

COUNCIL CORRESPONDENCE UPDATE TO DECEMBER 21, 2022 (8:30 a.m.)

Correspondence

- (1) West Vancouver Chamber of Commerce, December 15, 2022, regarding “Clyde Ave Studio Apt Rental Proposal Open House, Lights to the Lodge, Dundarave Festival”**
- (2) Committee and Board Meeting Minutes – Finance and Audit Committee meeting November 14, 2022; Arts Facilities Advisory Committee meeting November 16, 2022; and Memorial Library Board meeting November 16, 2022**

Correspondence from Other Governments and Government Agencies

- (3) Metro Vancouver, December 20, 2022, regarding “Happy Holidays from Metro Vancouver”**

Responses to Correspondence

- (4) Cultural Services Manager, December 16, 2022, response regarding “Bright White Christmas Lamp Lights in Ambleside”**

From: West Vancouver Chamber of Commerce <info@westvanchamber.com>
Sent: Thursday, December 15, 2022 5:50 PM
To: correspondence
Subject: Clyde Ave Studio Apt Rental Proposal Open House, Lights to the Lodge, Dundarave Festival

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West Vancouver
Chamber
Of Commerce



*Serving the Communities
Of West Vancouver And Bowen Island*

West Vancouver Chamber of Commerce

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Lights to the Lodge - Now open! Click for more [Information](#)

Photo courtesy of Cypress Mountain

CLYDE AVENUE STUDIO APARTMENT RENTAL PROPOSAL OPEN HOUSE

Park Royal is hosting an Open House this weekend regarding their proposal to create 201 studio residential rental units on Clyde Avenue.



This unique, innovative and exciting proposal is of particular interest to our members as these units are designed to be attainable for our employees. West Vancouver has lost 55% of our studio units over the last 10 years and the vacancy of this type sits at 0%.



The Open House will be on
**Saturday December 17th and Sunday
December 18th from 11am to 3pm** at
967 Park Royal South (next to H&M)

**Dundarave Festival of Lights - CHRISTMAS WASSAIL & BONFIRE
NIGHT**

Saturday, December 17th 3:00 to 9:00 pm



Crown this season of loving, joyful expectation with a beacon of warmth and hope at the Dundarave Festival's legendary [Christmas Wassail & Bonfire Night](#).

We're delighted to bring our very dear friends Burstin' With Broadway back to the Festival Longhouse. [Read more about our wonderful night](#).

[End Homelessness Beautifully](#)

The [Lookout Housing + Health Society](#) is [saving lives in our community](#).

[Make your charitable donation](#) now to the [Lookout Foundation](#). They will match your donations up to \$50,000 dollar for dollar.

Everyone who donates to the [Lookout Foundation](#) will be included in draws for heart warming prizes, including Cypress Mountain's generous contribution of a [Lights to the Lodge](#) experience.



Vote for your favourite tree before December 16th.

Everyone who votes in the [Grosvenor Ambleside People's Choice Award](#) will be entered to win one of three \$100 gift cards to Formula Fig, OEB or Aburi Market. Voting runs from lights up at the **Dundarave Christmas Fair** to Friday, December 16th.



Join now!

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

[Membership pays for itself...](#)



SPONSORSHIP OPPORTUNITIES

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

The West Vancouver Chamber of Commerce offers a variety of sponsorship opportunities that provide your business with the chance to be front and center in our community. Sponsors are an important part of our events! For further info: [SPONSORSHIP](#)

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**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER
FINANCE AND AUDIT COMMITTEE MEETING MINUTES
COUNCIL CHAMBER, MUNICIPAL HALL
MONDAY, NOVEMBER 14, 2022**

Committee Members: Mayor M. Sager and Councillors C. Cassidy, N. Gambioli, P. Lambur, S. Snider, S. Thompson and L. Watt attended the meeting in the Council Chamber, Municipal Hall.

Staff: R. Bartlett, Chief Administrative Officer; C. Boy, Deputy Director, Financial Services; P. Cuk, Manager, Legislative Operations/Deputy Corporate Officer; I. Gordon, Director, Financial Services; J. Hu, Manager, Financial Planning; C. Nelson, Manager, Purchasing & Risk Management; M. Panneton, Director of Legislative Services/Corporate Officer; C. Shi, Manager, Financial Accounting & Reporting; and L. Taylor, Committee Clerk attended the meeting in the Council Chamber, Municipal Hall.

E. Glickman, Director, Human Resources & Payroll; J. Moller, Director, Engineering & Transportation Division; M. Chan, Deputy Chief Administrative Officer/Director, Corporate Services; A. Kwan, Deputy Director, Engineering & Transportation Services; D. Powers, Director, Community Relations & Communications joined the meeting via electronic communication facilities.

1. CALL TO ORDER

The meeting was called to order at 1 p.m.

