONS**

M. Fillipoff (member of the public) commented regarding the following:

- Queried regarding the mandate of the Community Engagement Committee; D. Powers (Director, Community Relations & Communications) informed that the Community Engagement Committee mandate is to ensure that each engagement is the best that it can be, that staff do the best possible job of meeting the community's needs, and that the District receives feedback from as many community members as possible.
- Queried whether public comments made in this meeting are going to be included in the feedback for the Ambleside LAP options; D. Powers informed that all of the feedback from the meeting will go into the refinement of the LAP engagement plan.

C. Fraser left the meeting at 5:51 p.m. and did not return.

**NEXT MEETING**

**9. NEXT MEETING**

Staff confirmed that the next Community Engagement Committee meeting is scheduled for March 8, 2023 at 3:30 p.m. and held in-person in the Raven Room at Municipal Hall.

**10. ADJOURNMENT**

It was Moved and Seconded:

THAT the February 8, 2023 Community Engagement Committee meeting be adjourned.

CARRIED

C. Fraser absent at the vote

The meeting adjourned at 5:53 p.m.

s. 22(1)

s. 22(1)

Committee Clerk

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER  
ARTS FACILITIES ADVISORY COMMITTEE MEETING MINUTES  
CEDAR ROOM, WEST VANCOUVER COMMUNITY CENTRE  
THURSDAY, FEBRUARY 9, 2023**

---

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

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 3:02 p.m.

**2. APPROVAL OF AGENDA**

It was Moved and Seconded:

THAT the February 9, 2023 Arts Facilities Advisory Committee meeting agenda be approved as circulated.

CARRIED

L. Nahanee and L. Radage absent at the vote

**3. ADOPTION OF MINUTES**

It was Moved and Seconded:

THAT the January 19, 2023 Arts Facilities Advisory Committee meeting minutes be adopted as circulated.

CARRIED

L. Nahanee and L. Radage absent at the vote

**REPORTS / ITEMS**

**4. Council Liaison Update**

It was Moved and Seconded:

THAT the verbal report regarding Council Liaison Update be deferred to the next meeting.

CARRIED

L. Nahanee and L. Radage absent at the vote

**5. Arts & Culture Advisory Committee Update**

Staff reported on the Arts & Culture Advisory Committee's (ACAC) meeting on February 2nd. After conducting a research project talking to nine other communities about the role of their arts councils and the general governance of the cultural

sector in their communities, the ACAC is ready to meet with other District Committees of Council related to arts and culture, and larger arts organizations such as Kay Meek Arts Centre and West Vancouver Arts Council. The joint meetings will be to report back on some of the findings and discuss ways to collaborate more closely and be more effective in making recommendations to Council regarding the support and governance of the sector.

It was Moved and Seconded:

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

CARRIED

L. Nahanee and L. Radage absent at the vote

## **6. Arts & Culture Facility Governance Model**

Shelley Craig and Alan Tse, from Urban Arts Architecture, presented the preliminary report regarding the potential governance models for a new Arts & Culture Centre and the preferred model presented at the community workshops with key tenants and occasional renters. The Committee discussed the information presented, asked questions, and offered inputs for the report for clarification. Discussion was held regarding the details of the three operational models presented: municipally owned and managed, non-profit, and the hybrid model. Members agreed that a hybrid model, similar to the operational model used at the West Vancouver Community Centre, would be the preferred governance model to recommend to Council for a new Arts & Culture Centre. It is a successful method that has worked very well for West Vancouver. Further discussion was deferred to the next meeting.

L. Radage entered the meeting at 3:09 p.m.

L. Nahanee entered the meeting at 3:15 p.m.

It was Moved and Seconded:

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

CARRIED

## **7. Arts & Culture Facility Capital Funding Framework**

Staff informed that the Altus Group is working on a final report with different scenarios for the funding framework, including details on the costs analysed. It was recommended that an extra meeting should be scheduled before the next Committee meeting in March.

It was Moved and Seconded:

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

CARRIED

## PUBLIC QUESTIONS

### 8. PUBLIC QUESTIONS

B. Shard: Asked if the governance model most costly to the municipality would be the municipally owned and managed, hybrid, and the non-profit in this order; questioned if the decision about the models was made by staff and the consultants; questioned if the West Vancouver Community Arts Council could run the arts facility considering the non-profit model; questioned if the new arts facility would be taking renters from other arts facilities; asked for the list of attendants in the Governance workshops; questioned the Arts & Culture Advisory Committee's plan to meet with other Committees of Council.

B. Chaworth-Musters: Questioned a comment made about rental space rates for Theatre West Van's rehearsals in a new Arts & Culture Centre compared to Kay Meek Arts Centre.

