

COUNCIL CORRESPONDENCE UPDATE TO JULY 30, 2025 (8:30 a.m.)

Correspondence

- (1) Capilano Community Services, July 23, 2025, regarding Party on the Plaza Invitation (July 24, 2025)**
- (2) July 24, 2025, regarding “Safety Hazard at Ambleside park”**
- (3) 2 submissions, July 23 and 25, 2025, regarding Preliminary Development Proposal for 1552 Esquimalt Avenue**
- (4) July 29, 2025, regarding “Clarification and Concerns Regarding Notice Requirements for Large Events – Private Special Events Exemption from Noise Policy 0193”**

Correspondence from Other Governments and Government Agencies

No items.

Responses to Correspondence

- (5) Engineering & Transportation Services, July 24, 2025, response regarding Traffic Control**
- (6) Senior Manager of Parks, July 25, 2025, response regarding “Safety Hazard at Ambleside park”**

From: Maralyn Wild <maralyn@capservices.ca>
Sent: Wednesday, July 23, 2025 11:45 AM
To: correspondence
Subject: TOMORROW! 🎉 Party on the Plaza – Thursday, July 24 from 5pm to 7pm

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EVERYONE WELCOME!

FREE EVENT

PARTY ON THE PLAZA


Thursday, July 24

5 PM – 7 PM



We're excited to invite you to our biggest social event of the summer, ***Party on the Plaza*** — an evening of music, dance, fun activities, prize draws, fabulous food and more! Everyone is welcome at this **FREE community event** – bring your friends and family, meet your neighbours, and make new friends!

 **When:** Thursday, July 24 | 5:00 PM – 7:00 PM

 **Where:** Lions Gate Community Recreation Centre - Outdoor Plaza
(1733 Lions Gate Lane, North Vancouver)

Food: hotdog, chips, cookie, and a drink for \$4.00 (cash or credit card)

Note: bring a reusable cup to fill up at our water stations.

This event is a collaboration between Capilano Community Services, North Vancouver Recreation & Culture, and the North Vancouver District Public Library.

For more information, please call 604-983-7650.

Registration is NOT required.

We look forward to seeing you at the event!

Best regards,

From the team at Capilano Community Services



Our mailing address is:

1733 Lions Gate Lane
North Vancouver, BC V7P0C7

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From: s. 22(1)
Sent: Thursday, July 24, 2025 9:24 AM
To: correspondence
Subject: Safety Hazard at Ambleside park

CAUTION: This email originated from outside the organization from email address s. 22(1). Do not click links or open attachments unless you validate the sender and know the content is safe. If you believe this e-mail is suspicious, please report it to IT by marking it as SPAM.

Dear Mayor and Council Members,

I am s.22(1) 10 year old living in the West Vancouver District.

I hope this message finds you well. I am writing to express my concern regarding a safety issue at the Ambleside Playground Park. Recently, while I was enjoying the facilities, I encountered several exposed nails in the equipment, which resulted in an injury. The open nails were on the wooden structure with slanted beams, I hope you can address this hazard promptly.

Thank you for your attention to this matter. I look forward to hearing back from you.

Sincerely,

s. 22(1)

From: [REDACTED] s. 22(1)
Sent: Wednesday, July 23, 2025 6:11 PM
To: correspondence
Subject: Proposed Development 1552 Esquimalt WV

CAUTION: This email originated from outside the organization from email address [REDACTED] s. 22(1). Do not click links or open attachments unless you validate the sender and know the content is safe. If you believe this e-mail is suspicious, please report it to IT by marking it as SPAM.

Dear Mayor and Council,

I am the property owner of [REDACTED] s. 22(1), WV. I recently attended the Preliminary Consultation Meeting July 3 for the infill proposal for the above address! I fully appreciate the pressure and need to densify this property! I have lived at [REDACTED] s. 22(1). I observe and experience the parking and street congestion daily in this intricate location! We share the space with fire, police and the Municipal Hall! Westshore Place has no parking on 16th in order to accommodate and allow enough space for frequent emergency vehicles! Visitors, home care, deliveries and the trades struggle with this issue daily! [REDACTED] s. 22(1) frequently have to park a block or two away! Renters in the surrounding buildings use the streets to park due to financial constraints or they own a second vehicle! Safety for pedestrians and young children walking to school is extremely dangerous during daylight hours due to speed and the volume of traffic on 16th, Duchess and Esquimalt! [REDACTED] s. 22(1) I really struggle to understand how increased density will be accommodated by the narrow lane that Westshore and 1552 share. More cars, deliveries and garbage trucks will make an already insufficient lane unmanageable and a safety issue! A development of this size will block views, strain infrastructure, negatively impact the social environment, strain transportation and parking! The 1552 proposal with this height and size is not appropriate in this location! Density on this property should respect the existing neighbourhood character !