2. APPROVAL OF AGENDA

It was Moved and Seconded:

THAT the November 14, 2022 Finance and Audit Committee meeting agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

It was Moved and Seconded:

THAT the September 12, 2022 Finance and Audit Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

4. Finance Overview Presentation

The Finance team presented the Finance Overview Presentation and answered questions from the Committee.

Councillor Thompson left the meeting at 2:02 p.m., returning to the meeting at 2:06 p.m.

It was Moved and Seconded:

THAT the Finance Overview Presentation be received for information.

CARRIED

5. Finance Budget 101 Presentation

C. Boy (Deputy Director, Financial Services) presented the Finance Budget 101 Presentation and answered questions from the Committee.

It was Moved and Seconded:

THAT the Finance Budget 101 Presentation be received for information.

CARRIED

PUBLIC QUESTIONS

6. PUBLIC QUESTIONS

There were no questions.

NEXT MEETING

7. NEXT MEETING

Staff confirmed that the next Finance and Audit Committee meeting is scheduled for December 5, 2022 at 1 p.m.

ADJOURNMENT

8. ADJOURNMENT

It was Moved and Seconded:

THAT the November 14, 2022 Finance and Audit Committee meeting be adjourned.

CARRIED

Certified Correct:

s. 22(1)

Chair

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
WEDNESDAY, NOVEMBER 16, 2022

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

Staff: C. Rosta, Cultural Services Manager (Staff Liaison); D. Niedermayer, Senior Manager, Cultural Services; 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 3:19 p.m.

2. **APPROVAL OF AGENDA**

It was Moved and Seconded:

THAT the November 16, 2022 Arts Facilities Advisory Committee meeting agenda be approved as circulated.

CARRIED

3. **ADOPTION OF MINUTES**

It was Moved and Seconded:

THAT the October 19, 2022 Arts Facilities Advisory Committee meeting minutes be adopted as circulated.

CARRIED

REPORTS / ITEMS

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

It was Moved and Seconded:

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

CARRIED

5. **Governance Subcommittee Update**

J. Webb reported that the Governance Subcommittee received presentations from C. Hotel and J. Walden from the Kay Meek Arts Centre and J. Weiderick from Enhance West Van. Both organizations provided an overview of their governance and reporting structures, operating models, and funding framework. Other organizations are expected to present at the Subcommittee's next meeting.

It was Moved and Seconded:

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

CARRIED

6. Capital Funding Subcommittee Update

G. Nicholls reported that the Subcommittee met on November 10, 2022 and discussed the feasibility study with The Discovery Group. The Altus Group is continuing its work and will have an initial report by the end of the month. Staff reported on the research of potential grant opportunities and the review of projects approved by Infrastructure Canada.

It was Moved and Seconded:

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

CARRIED

7. Arts & Culture Facility Vision and Concept

Staff reported on the Open House sessions held November 1 and 2, 2022 at the West Vancouver Community Centre. Approximately 90 people attended the sessions. Additional Open House sessions are confirmed for November 29 and December 1, 2022 at the same location. The Engagement Summary Report, with the results from the survey, workshops, and Open Houses, will be included in the report to Council and will be available to the community.

S. Craig gave an overview of the interactions at the Open House sessions and the feedback received. Overall, the feedback was positive, and people enjoyed the opportunity to learn more about the vision for the new arts facility and voice their concerns as well. She reported that comments were received online and that the additional Open House sessions will allow further input and feedback. A report with the final vision and guiding principles is expected in December. The report to Council in 2023 will include all components of the project: the vision, capital funding framework, and recommended governance.

It was Moved and Seconded:

THAT the discussion regarding Arts & Culture Facility Vision and Concept be received for information.

CARRIED

PUBLIC QUESTIONS

8. PUBLIC QUESTIONS

B Shard: Commented on the Music Box and Silk Purse facility use and questioned the demand for art classes. Questioned if Seacoast Theatre is still a tenant at the Music Box. Questioned the accuracy of the information presented on the display boards presented at the Open Houses. Questioned Kay Meek Art Centre's programming and rent affordability. Commented on the District's annual Fee for Service Agreement with Kay Meek Arts Centre.

B. Chaworth-Musters: Questioned what changes will be made to the guiding principles after the public consultation. Questioned how many interactions happened in the Open House sessions and how information was collected.

E. Buchanan: Questioned purpose of the engagement process. Questioned if the total cost of the project is being shared with the community during the engagement sessions.

NEXT MEETING

9. NEXT MEETING

It was Moved and Seconded:

THAT the next Arts Facilities Advisory Committee meeting be scheduled for December 14, 2022 at 2 p.m. and be held in-person in the Cedar Room, West Vancouver Community Centre.