## NEXT MEETING

### 9. NEXT MEETING

It was Moved and Seconded:

THAT

1. a Capital Funding Subcommittee meeting be scheduled for February 27, 2023 at 4:30 p.m. and be held in-person in the Cedar Room at the West Vancouver Community Centre; and
2. the next Arts Facilities Advisory Committee meeting be scheduled for March 16, 2023 at 3 p.m. and be held in-person in the Cedar Room at the West Vancouver Community Centre.

CARRIED

### 10. ADJOURNMENT

It was Moved and Seconded:

THAT the February 9, 2023 Arts Facilities Advisory Committee meeting be adjourned.

CARRIED

The meeting adjourned at 4:31 p.m.

Certified Correct:

s. 22(1)

Chair

s. 22(1)

Committee Clerk

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER  
ARTS FACILITIES ADVISORY COMMITTEE  
CAPITAL FUNDING SUBCOMMITTEE MEETING MINUTES  
CEDAR ROOM, WEST VANCOUVER COMMUNITY CENTRE  
MONDAY, FEBRUARY 27, 2023

---

Committee Members: G. Nicholls (Chair), R. Brown, E. McHarg and J. Wexler attended the meeting in the Cedar Room, West Vancouver Community Centre. Absent: Councillor Snider and R. Yaworsky.

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 4:33 p.m.

**2. Election of Chair for 2023**

It was Moved and Seconded:

THAT G. Nicholls be elected as Chair for 2023.

CARRIED

E. McHarg absent at the vote

It was Moved and Seconded:

THAT no Acting or Co-Chair be elected for 2023.

CARRIED

E. McHarg absent at the vote

**3. APPROVAL OF AGENDA**

It was Moved and Seconded:

THAT the February 27, 2023 Capital Funding Subcommittee meeting agenda be approved as circulated.

CARRIED

E. McHarg absent at the vote

**REPORTS / ITEMS**

**4. Arts & Culture Facility Capital Funding Framework**

The Subcommittee discussed a summary report with three scenarios based on the information presented by the Altus Group during the Arts Facilities Advisory Committee (AFAC) meeting on January 19, 2023. A discussion was held regarding the costs and pros and cons of each scenario. Subcommittee members suggested updates and additions to the three scenarios, which will be presented to the full Committee for final review at the next AFAC meeting on March 16, 2023.

E. McHarg entered the meeting at 4:47 p.m.



It was Moved and Seconded:

THAT the discussion regarding Arts & Culture Facility Capital Funding Framework be supported.

CARRIED

**PUBLIC QUESTIONS**

**5. PUBLIC QUESTIONS**

B. Shard: Commented about the Cornerstone report (the Arts & Culture Facilities Plan-June 2019) that considered Ambleside as being the location for the new Arts Centre, and the number of parking spaces; asked the reason for considering only 100 parking spaces on the analysis from the Altus Group; commented that the land sale option would not go well with the public; questioned the third scenario including taxation; asked that, when considering District land, don't forget about Klee Wyck Park.

**NEXT MEETING**

**6. NEXT MEETING**

Staff confirmed that no additional Capital Funding Subcommittee meetings are scheduled for 2023.

**7. ADJOURNMENT**

It was Moved and Seconded:

THAT the February 27, 2023 Capital Funding Subcommittee meeting be adjourned.

CARRIED

The meeting adjourned at 5:53 p.m.

Certified Correct:

s. 22(1)

s. 22(1)

Chair

Committee Clerk

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER  
PUBLIC ART ADVISORY COMMITTEE MEETING MINUTES  
RAVEN ROOM, MUNICIPAL HALL  
TUESDAY, FEBRUARY 14, 2023**

---

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

Staff: D. Niedermayer, Senior Manager, Cultural Services (Staff Representative); 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 1:01 p.m.

**2. APPROVAL OF AGENDA**

It was Moved and Seconded:

THAT the February 14, 2023 Public Art Advisory Committee meeting agenda be approved as circulated.

CARRIED

**3. ADOPTION OF MINUTES**

It was Moved and Seconded:

THAT the January 17, 2023 Public Art Advisory Committee meeting minutes be adopted as circulated.

CARRIED

**REPORTS / ITEMS**

**4. Election of Chair for 2023**

It was Moved and Seconded:

THAT B. Kaiser be elected as Acting Chair for 2023.

CARRIED

**5. Council Liaison Update**

Councillor Watt informed the Committee that Council has been very busy with the annual budget approval. Councillor Watt will send a link to the Ambleside Local Area Plan Options for the Committee's information.

