

**THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER  
NEIGHBOURHOOD CHARACTER WORKING GROUP MEETING NOTES  
MAIN FLOOR CONFERENCE ROOM NORTH, MUNICIPAL HALL  
WEDNESDAY, APRIL 17, 2019**

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Working Group Members: Councillor P. Lambur, H. Locke, L. Fourie, P. Ulveland, S. Chunick, S. Nicholls, and T. Dodd. Absent: N. Smeal, R. Brink, T. Malapanis  
Staff: C. Miller, Senior Planner, and M. Bermingham, Planning Technician.

**1. CALL TO ORDER**

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

**2. APPROVAL OF AGENDA #20**

The Neighbourhood Character Working Group (NCWG) approved the April 17, 2019 agenda as circulated.

**3. APPROVAL OF MEETING NOTES #19**

The NCWG approved the April 3, 2019, meeting notes as circulated.

**REPORTS / ITEMS**

**4. Public Correspondence**

No public correspondence received during April 3 – 17, 2019.

**5. Member Updates**

**5.1 Group Lead Discussion with Director of Planning**

A round table discussion occurred with the Director of Planning, regarding the five issues identified by the group, upcoming engagement events, and the mandate of the group. In coordinating a sequential approach to the success of the group's overall mandate, the working group wishes to discuss various aspects of these five issues with staff. This meeting will be coordinated at the appropriate juncture, ideally once the group have deduced a more specific approach to the aspects identified, from community outreach and in turn enabling a transition into the next phase, "Solutions Phase".

**5.2 CEC meeting debrief**

The Chair debriefed the group on attendance at the previous Community Engagement Committee (CEC) meeting held on April 10, 2019. CEC commended the NCWG on a thorough and comprehensive engagement strategy.

### 5.3 Public Stakeholder Outreach

A round table discussion occurred on a variety of logistical aspects associated with operationalising the groups upcoming community outreach events, e.g. scheduling, format, and materials.

#### Public / Stakeholder Events

Presenting	T. Dodd
Notes	S. Chunick
Materials	Flip Charts (x5), Dictaphone, Projector, Laptop, Pens, Surveys
Attendance	All group welcome

#### Intercept Events

Thursday	April 25	4:30 – 6:30/7pm	L. Fourie / Councillor P. Lambur
Friday	April 26	11 – 1/1:30pm	L. Fourie / T. Dodd
Monday	April 29	3:30 – 5:30pm	S. Nicholls / T. Dodd

### 5.4 Work Plan: Outcomes from Issues Phase / Transition to Solutions Phase

A round table discussion occurred regarding transitioning from one phase to the next. S. Nicolls agreed to produce a document outlining potential research approaches to resolving the aspects outlined for each issue. The NCWG determined that providing an update report to council would be ideal during the transition into the next phase, sometime in the summer.

### 6. Other Business

No

### 7. Next Steps

The NCWG did not agree to next steps during this item.

### PUBLIC QUESTIONS

#### 8. PUBLIC QUESTIONS AND COMMENTS

Residents provided comment on the Interim Tree Bylaw Working Group Report, building with nature, definition of permeable surfaces, retaining walls, data capture at information meetings, need for diversity of transportation modes, and potential attendance at Heritage Advisory Committee meetings.

#### 9. ADJOURNMENT

The Chair adjourned the April 17, 2019, NCWG meeting at 7:40p.m.

Certified Correct:

  
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Chair

  
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Staff