

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER

COMMUNITY ENGAGEMENT COMMITTEE MEETING AGENDA

WEDNESDAY, MARCH 2, 2022

3 PM VIA ELECTRONIC COMMUNICATION FACILITIES

(Members of the public may hear, or watch and hear, the meeting by attending the Atrium in the Municipal Hall, or via electronic communication facilities through the link provided on the Committee's webpage)

Note: Council Committee meetings are conducted in accordance with Council Committee Procedure Bylaw No. 5020, 2019 (as amended), subject to the discretion of the Chair.

CALL TO ORDER

1. Call to order.

Note: Chair will confirm that the meeting is being conducted via electronic communication facilities, pursuant to s. 5.7(b) of Council Committee Procedure Bylaw No. 5020, 2019 (as amended).

APPROVAL OF AGENDA

2. **Approval of March 2, 2022 Meeting Agenda**

RECOMMENDATION:

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

ADOPTION OF MINUTES

3. **Adoption of February 2, 2022 Meeting Minutes**

RECOMMENDATION:

THAT the February 2, 2022 Community Engagement Committee meeting minutes be adopted as circulated.

REPORTS / ITEMS

4. **Planning the Upper Lands Engagement Update**

RECOMMENDATION:

THAT the report regarding Planning the Upper Lands Engagement Update be received for information.

5. **Community Services Survey**

RECOMMENDATION:

THAT the report regarding Community Services Survey be received for information.

6. Poverty Reduction Strategy – Tri-municipal Public Engagement

RECOMMENDATION:

THAT the report regarding Poverty Reduction Strategy – Tri-municipal Public Engagement be received for information.

7. Staff Update: Review of Engagement Underway

RECOMMENDATION:

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

8. Annual Committee Evaluation

RECOMMENDATION:

THAT the report regarding Community Engagement Committee 2021 Evaluation Survey be received for information.

9. Committee Member Update

RECOMMENDATION:

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

PUBLIC QUESTIONS

10. Public Questions

NEXT MEETING

11. Next Meeting

The next Community Engagement Committee meeting is scheduled for April 6, 2022 at 3 p.m.

ADJOURNMENT

12. Adjournment of March 2, 2022 Community Engagement Committee Meeting

RECOMMENDATION:

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

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
COMMUNITY ENGAGEMENT COMMITTEE MEETING MINUTES
VIA ELECTRONIC COMMUNICATION FACILITIES
WEDNESDAY, FEBRUARY 2, 2022**

Committee Members: E. McHarg (Acting Chair), J. Berg, L. Carver, G. Nicholls, J. Roote, J. Sidhu, and J. Webbe; and Councillors C. Cameron (Chair), N. Gambioli, and S. Thompson attended the meeting via electronic communication facilities.

Staff: D. Powers, Director of Community Relations & Communications; A. Mafi, Communications & Engagement Manager (Staff Liaison); and K. Andrzejczuk, Communications & Engagement Coordinator (Committee Clerk) attended the meeting via electronic communication facilities.

1. CALL TO ORDER

The meeting was called to order at 3:04 p.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

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

CARRIED

3. ADOPTION OF MINUTES

D. Powers (Director, Community Relations & Communications) informed that the title of Co-Chair has been changed to the title of Acting Chair, in accordance with legislative requirements.

It was Moved and Seconded:

THAT the January 5, 2022 Community Engagement Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

4. Klee Wyck Future Use Engagement Plan

A. Mafi (Communications & Engagement Manager) spoke relative to the document regarding “Communications & Engagement Overview: Klee Wyck Park Improvements” and informed that:

- Klee Wyck Park is a park in the Cedardale neighbourhood that was donated to the District in 1960 by Dr. Ethelyn Trapp;
- The property has significant heritage value for the extensive gardens and house;

- The District has been using the park as a plant nursery, and from the 1980s to 2011, the house served as a satellite facility for arts and culture programming;
- Until 2015, the District had no program to invest in the capital maintenance of its assets, and the house at Klee Wyck fell into disrepair; it was closed to the public in 2011, and in 2020, Council decided to demolish the house, remove the nursery structures, maintain the gardens, and enhance the park's amenities for everyone to enjoy;
- The District will be holding public engagement to collect feedback on park improvements to help prioritize options;
- The results of the engagement will be presented to Council for further direction;
- The engagement period is tentatively scheduled to be open from March 28 to April 29, 2022;
- The engagement process will require public engagement at the levels of consult and involve;
- Engagement methods include tools on westvancouverITE; in-person information events at Klee Wyck Park, and an informational video;
- Risks include how the family of Dr. Ethelyn Trapp interprets the land agreement; Arts & Culture enthusiasts revisiting using the land for arts, incorrect interpretations of the Heritage Significance of the property, and desires and expectations being larger than what the site can handle; and
- The draft westvancouverITE project page and survey will be distributed to CEC via email in advance of launch.