It was Moved and Seconded:

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

CARRIED

## 6. Current Public Art Projects Discussion

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

- Weston Park: Artists Cathy Chan & Ellie Niakan are currently working on shop drawings with the fabricator for the *Interchange* project. The project is progressing toward installation this summer. The artists will work closely with the District and structural engineers to refine this schedule once the drawings are completed.
- Navy Jack Point Park: Artist Imu Chan has submitted the final design report and additional information requested and is currently moving forward with fabrication of *Singsong* starting with the two 2D plaques. He is finalizing the digital files so that a digital mould can be created. The 3D rooster will be cast as soon as the 2D plaques are underway. The project is scheduled for end-of-summer installation.
- The Indigenous designed lampshades for the lampposts at Horseshoe Bay Park are underway. Phase 2 of the project at Horseshoe Bay will contemplate the relocation of the propeller (location not discussed or confirmed). Staff will connect with Engineering for the potential of the roundabout at Eagle Ridge Drive. The dog park area of Horseshoe Bay Park was also suggested as a location.

It was Moved and Seconded:

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

CARRIED

## 7. Committee Annual Work Plan Update

- Item #1: The Arts & Culture Advisory Committee (ACAC) is discussing an update to the Arts & Culture Strategy (2018-2023) (Strategy). The ACAC will be meeting with other Committees of Council and key arts organizations to discuss a process to update the Strategy, and overall governance of the arts and culture sector (as it relates to the District). The ACAC will share the results of research into arts councils in other communities and potential ways to work together for a more cohesive method of providing relevant recommendations to Council on behalf of the arts and culture sector.
- Item #5: Discussion was held regarding opportunities for temporary community public art projects. Staff to identify artists who could share their experience with community public art projects. It was recommended that this item be added to the next meeting agenda for further discussion.
- Item #6 - Regarding guest speakers and learning opportunities related to public art: Members suggested Jan Ballard or Alison Keller to speak about their experiences as public art consultants also providing the developers viewpoint.

It was Moved and Seconded:

THAT the discussion regarding Committee Annual Work Plan Update be received for information.

CARRIED

## 8. Staff Update

Staff provided an update on current public art projects as follows:

- The proposal for the restoration of the Welcome Figure totem pole in Ambleside is being considered by Council on February 27th;
- The Council Report for funding approval for public art at the SD45 sports field is on hold until Council receives an update from staff on a broader scope for the overall sports field project;
- The Martha Sturdy outdoor temporary public art piece at the Art Museum may be moved to the Harmony Arts Festival this summer;
- Planning for the “unveiling” of the Municipal Hall public art, *Succession*, is pending availability of the Mayor and the artist; and
- Restoration of the Klee Wyck totem pole will require a report to Council to approve funds; discussion is still underway to determine a budget for the work required.

It was Moved and Seconded:

THAT the verbal report regarding Staff Update be received for information.

CARRIED

## PUBLIC QUESTIONS

### 9. PUBLIC QUESTIONS

There were no questions.

## NEXT MEETING

### 10. NEXT MEETING

It was Moved and Seconded:

THAT

1. the next Public Art Advisory Committee meeting be scheduled for March 14, 2023 at 1 p.m. and be held in-person in the Raven Room at Municipal Hall;
2. the Public Art Advisory Committee meeting scheduled for May 16, 2023 at 1 p.m. be cancelled; and
3. a Public Art Advisory Committee meeting be scheduled for May 18, 2023 at 1 p.m. and be held in-person in the Raven Room at Municipal Hall.

CARRIED

## ADJOURNMENT

### 11. ADJOURNMENT

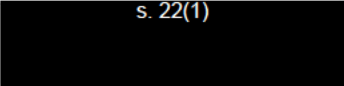
It was Moved and Seconded:

THAT the February 14, 2023 Public Art Advisory Committee meeting be adjourned.

CARRIED

The meeting adjourned at 2:04 p.m.

Certified Correct:

 s. 22(1)  
\_\_\_\_\_  
Chair

 s. 22(1)  
\_\_\_\_\_  
Committee Clerk

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER  
BOARD OF VARIANCE HEARING MINUTES  
VIA ELECTRONIC COMMUNICATION FACILITIES  
WEDNESDAY, FEBRUARY 15, 2023**

---

**BOARD MEMBERS:** Chair L. Radage and Members S. Abri, J. Elwick, D. Simmons, and R. Yaworsky attended the hearing via electronic communication facilities.

**STAFF:** P. Cuk, Board Secretary; T. Yee, Building Inspector; and V. Rae, Legislative Services Clerk, attended the hearing via electronic communication facilities.

**1. Call to Order**

The hearing was called to order at 5 p.m.

**2. Introduction**

Staff introduced the Board Members and described the hearing procedure.

**3. Confirmation of the Agenda**

It was Moved and Seconded:

THAT the February 15, 2023 Board of Variance hearing agenda be approved as circulated.

CARRIED

**4. Adoption of the January 18, 2023 Minutes**

Chair Radage referred to the minutes of the Board of Variance hearing held on January 18, 2023.