CARRIED

ADJOURNMENT

10. ADJOURNMENT

It was Moved and Seconded:

THAT the November 16, 2022 Arts Facilities Advisory Committee meeting be adjourned.

CARRIED

The meeting adjourned at 4:03 p.m.

Certified Correct:

s. 22(1)

s. 22(1)

Chair

Committee Clerk



WEST VANCOUVER MEMORIAL LIBRARY BOARD

MINUTES

November 16, 2022, 7:00 p.m.

Welsh Hall

Present: A. Nimmons [Chair], P. Cottier, D. Diedericks, R. Fisher, N. Gambioli,
A. Krawczy, S. Sanajou, J. Sidhu, R. Shimoda, S. Thompson, L. Yu, F. Zhu

Regrets: C. Garton, T. Wachmann

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

1. Call to Order

The meeting was called to order at 7:08 p.m.

2. Approval of Agenda

Moved by: A. Nimmons
Seconded by: A. Krawczy

THAT the Agenda be approved.

CARRIED

The Chair welcomed new Library Board Council representative – Councillor Thompson to the meeting.

3. Approval of Consent Agenda

Moved by: A. Nimmons
Seconded by: J. Sidhu

THAT the Consent Agenda be approved.

CARRIED

4. Business Arising from Minutes

None.

5. Director

a) Update

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

The Board thanked the Friends for all their hard work in making the Remembrance Day tea a success. The Board agreed that the 1 p.m. opening time worked well.

Since the bike rack is being relocated as a result of the new exterior bookdrops, J. Sidhu suggested that appropriate signage be put in place to advise the biking community.

6. Governance

A. Nimmons noted that the HR Committee has been reviewing applications for the Board vacancy and is in the process of conducting interviews. He spoke to the quality of applications received. A. Nimmons mentioned that the HR Committee will be making recommendations to Council. The trustees supported the HR Committee proceeding to make the recommendation.

7. Strategy

S. Hall provided an overview on the Q3 Director's report and thanked Communications for their hard work.

The Board commented on the format of the report and appreciated the readability and clarity.

8. Finance

a) 2022 Q3 Report

R. Shimoda advised that expenditures for salary are under budget for the quarter primarily to savings due to vacancies, new hire salary differentials, and leave coverages. He spoke to the delay of the West Parking lot concrete stairs project and the challenges with the availability of contractors and inflation. The Library has expressed urgency to the District as it is a safety concern and in the meantime, the section of the stairs where concrete has fallen off have been sprayed with yellow paint.

Moved by: R. Shimoda
Seconded by: P. Cottier

From: Metro Vancouver Chair <chair@metrovancover.org>
Sent: Tuesday, December 20, 2022 8:23 AM
To: Mark Panneton <mpanneton@westvancover.ca>
Subject: Happy Holidays from Metro Vancouver

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Dear Metro Vancouver Board Directors, Committee members, and regional council members,

As we approach the end of another year, John and I are delighted to have this opportunity to express our gratitude for your hard work and dedication to serving our region.

It has been an honour to work alongside many of you this past year, and we look forward to working with you all to build on our successes. Our Boards and Councils have achieved much in the past year and, as your Metro Vancouver Board Chair and Vice Chair, we are deeply committed to ensuring that the region will be even stronger in the year to come.

We extend our best wishes to you and your families for a happy holiday season, and hope that you may have the opportunity to rest and recharge during this festive time of year.

Once again, thank you for all that you do for our region.

Happy Holidays, and best wishes for a safe, healthy, and prosperous 2023!

s. 22(1)

s. 22(1)

George V. Harvie
Chair, Metro Vancouver Board

John McEwen
Vice-Chair, Metro Vancouver Board

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To accept the 2022 Q3 operating and capital results as presented.

CARRIED

9. Infrastructure Committee

A. Krawczy reported on the following projects:

- A walk through with Sky Spirit Studio was done in October which will assist with our indigenous consulting on the Library space plan;
- The building envelope condition assessment by an external consultant is complete and it includes observations and recommendations on improving certain aspects of the building envelope. Facilities will be reviewing the report as it will help inform future upgrades to improve building efficiency;
- The Recording Studio project is underway and the building permits were issued in October. Chad has been busy assembling the studio and a contractor will perform the construction of a new wall in front of the studio and a window behind the CCC information desk. This work will carry on through early 2023;
- A contract has been awarded for the exterior concrete stairs west surface project;
- Electrical upgrades will commence in 2023;
- The Library has applied to the District for the CleanBC Communities Fund (CCF) Intake 3 Program and the results of the grant application will be known shortly;
- The rooftop patio will be converted into a partial parking lot and a permanent community demonstration garden;
- Air filters have been upgraded and just recently installed new filter racks in the mechanical room which will house these new upgraded and washable air filters; and,
- The Library has requested the purchase of a new height adjustable Public Service desk this year to help resolve ergonomic issues that staff have expressed concern with.

