

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
COMMUNITY ENGAGEMENT COMMITTEE MEETING MINUTES
RAVEN ROOM, MUNICIPAL HALL
WEDNESDAY, JUNE 1, 2022**

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

Staff: D. Powers, Director of Community Relations & Communications; A. Mafi, Communications & Engagement Manager (Staff Liaison); K. Andrzejczuk, Communications & Engagement Coordinator (Committee Clerk); A. Banks, Senior Manager of Parks attended the meeting in the Raven Room, Municipal Hall.

1. CALL TO ORDER

The meeting was called to order at 3:35 p.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the June 1, 2022 Community Engagement Committee meeting agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

Discussion ensued regarding how feedback from the Community Engagement Committee should be recorded in the meeting minutes, as committee members have concerns that comments may be taken out of context.

K. Andrzejczuk (Committee Clerk) informed that C. Reynolds had provided a correction by email regarding her comments at the April 6, 2022 Community Engagement Committee meeting; C. Reynolds' clarified that her comment was that "people who live outside of West Vancouver should be allowed to speak, and even if noted not a resident, their feedback be considered".

It was Moved and Seconded:

THAT the May 4, 2022 Community Engagement Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

4. Hugo Ray Pickleball Engagement

D. Powers (Director, Community Relations & Communications) spoke relative to the document regarding “DRAFT Communications & Engagement Plan: Hugo Ray Park Pickleball Courts” and informed that:

- Pickleball is a rapidly-growing sport and West Vancouver does not have dedicated pickleball courts;
- At the January 24, 2022 Council meeting, staff were directed to report on the feasibility of installing permanent pickleball courts at Hugo Ray Park; staff reviewed each site and considered four criteria:
 - Minimize the impact of dedicated pickleball courts on existing park users;
 - Minimize the impact of the noise of the sport on nearby residences;
 - Construction considerations and costs; and
 - Ability to expand and add more dedicated pickleball courts in the future.
- At the May 30, 2022 Council meeting, Council considered the report from staff outlining options for new pickleball courts at Hugo Ray Park and directed staff to proceed to engage the community on two site options for the location of pickleball courts in Hugo Ray Park;
- Community engagement is planned for June 2022 in order for staff to report back to Council by the end of July 2022; and
- Staff have developed an engagement plan that includes a survey, one virtual information meeting on a weeknight, one in-person meeting at the park on a Saturday, promotion using a variety of communications tactics, and connecting with key stakeholder groups (players, neighbourhood residents, and current users of the park).

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

- Focus on engaging neighbourhood residents and park users; use fewer communications tactics;
- Simplify the survey; add “neither site option” as an answer; allow space for comments;
- Install a sign advertising this engagement at the entrance to the cemetery and at the 29th Street tennis courts;
- Be prepared to answer questions regarding funding;
- Survey questions that involve ranking are confusing; considering using the word “priorities”;
- Remove the survey question regarding traffic, as traffic will not differ between the two site options;

- Engage with the entire neighbourhood, not only adjacent residents;
- Be prepared to address noise concerns from nearby residents; include information about sound on the project webpage;
- Structure the engagement to allow stakeholder groups to get together for a discussion; encourage compromise;
- Clearly state that studies have determined that Hugo Ray Park is the best location;
- Inform that pickleball is popular because it is social, active, and accessible, which aligns with District priorities in the Official Community Plan;
- Position this as a preliminary consultation; explain that a location is needed prior to determining the cost and formally considering the project, which is a standard parks planning process;
- In the FAQ, address whether there will be hours of operation, where other pickleball courts are located, and whether there will be lights; and
- Asking participants to choose between the two sites gives the impression that it has been decided that pickleball courts will be installed at Hugo Ray Park; consider not focusing on that question.

It was Moved and Seconded:

THAT the presentation regarding Hugo Ray Pickleball Engagement be received for information.

CARRIED

A. Banks (Senior Manager of Parks) left the meeting at 5:03 p.m.

5. Community Engagement Policy Review

D. Powers (Director, Community Relations & Communications) informed that the Community Engagement Policy contains outdated procedures and that staff are planning to begin work on an updated policy.

Discussion ensued and the Community Engagement Committee suggested an in-person workshop format to review the Community Engagement Policy at a future meeting.

It was Moved and Seconded:

THAT the discussion regarding Community Engagement Policy Review be deferred to the next meeting.

CARRIED

6. Staff Update: Review of Engagement Underway

A. Mafi (Communications & Engagement Manager) spoke relative to the document regarding “Staff update to CEC – June 1, 2022” and informed that:

- Engagement on the Urban Forest Management Plan recently closed and feedback received was excellent; staff attended Spring Fest West at the suggestion of the Community Engagement Committee, which was well-attended;

- Engagement on the Arts & Culture Centre has launched and workshops have been scheduled for June; a letter has been sent to arts programmers and administrators; and digital advertising will begin this week; and
- There will be a pause on engagement during the election.

Discussion regarding doing more open-ended surveys and in-person events.

It was Moved and Seconded:

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

CARRIED

7. Committee Member Update

There were no comments.

PUBLIC QUESTIONS

8. PUBLIC QUESTIONS

K. Andrzejczuk (Committee Clerk) informed that C. Reynolds (member of the public) provided comments by email regarding support for hybrid meetings.

NEXT MEETING

9. NEXT MEETING

Staff confirmed that the next Community Engagement Committee meeting is scheduled for July 6, 2022 at 3:30 p.m.

ADJOURNMENT

10. ADJOURNMENT

It was Moved and Seconded:

THAT the June 1, 2022 Community Engagement Committee meeting be adjourned.

CARRIED

The meeting adjourned at 5:23 p.m.

Certified Correct:



Chair



Committee Clerk