It was Moved and Seconded:

THAT the January 18, 2023 Board of Variance hearing minutes be adopted as circulated.

CARRIED

**5. Time Limit of Board of Variance Orders**

Chair Radage read out the following statement regarding Time Limit of Order Approving a Variance and noted that the time limit applied to each application approved by the Board:

Pursuant to section 542(3) of the *Local Government Act*, if a Board of Variance orders that a minor variance be permitted from the requirements of the bylaw, and the Order sets a time limit within which the construction of the building or structure must be completed, and the construction is not completed within that time, the permission of the Board terminates and the bylaw applies. Further, if

that construction is not substantially started within 2 years after the Order was made, or within a longer or shorter time period established by the Order, the permission of the Board terminates and the bylaw applies.

## 6. Application 23-009 (1221 Keith Road)

Member Radage recused herself (conflict of interest as she owns the subject property) and left the hearing at 5:04 p.m. Member Yaworsky assumed the Chair.

Staff confirmed the following requested variances regarding a proposed addition:

- a) 0.13 m to Combined Side Yard Setback
- b) 1.83 m to Front Yard Setback
- c) 24.2 m<sup>2</sup> to Floor Area Ratio.

Staff provided permit history of the subject property.

Member Abri left the hearing at 5:06 p.m. and returned to the hearing at 5:07 p.m. via electronic communication facilities.

Staff informed of written submissions received for this application prior to the Board of Variance hearing.

Written submissions received:

SUBMISSION AUTHOR	SUBMISSION DATED	#
L. Radage	February 14, 2023	1

K. Radage (1221 Keith Road) described the variance application for a proposed addition. Staff and K. Radage responded to Board members' questions.

Acting Chair Yaworsky queried whether anyone else had signed up to address the Board regarding the subject application. Staff informed that no one else had signed up to address the Board regarding the subject application.

Members of the Board considered:

- All of the submissions;
- Whether the application was for a minor variance that did not
  - result in inappropriate development of the site
  - adversely affect the natural environment
  - substantially affect the use and enjoyment of adjacent land
  - vary permitted uses and densities under the applicable bylaw; or
  - defeat the intent of the bylaw; and
- Whether compliance with the bylaw would cause the applicant undue hardship.



Having read the application dated January 16, 2023, including the applicant's letter, plans and all other related documents, and having read the statutory Notice of Hearing for the subject application, and having inspected and/or viewed images of the subject site, and having heard the submission of K. Radage:

It was Moved and Seconded:

THAT the Board finds that undue hardship would be caused to the applicant by compliance with Zoning Bylaw No. 4662, 2010 (as amended) and orders that Application 23-009 regarding a proposed addition at 1221 Keith Road with variances of:

- 0.13 m to Combined Side Yard Setback
- 1.83 m to Front Yard Setback
- 24.2 m<sup>2</sup> to Floor Area Ratio

BE ALLOWED pursuant to the plans dated January 8, 2023 submitted with the application; AND THAT if construction is not substantially started within 2 years of the issuance of the Order, the permission terminates and the Zoning Bylaw applies.

CARRIED

Member Radage absent at the vote

Member Radage returned to the hearing at 5:17 p.m. via electronic communication facilities and assumed the Chair.

#### 7. **Application 23-010 (1010 Braeside Street)**

Staff confirmed the following requested variances regarding a carport:

- a) 2.2% (19.7 m<sup>2</sup>) to Site Coverage Percentage
- b) 8.2% (72.7 m<sup>2</sup>) to Floor Area Ratio.

Staff informed of written submissions received for this application prior to the Board of Variance hearing.

Written submissions received:

SUBMISSION AUTHOR	SUBMISSION DATED	#
Redacted	February 14, 2023	1

Staff provided permit history of the subject property.

M. Jursevskis (Landscape Designer, Paul Sanga Creative, representing the owner of 1010 Braeside Street), M. Srivastava (Senior Landscape Architect, Paul Sanga Creative, representing the owner of 1010 Braeside Street), and M. Pillon (1010 Braeside Street) described the variance application for a carport. Staff and M. Srivastava responded to Board members' questions.

Chair Radage queried whether anyone else had signed up to address the Board regarding the subject application. Staff informed that no one else had signed up to address the Board regarding the subject application.

Members of the Board considered:

- All of the submissions;
- Whether the application was for a minor variance that did not
  - result in inappropriate development of the site
  - adversely affect the natural environment
  - substantially affect the use and enjoyment of adjacent land
  - vary permitted uses and densities under the applicable bylaw; or
  - defeat the intent of the bylaw; and
- Whether compliance with the bylaw would cause the applicant undue hardship.

