

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER  
ARTS FACILITIES ADVISORY COMMITTEE (AFAC) MEETING MINUTES  
RAVEN ROOM, MUNICIPAL HALL  
WEDNESDAY, OCTOBER 16, 2019**

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Committee Members: B. Brink; R. Brown; E. Fiss; R. Seyednejad; C. Stringer; D. Tiffany; P. Tutsch; J. Webb (Meeting Chair); and J. Wexler. Absent: M. Evans; and Councillor C. Cameron.

Staff: C. Rosta, Events & Festival Manager; D. Niedermayer, Senior Manager, Cultural Services; P. Fretz, Business Manager; I. Haras, Parks Planning & Development Manager; and L. de Jesus, Recording Clerk.

**1. CALL TO ORDER**

The meeting was called to order at 9:17 a.m.

**2. APPROVAL OF AGENDA**

It was Moved and Seconded:

THAT the October 16, 2019, Arts Facilities Advisory Committee meeting agenda be approved as circulated.

CARRIED

**3. ADOPTION OF MINUTES**

It was Moved and Seconded:

THAT the October 2, 2019, Arts Facilities Advisory Committee meeting minutes be adopted as circulated.

CARRIED

**REPORTS / ITEMS**

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

- D. Tiffany reported that the Arts & Culture Advisory Committee (ACAC) met with the West Vancouver Community Foundation (WVCF) who provided an overview of the foundation's background, plans and goals. The ACAC and WVCF discussed opportunities for working together on shared goals.
- A resolution was passed regarding the Community Grants Committee and ACAC approving the formation of a multi-committee subcommittee to distribute additional funding for the 2020 community grants cycle for arts, culture and heritage if approved by Council.
- The ACAC has one vacancy available.

**5. Membership Update**

B. Burgers has resigned from the committee. C. Stringer has been appointed.

## 6. Finalize Guiding Principles for Ranking Matrix

Q. Talbot-Kelly of Cornerstone Planning Group (Cornerstone) provided the committee with a project and schedule update. To date, Cornerstone has prepared the final draft of the Guiding Principles and, with AFAC co-chairs, met with the Ambleside-Dundarave Business Improvement Association and the West Vancouver Community Centres Society.

The committee discussed and confirmed the Guiding Principles.

## 7. Discussion re: Site Identification

Cornerstone presented the committee with the identified District-owned sites. Discussions ensued relative to each site and the Guiding Principles. The committee will finalize the site analysis and recommended sites in preparation of the November 20 Community Workshop. Copies of the ranking matrix were distributed and the committee members ranked the sites identified in the matrix. Cornerstone will analyze the responses from each member and report back on the findings at the next AFAC meeting on October 30.

B. Brink leaves the meeting at 10:25 a.m.

**Action:** Cornerstone will perform site analysis, review findings and prepare draft report.

## 8. Meeting Schedule

Committee meeting dates were scheduled: October 30, November 13, December 4 and 18. Meetings start at 9:15 a.m. in the Raven Room, Municipal Hall.

## 9. Other Business

Further to the approved Council recommendation on June 24, 2019, a subcommittee of the AFAC will be established to determine the future plan for the Klee Wyck site.

It was Moved and Seconded:

THAT the Arts Facilities Advisory Committee form the Klee Wyck Subcommittee with Rob Brown, Michael Evans and Jennifer Webb as members.

CARRIED

R. Smith, who is a relative of the late Dr. Ethlyn Trapp, will act as an advisor to the Klee Wyck Subcommittee.

## PUBLIC QUESTIONS

### 10. PUBLIC QUESTIONS

J. Chalmers inquired about massing and estimate on construction.

G. Nicholls requested clarification regarding the considered site at south end of Pound Road where H and I Fields are located.

P. Hill requested clarification whether the potential sites are for one or two buildings. Council's approved recommendation pertains to site location for both facility development options of two separate buildings with a total of 25,000 square feet (Option 1) and one combined building of 21,000 square feet (Option 2).

**11. ADJOURNMENT**

It was Moved and Seconded:

THAT the October 16, 2019, Arts Facilities Advisory Committee meeting (open session) be adjourned.

CARRIED

The meeting adjourned at 10:39 a.m.

Certified Correct:

Co-Chair 

Committee Clerk 