The Board expressed interest in having a tour of the new Recording Studio once complete.

10. Engagement Committee

J. Sidhu thanked the trustees for participating in the Beverley McLachlin event and the Remembrance Day tea. He spoke to the Community Relations Opportunity calendar and highlighted the upcoming event - An Evening with Jody Wilson-Raybould hosted by Angela Sterritt.

S. Dale will update and email the calendar to trustees monthly with their Board package.

The Board spoke to the importance of building relationships with the Councillors. Councillor Thompson encouraged the trustees to attend Council meetings.

11. Council Update

N. Gambioli provided an update highlighting the following:

- Suggested that the new Mayor and Council be given a tour of the Library;
- Encouraged trustees to meet with individual councillors and spoke to the importance of relationship building;
- Suggested that the Library present to Council at a workshop;
- Suggested that the Friends apply for the Neighbourhood Small Grants program
- Noted that going forward Council meetings will be held every Monday;
- Thanked the Board for her time spent as a representative to the Library Board and commented that the community is fortunate to have such a great facility and staff.

On behalf of the Board, A. Nimmons thanked N. Gambioli for her services to the Library.

12. New Business

F. Zhu has completed 8 years of service on the Library Board. A. Nimmons acknowledged her contributions and commitment to serving the Library and presented her with a gift from the BC Libraries Branch and a card from the Trustees.

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

13. Date of Next Meeting

Wednesday, December 14, 2022, 7 p.m.

14. Adjournment

Moved by: A. Nimmons

Seconded by: R. Fisher

THAT the meeting be adjourned.

CARRIED

The meeting was adjourned at 8:26 p.m.

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

s. 22(1)

Alastair Nimmons
Chair, West Vancouver Memorial Library Board

From: Christie Rosta
Sent: Friday, December 16, 2022 1:16 PM
To: s. 22(1)
Cc: correspondence
Subject: Decorative lighting in Ambleside

Dear s. 22(1),

Thank you for your email to correspondence dated Friday, December 2, 2022. It has been forwarded to me for response.

In August of this year, the Ambleside Dundarave Business Improvement Association (ADBIA) installed a new decorative lighting program in the Ambleside and Dundarave business areas with the intention to create more vibrancy and to enhance our business community through beautification and placemaking. The strings of lights on the lamp standards and trees are intended to be installed on an ongoing basis.

For more information on this initiative, please see the [Decorative Tree Lighting in Ambleside and Dundarave report](#) received by Council at their regular meeting on July 25, 2022.

The District installs seasonal street lighting fixtures on an annual basis to celebrate the winter season, and enhance the Ambleside, Dundarave, and Horseshoe Bay business areas. This seasonal street lighting is typically installed from December through January each year.

The decorative lighting program is a partnership between the ADBIA and the District, and is reviewed on an ongoing basis. Thank you for your feedback and suggestions to reduce some of the lighting; it will be considered as we continue to review the program.

Sincerely,

Christie Rosta

Christie Rosta
Cultural Services Manager | District of West Vancouver
t: 604.913.2777 | c: 604.374.1779 | westvancouver.ca



We acknowledge that we are on the traditional, ancestral and unceded territory of the Squamish Nation, Tsleil-Waututh Nation and 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: s. 22(1)
Sent: Friday, December 2, 2022 4:55 PM
To: correspondence
Subject: Bright White Christmas Lamp Lights in Ambleside.
Importance: High

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To whom it might concern.

While I appreciate the efforts to decorate our Ambleside Marine Drive and side streets with Christmas lights, it has all become rather an overkill! What with first the silver lit lamp posts, then changed to gold lit ones and finally to the absolute overkill addition of gold lights on every tree! The lights have become an unwelcome and invasive light pollution into apartment windows facing along Marine Drive. A suggestion would be that some trees could be missed and some light strings removed (or unplugged.) from each tree please!

Now, the recent further Christmas light additions to the lamps posts of a circle, and what appear to be five 'crosses' on the tops of lamp posts throughout Marine Drive in Ambleside using very intense bright white lights, have become a dangerous driving distraction similar to too bright vehicle high beam headlights approaching. There is no avoiding seeing these bright additions on both sides of Marine Drive as it now appears quite narrowed. Add rain and it's even worse! It is rather blindingly uncomfortable and feels unsafe to drive as one's eyes try to adjust to the contrasts in light. The road appears very black and seeing pedestrians difficult. (And yes, my eyes have been very recently tested and I'm deemed safe to drive at night!) In future, I will avoid driving along Ambleside's Marine Drive at night. I'm sure I'm not the only person to be so affected?

Perhaps some consideration could be given to the dimming and thinning out of all these lights in the near future please?

Thank you for your attention to this matter.

Yours sincerely,

s. 22(1)

West Vancouver,
s. 22(1)