Having read the application dated January 17, 2023, including the applicant's letter, plans and all other related documents, and having read the statutory Notice of Hearing for the subject application, and having inspected and/or viewed images of the subject site, and having heard the submissions of M. Jursevskis, M. Srivastava, and M. Pillon:

It was Moved and Seconded:

THAT the Board finds that undue hardship would be caused to the applicant by compliance with Zoning Bylaw No. 4662, 2010 (as amended) and orders that Application 23-010 regarding a carport at 1010 Braeside Street with variances of:

- 2.2% (19.7 m<sup>2</sup>) to Site Coverage Percentage
- 8.2% (72.7 m<sup>2</sup>) to Floor Area Ratio

BE ALLOWED pursuant to the plans dated December 12, 2022 submitted with the application; AND THAT if construction is not substantially started within 2 years of the issuance of the Order, the permission terminates and the Zoning Bylaw applies.

CARRIED

#### 8. **Application 23-011 (2484 Ottawa Avenue)**

Staff confirmed the following requested variance regarding a proposed single-family dwelling:

- a) 0.75 m to Building Height.

Staff informed of written submissions received for this application prior to the Board of Variance hearing.

Written submissions received:

SUBMISSION AUTHOR	SUBMISSION DATED	#
Redacted	February 2, 2023	1

Redacted	February 5, 2023	2
Arsa Design Inc.	February 13, 2023	3
Redacted	February 14, 2023	4

Staff provided permit history of the subject property.

A. Soodbakhsh, (Intern Architect, Arsa Design Inc., representing the owner of 2484 Ottawa Avenue) described the variance application for a proposed single-family dwelling. Staff responded to Board members' questions.

Chair Radage queried whether anyone else had signed up to address the Board regarding the subject application. Staff informed that no one else had signed up to address the Board regarding the subject application.

Members of the Board considered:

- All of the submissions;
- Whether the application was for a minor variance that did not
  - result in inappropriate development of the site
  - adversely affect the natural environment
  - substantially affect the use and enjoyment of adjacent land
  - vary permitted uses and densities under the applicable bylaw; or
  - defeat the intent of the bylaw; and
- Whether compliance with the bylaw would cause the applicant undue hardship.

Having read the application dated January 17, 2023, including the applicant's letter, plans and all other related documents, and having read the statutory Notice of Hearing for the subject application, and having inspected and/or viewed images of the subject site, and having heard the submission A. Soodbakhsh:

It was Moved and Seconded:

THAT the Board finds that undue hardship would be caused to the applicant by compliance with Zoning Bylaw No. 4662, 2010 (as amended) and orders that Application 23-011 regarding a proposed single-family dwelling at 2484 Ottawa Avenue with a variance of:

- 0.75 m to Building Height

BE ALLOWED pursuant to the plans dated January 16, 2023 submitted with the application; AND THAT if construction is not substantially started within 2 years of the issuance of the Order, the permission terminates and the Zoning Bylaw applies.

CARRIED

**9. Application 23-012 (4702 Caulfeild Drive)**

Staff informed that Application 23-012 (4702 Caulfeild Drive) was withdrawn on February 1, 2023.

**10. Receipt of Written and Oral Submissions**

It was Moved and Seconded:

THAT all written and oral submissions regarding the following Board of Variance Applications:

- Application 23-009 (1221 Keith Road)
- Application 23-010 (1010 Braeside Street)
- Application 23-011 (2484 Ottawa Avenue)
- Application 23-012 (4702 Caulfeild Drive)

up to and including February 15, 2023, be received.

CARRIED

**11. Public Question Period**

There were no questions.

**12. Next Hearing**

Staff confirmed that the next hearing of the Board of Variance is scheduled for March 15, 2023 at 5 p.m.

**13. Adjournment**

It was Moved and Seconded:

THAT the February 15, 2023 Board of Variance hearing be adjourned.

CARRIED

The Board of Variance hearing adjourned at 5:37 p.m.

Certified Correct:

s. 22(1)  
\_\_\_\_\_

L. Radage, Chair

s. 22(1)  
\_\_\_\_\_

P. Cuk, Secretary

**From:** Weiler, Patrick - M.P. <Patrick.Weiler@parl.gc.ca>  
**Sent:** Wednesday, March 15, 2023 1:42 PM  
**To:** Weiler, Patrick - M.P.  
**Subject:** [Possible Scam Fraud]Call for Proposals - 2SLGBTQI+ Community Capacity Fund  
**Attachments:** Letter from MP Patrick Weiler - Call for Proposals to increase the capacity of 2SLGBTQI+ community organizations.pdf

**CAUTION:** This email originated from outside the organization from email address Patrick.Weiler@parl.gc.ca. 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.

**WARNING:** Your email security system has determined the message below may be a potential threat. The sender may propose a business relationship and submit a request for quotation or proposal. Do not disclose any sensitive information in response. If you do not know the sender or cannot verify the integrity of the message, please do not respond or click on links in the message. Depending on the security settings, clickable URLs may have been modified to provide additional security.