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

- Prepare to address questions regarding traffic in the Taylor Way corridor;
- Consider that the location of the park may be considered a risk, as it has limited land use options;
- Consider parking and transit needs for the park; A. Banks (Senior Manager of Parks) informed that a traffic and parking study will be completed;
- Consider how risks will be mitigated;
- Consider how to set expectations and clarify what potential land uses are possible; the trust agreement and low budget limits what can be done with the property;
- Be prepared for questions regarding the Capilano Pacific Trail;
- Be prepared with a Wildlife Management Plan and reducing human/wildlife conflicts; D. Henegar (Parks Maintenance Manager) informed that the message will be to co-exist with wildlife; A. Banks informed that staff will work with the North Shore Black Bear Society to manage that issue;

- Engagement strategies, messages, and risks are good; instead of “risks”, call them “challenges”;
- Clearly describe the timelines, including short and long terms plans;
- Consider holding the in-person information events earlier in the evening;
- Get youth involved; connect with West Vancouver Schools and community groups;
- Work closely with First Nations;
- Highlight that the park will be part of an integrated pedestrian and cycling network; A. Banks informed that the park will be an important node on the trail network which will inform site planning, such as the need for a washroom;
- Connect with community groups, such as the North Shore Hikers, West Vancouver Streamkeepers, groups who may want to get involved in sponsoring the park, and District of North Vancouver residents who live near the park;
- Consider more intensive forms of consultation such as a working group or vision boards; A. Mafi informed that the first phase of consultation is high level to collect ideas to report back to Council and future phases will be more specific; A. Banks informed that it is a phased project involving developing a short and long term plan;
- Consider how Phase 1 decisions will impact future phases; and
- Try to obtain funding from other levels of government; Councillor Cameron informed that this will be explored once there is a vision and projected costs.

It was Moved and Seconded:

THAT the report regarding Klee Wyck Future Use Engagement Plan be received for information.

CARRIED

5. Staff Update: Review of Engagement Underway

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

- Posting agenda packages to the website prior to the meeting: Staff consulted with Legislative Services and decided that Community Engagement Committee meeting agendas will be posted to the website on a pilot-basis; this exceeds legislative requirements and may not be possible for other committees; and staff will assess the impacts in a few months and hope to continue;
- Budget engagement: The engagement period closed on Friday, January 28; staff are developing the engagement summary report and note that there was a higher number of people attending virtual meetings than in-person meetings in previous years; Phase 1, an awareness campaign, was launched in late 2021 and was well received; and staff will provide a report at the February 14, 2022 Council meeting;

- Heritage Resources engagement: Staff received a last minute request from the Heritage Advisory Committee to conduct a small engagement during Heritage Week (February 21–27); the purpose of the engagement is to collect community input on heritage resources that are important to the community but not yet identified in the District’s inventories; staff will provide the draft project page to the Community Engagement Committee for review via email;
- Arts and culture engagement: Staff are planning to arts and culture engagement for summer 2022; the date is to be confirmed; and
- Strategic Transportation Plan: Based on feedback received from the Community Engagement Committee on the Strategic Transportation Plan in 2021, staff have gone back to the drawing board and will report to the Community Engagement Committee within the next few months.

J. Sidhu request an updated regarding the Ambleside Local Area Plan; R. Bartlett (Chief Administrative Officer) informed that details will be released to the public within the next few weeks.

E. McHarg (Acting Chair) queried regarding whether the Navy Jack House will be part of the Heritage Resources consultation D. Powers informed that the Navy Jack House has already been identified as a heritage resources and the objective of the engagement is to seek suggestions for heritage resources that have not yet been identified.

It was Moved and Seconded:

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

CARRIED

6. Committee Member Update

Councillor Cameron (Chair) informed that the item regarding Committee Member Update is a new standing agenda item for committee members to raise topics regarding community engagement.

E. McHarg (Acting Chair) requested that during slow periods, the Community Engagement Committee reviews best practices, new ideas, invites guest presentations, and reviews existing documents.

G. Nicholls requested that the District’s guiding documents regarding community engagement be provided to Community Engagement Committee members; and Councillor Cameron (Chair) requested that staff circulate documents to members and make a practice of this at the beginning of each year.

Councillor Thompson queried whether committee meetings can be recorded and posted on the website; D. Powers informed that committee meetings have never been recorded; this would be a significant change in processes and would require Council direction.

J. Roote queried regarding the difference between an advisory roundtable and working group; Councillor Cameron informed that working groups are legislatively regulated and advisory roundtables are not as structured; D. Powers informed that there is a defined structure for working groups, and advisory roundtables are

occasionally created when staff want to engage with various groups and it is not considered a working group.

It was Moved and Seconded:

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

CARRIED

PUBLIC QUESTIONS

7. PUBLIC QUESTIONS

B. Smith (member of the public) informed that he is a relative of Dr. Ethelyn Trapp and commented that the budget for Klee Wyck Park must be self-sustaining and the family wishes to be a stakeholder and would like input on park signage.

C. Reynolds (member of the public) commented regarding the following:

- Agenda packages to be posted on the website for all committees;
- Members of the public speaking regarding committee meeting minutes;
- Video recordings of committee meetings;
- Establishing a process to write to the committee;
- West Van Matters; and
- Heritage Week.

G. Mclsaac (member of the public) commented regarding the following:

- The budget engagement was a big improvement over previous years;
- Video recordings of committee meetings; and
- Requested information regarding the Ambleside Local Area Plan.

R. Smith (member of the public) informed that she is a relative of Dr. Ethelyn Trapp and commented that:

- The family wants a successful and sustainable plan for Klee Wyck;
- The family is a stakeholder; and
- The trust agreement includes other purposes of recreation, including arts.

B. Chaworth-Musters commented regarding the following:

- The bus that services the Cedardale area; and
- Klee Wyck.

NEXT MEETING

8. NEXT MEETING

Staff confirmed that the next Community Engagement Committee meeting is scheduled for March 2, 2022 at 3 p.m.

9. ADJOURNMENT

It was Moved and Seconded:

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

CARRIED

The meeting adjourned at 4:51 p.m.

Certified Correct:

Chair

Committee Clerk

DRAFT