Good afternoon,

Please see the attached letter from MP Patrick Weiler regarding a call for proposals to increase the capacity of 2SLGBTQI+ community organizations.

Sincerely,



Kevin Hemmat  
Office of Patrick Weiler  
Director of Communications  
West Vancouver-Sunshine Coast-Sea to Sky Country  
Office: 604-913-2660  
Cell: 604-353-2550  
Kevin.Hemmat.842@parl.gc.ca



Before printing this e-mail, think about the Environment



HOUSE OF COMMONS  
CHAMBRE DES COMMUNES  
CANADA

*Patrick Weiler*

Member of Parliament  
West Vancouver-Sunshine Coast-Sea to Sky Country

March 15, 2023

Dear Friends & Neighbours,

Every Canadian deserves to fully participate in all spheres of society, regardless of gender identity, gender expression or sexual orientation. Two-Spirit, lesbian, gay, bisexual, transgender, queer, intersex and additional sexually and gender diverse (2SLGBTQI+) community organizations are key to creating a more equitable Canada for present and future generations.

This week, the Honourable Marci Ien, Minister for Women and Gender Equality and Youth **announced the launch of a call for proposals to support 2SLGBTQI+ community organizations across the country** whose initiatives contribute to a strong 2SLGBTQI+ movement in Canada.

Six months following the launch of the 2SLGBTQI+ Action Plan, the Government of Canada continues to prioritize direct support to 2SLGBTQI+ communities through this \$25.5 million call for proposals. This includes supporting the growth, sustainability, and leadership of the 2SLGBTQI+ community organizations in advocating for and serving the communities they represent.

**The deadline to submit applications is May 9, 2023, at 12:00 p.m. (noon) Pacific time. To find out more and to apply to the call for proposals, [please visit this website](#).**

If you have any questions, please do not hesitate to reach out to our office. We are happy to support your application in any way that we can.

Sincerely,

Patrick Weiler, MP  
West Vancouver-Sunshine Coast-Sea to Sky Country

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**From:** Mary Jukich <jukichm@dnv.org>  
**Sent:** Wednesday, March 15, 2023 10:12 PM  
**To:** correspondence  
**Cc:** Maeve Bermingham  
**Subject:** ACDI Letter to Mayor and Council  
**Attachments:** CDNV\_DISTRICT\_HALL-#5935540-v1-LETTER\_TO\_COUNCIL\_-\_INCLUSIVE\_LANGUAGE\_FINAL\_DOCUMENT.DOCX

**CAUTION:** This email originated from outside the organization from email address jukichm@dnv.org. 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.

Hi Mark:

At the February 23, 2023 meeting of the North Shore Advisory Committee on Disability Issues (ACDI), the committee approved the attached letter on inclusive language and requested that the letter be forwarded to Mayor and Council.

Thanks

Mary Jukich  
Committee Clerk  
The District of North Vancouver  
355 West Queens, North Vancouver BC V7N 4N5



## NORTH SHORE ADVISORY COMMITTEE ON DISABILITY ISSUES

February 23, 2023

Mayor and Council,  
District of North Vancouver,

Mayor and Council  
City of North Vancouver

Mayor and Council  
District of West Vancouver

### **RE: Language Influences Inclusion – Words Matter**

Dear Mayor and Council,

The North Shore Advisory Committee on Disability Issues (NS ACDI) is a tri-municipal committee of council that makes recommendations to the three North Shore municipalities to promote, develop and sustain an accessible community, free of physical and social barriers. The NS ACDI is writing to recommend that each municipality learns more about and incorporates inclusive language into their communication policies and practices. Embracing inclusive language provides the opportunity for each of us to develop into better communicators while caring for those with whom we communicate.

Inclusive language is language that is free from words, phrases or tones that reflect prejudiced, stereotyped or discriminatory views of particular people or groups. It is also language that does not deliberately or inadvertently exclude people from feeling accepted. Many metaphors and sayings in the English language have become so frequent that a person may not realize their origins, and they can reinforce a stereotype or bias and marginalization without realizing it. Becoming conscious of how language impacts others can help prevent feelings of exclusion and discomfort.

Ableism is another term used when speaking of inclusion for people with disabilities. It is actually discrimination in favor of able-bodied people. Ableism can take the form of ideas and assumptions, stereotypes, attitudes and practices, or physical barriers in the environment. It can be unintentional with people completely unaware of the impact of their words or actions.

As of June 2021, the Accessible British Columbia Act (the “Act”) is law in British Columbia. The Act’s intent is to make the province more inclusive for persons with disabilities. There are 3 major components to the Act that each municipality are required

to develop: an accessibility committee; an accessibility plan; and a process for receiving public feedback. All components require communication between municipal council, municipal staff, committee members and the public to make them a success. The timing is perfect for municipal council and staff to include professional development courses on Inclusive Language and Disability Awareness in 2023 and beyond.

Language that does not promote inclusion	Inclusive language version
<p><i>“...too expensive and the cost outweighs the benefit”</i></p> <p>Recent response to a NS ACDI recommendation.</p>	<p><i>“The recommendation is noted and the added safety is appreciated, but at this time budgetary issues unfortunately cannot allow us to add this feature.”</i></p> <p>Understanding that not all recommendations can always be incorporated, the language sent to NS ACDI made members feel devalued, as if people with disabilities were not important.</p>
<p><i>“All rise...”</i></p> <p>This is an ablest statement that assumes everyone can stand.</p>	<p><i>“All rise, if you can...”</i></p> <p>This simple addition now shows respect for all people attending. The Canucks use this version prior to the singing of the national anthem.</p>

Example phrases that carry on negative stereo types	
“the blind leading the blind”	“blind as a bat”
“deaf as a doornail”	“that is retarded”
“that guy is crazy”	“off your meds?”

Outdated terminology	
Physically challenged	Wheelchair bound
Special needs	Mentally handicapped
Handicapped parking/bathroom	Emotionally disturbed

Inclusive language and ableism may be new topics for you and that is OK. No one is expected to know everything right away. The key is to foster a climate of open, effective communication and demonstrate a willingness to learn. Inclusive communication is effective communication – respectful, accurate and inclusive of all – enabling everyone to contribute diverse perspectives and feel like they belong.

Sincerely,

s. 22(1)

Alexis Chicoine  
Chair, North Shore Advisory Committee on Disability Issues

Cc - Heather Turner, Recreation Director of North Vancouver Recreation and Culture  
Adriana Reiher, Council Liaison/Support Officer  
Christel Lindgren, CNV Staff Liaison  
Shahrzad Honarmand, DNV Staff Liaison

**From:** Neetu Shokar  
**Sent:** Thursday, March 16, 2023 8:22 AM  
**To:** Jennifer Fyfe  
**Cc:** correspondence  
**Subject:** RE: Local Special Olympics athlete going to World Games

Dear J. Fyfe,

Thank you for your correspondence regarding *Local Special Olympics athlete going to World Games* (March 8, 2023). Your correspondence has been forwarded to Mayor and Council in our weekly Council Correspondence update to March 15, 2023.

In regard to your request for a donation of pins for Jodi to trade at the Special Olympics World Games in Berlin, please contact Leah Arthur, the Executive Assistant to the Chief Administrative Officer, at [larthur@westvancouver.ca](mailto:larthur@westvancouver.ca) and she will make arrangements directly with you to provide Jodi with pins from the District of West Vancouver.

With regards,

**Neetu Shokar**  
Legislative Services | District of West Vancouver  
t: 604-921-3569 | [westvancouver.ca](http://westvancouver.ca)

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**From:** Jennifer Fyfe [REDACTED] s. 22(1)  
**Sent:** Wednesday, March 8, 2023 7:39 PM  
**To:** correspondence  
**Subject:** Local Special Olympics athlete going to World Games

**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.

To whom it may concern

There is a young woman from West Vancouver who is part of the Special Olympics Team Canada going to the Special Olympics World Games in Berlin June 2023.

Her name is Jodi Klukas and she will be competing in Rhythmic Gymnastics.

Her and her family live in West Vancouver and she attends the Special Olympics Rhythmic Gymnastics program in North Vancouver. She is the only athlete on the Special Olympics Team Canada from West Vancouver, North Vancouver or Vancouver. So this is very exciting for her.

One of the highlights for the athletes at the World Games is the pin exchange. I am writing to see if the Mayor or a Councilor would be willing to donate some pins for her to trade at World Games.

Thank you so much for your time in reading this.

Warm Regards,

Jen Fyfe [REDACTED] s. 22(1)  
Head Coach Special Olympics Team Canada Rhythmic Gymnastics  
Head Coach Special Olympics Vancouver Rhythmic Gymnastics  
[REDACTED] s. 22(1)

**From:** Doti Niedermayer  
**Sent:** Tuesday, March 21, 2023 3:10 PM  
**To:** s. 22(1)  
**Cc:** correspondence  
**Subject:** Council correspondence: Ferry Building

Dear s. 22(1),

Your correspondence dated March 17, 2023 regarding the restored Ferry Building roof was forwarded to me for a response.

The green you note on the roof is algae growth that happens often for roofs facing north, especially in the winter when the roofs remain damp without enough sun to help dry them out. Our Facilities maintenance team is planning to schedule a treatment to address the algae growth early next week.

The costs from the 2016 funding application to 2020 changed as a result of a slight change of scope and an increase in construction and material prices. The original 2016 application did not anticipate the building needed to be raised to the height that was required by 2020 to be safe from rising flood levels, did not include public, accessible washrooms, and a few other improvements and requirements that were included in the most recent funding application and scope of work.

Cost escalation from 2019 to 2023 can be attributed to several factors, including:

- additions and modifications required to accommodate BC Hydro requirements, schedules, and related project delays
- construction changes due to unforeseen site conditions, landscaping, handrails, etc.
- global inflation and unforeseen construction delays due to COVID and related supply chain disruptions

Sincerely,

Doti Niedermayer

**Doti Niedermayer**  
Senior Manager, Cultural Services | District of West Vancouver  
t: 604-921-2938 | c: 604-250-0476 | [westvancouver.ca](http://westvancouver.ca)

.....  
We acknowledge that we are on the traditional, ancestral and unceded territory of the Skwxwú7mesh Úxwumixw (Squamish Nation), səliłwətaʔ (Tsleil-Waututh Nation), and xʷməθkʷəyəm (Musqueam Nation). We recognize and respect them as nations in this territory, as well as their historic connection to the lands and waters around us since time immemorial.



From: [REDACTED] s. 22(1)  
 Sent: Friday, March 17, 2023 5:33 PM  
 To: correspondence <correspondence@westvancouver.ca>  
 Cc: Mark Sager <mark@westvancouver.ca>; Sharon Thompson <sthompson@westvancouver.ca>; Peter Lambur <plambur@westvancouver.ca>; Christine Cassidy <ccassidy@westvancouver.ca>; Scott Snider <ssnider@westvancouver.ca>; Linda Watt <lwatt@westvancouver.ca>; Nora Gambioli <ngambioli@westvancouver.ca>  
 Subject: The restored Ferry Building roof is sporting St. Patrick's Day colours today!

**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.

Dear Mayor and Council,

The Ferry Building's north roof and north side of the dormer on its west roof have gone green in honour of St. Patrick's Day today! Jokes aside, see the 2 attached photos. A lovely renovated building but such an ugly roof!

I assume this to be the old roof, albeit surely cleaned and inspected, so is it acceptable that the roof is already turning green from moss buildup? I am no expert but I heard there are things the contractor could have done to prevent this from happening. Can this excessive moss be addressed before the District signs off on the project completion or at least before the grand opening?

The WV community, me included, look forward to the imminent opening of this building. However, I note that the District's Ferry Building website incorrectly states 'The federal and provincial governments are investing in restoring the 108-year-old Ferry Building...'. Firstly, the building is 110 years old this year and, secondly, the municipal government (i.e. all of us!) also contributed towards the restoration by way of our Community Amenity Contribution fund (CAC's). In my opinion, leaving off the WV community's contribution is very misleading. Thus the statement should really read something like 'The District together with the federal and provincial governments have invested in restoring the now 110-year-old ...'

<https://ferrybuildinggallery.ca/about>

For those interested in the project cost (and at the risk of spoiling the grand opening party), I was able to capture the actual amounts from this link on the District's former Ferry Building website.

<https://westvancouver.ca/sites/default/files/dwv/council-agendas/2021/jan/25/21jan25-10.3.pdf>

Here's a summary of the total budgeted cost of the Ferry Building Restoration project and the contribution breakdown, as extracted from this Jan 25th/21 council report.

June 20, 2016: Total cost is initially estimated to be \$1,268,000. Federal grant \$500,000. District contribution \$768,000.

Feb 11, 2019: Total cost is now estimated to be \$2,525,900. Federal/provincial grant \$1,852,242 (i.e. The Government of Canada is investing \$1,010,360 through the Investing in Canada Infrastructure Program's Community, Culture, and Recreation Infrastructure Stream (CCRIS), and the Government of British Columbia is contributing \$841,882). District contribution \$673,658 (but approved by Council to go as high as \$1,000,000).

Jul 6, 2020: Total cost is now estimated to be \$3,200,000. Federal/provincial grant \$1,852,242. District contribution is now \$1,347,758 (but approved by council to go as high as \$1,350,000).

This is an alarming >2.5 times the originally cost estimate. How did the total cost balloon from \$1,268,000 to what could be \$3,200,000? Scope creep? Labour/construction cost? Supply chain issues? Poorly estimated? As well, now nearly 3 years later, is this project still within the budgeted \$3,200,000 and when will the final actual cost be published?

Though the Ferry Building Restoration project is certainly insignificant in cost in comparison to the tens of millions it will cost to build the proposed new Arts Facility, it's a good example as to how costs always inevitably escalate. The worry to the taxpayer is, from whence comes the shortfall, if funds were to run out partway through building a new Arts Facility!

Sincerely,

s. 22(1)

West Vancouver, BC

s. 22(1)