Thank you for your attention on this matter Sincerely, [REDACTED] s. 22(1)

[REDACTED]
Sent from my iPhone

From: [REDACTED] s. 22(1)
Sent: Friday, July 25, 2025 5:58 PM
To: correspondence; info@1552esquimalt.com; Mark Sager, Mayor; Christine Cassidy; Nora Gambioli; Peter Lambur; Sharon Thompson
Subject: 1552 ahem "Infill" vs Ambleside LAP - Was a new skyline the goal?

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[REDACTED] s. 22(1)
[REDACTED]
West Vancouver, BC
[REDACTED] s. 22(1)

Upon closer observation, visually and monumentally this is not a 19 story tower at all....likely tallest in all of Ambleside at minimum 23 stories...visual below.....

A) "Infill" - every floor has 9 foot ceilings, no neighbouring building does. This adds 2 floors visually. How does 19 stories tower over 20 stories by 3 floors.....visual below.....

B) "infill" - is on a podium.....more height....

So we are now into new Ambleside skyline territory, right? 1st description of the LAP was few towers as possible.....

Can anyone explain how we got here, discussing a new skyline?

Thank you



From: s. 22(1)
Sent: Tuesday, July 29, 2025 9:33 AM
To: correspondence
Cc: Mark Sager, Mayor; Christine Cassidy; Linda Watt; Nora Gambioli; Peter Lambur; Scott Snider; Sharon Thompson
Subject: Clarification and Concerns Regarding Notice Requirements for Large Events – Private Special Events Exemption from Noise Policy 0193
Attachments: 25mar31-10.5 - Private Special Events Exemption from Noise Policy 0193.pdf; PRIVATE SPECIAL EVENTS EXEMPTION FROM NOISE POLICY 0193.pdf

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Matthew O'Connor,
Manager, Bylaw & Licensing Services

Dear Matthew,

I hope this message finds you well. I'm writing regarding the recently adopted *Private Special Events Exemption from Noise Policy 0193*, which I understand you helped develop.

First, I want to commend you and your staff for creating a thoughtful framework to manage noise exemptions for small private events. The policy reflects a meaningful effort to balance community celebration with neighborhood tranquility and sets out comprehensive engagement standards for events with 80 guests or fewer.

However, I have some concerns and questions regarding how the policy addresses larger events (i.e., over 80 guests), which I hope you can help clarify. I've attached both the final approved policy and the original Council report from January 2025 for reference.

Primary Concern – Lack of Notice Requirements for Large Events

While Section 3.3 of Policy 0193 specifies that events exceeding 80 guests must receive a Council exemption, the policy does not outline any requirement for public notification or community consultation. This omission is particularly concerning for several reasons.

First, smaller events require notification to all properties within 100 metres and 80% written concurrence — yet larger events, which often have greater impacts, appear to face no such obligations. Second, the 100-metre radius may be too limited for large events, which can generate noise, parking overflow, and traffic disruption that affect a much wider area. Third, notification should serve two distinct purposes: (1) enabling residents to provide input into the political approval process, and (2) simply informing the broader neighbourhood that a disruptive event will be taking place. In our case, large events at Collingwood's turf field frequently affect much of the Glenmore area, not just those within close proximity.

In practice, this gap has already led to confusion and frustration for residents. For example, on June 12, a soccer event hosted by FC Faly Academy (an external private soccer academy that rents the Collingwood turf field for training programs but has created noise and traffic disturbances affecting nearby residents on evenings and weekends) apparently drew over 100 participants, caused considerable noise and parking disruption, and extended into the evening — yet residents were not notified in advance, and it is unclear whether any formal exemption was applied for or granted.

More recently, Collingwood School submitted a noise exemption request to Council for their “Welcome Back BBQ” scheduled for September 5. While the application was discussed at the July 21 Council meeting and included a Transportation & Parking Plan, the school did not provide notice to residents regarding the application and did not include them in its submission or communications to the Mayor and Council. Despite repeated community efforts to engage constructively — including through the Glenmore Residents–Collingwood School Task Force — this lack of basic communication highlights a persistent transparency gap when it comes to large-scale events.

Questions for Clarification:

1. Is there a formal notice requirement for events over 80 guests, such as neighbour notification or public input? If so, could you please direct me to where that is outlined?
 - 1a. If notification is required, is there any guidance on how far beyond 100 metres it should extend for large-scale events with wider impacts?
2. If no such requirement exists, what was the rationale for omitting it, given that larger events likely have greater community impact?
3. What are the procedural expectations for Council review of these applications — such as submission deadlines, required documentation, or public hearing processes?
4. Are there any additional policies or Council practices that provide guidance on how community engagement is handled for large-scale private event exemptions?
5. Are there any established guidelines for managing potential conflicts of interest when Council members vote on exemption requests involving institutions such as Collingwood School?

I want to emphasize that I am not opposed to community celebrations and special events. However, as you know, Collingwood School regularly hosts at least three large events per year, which add to the existing noise impacts experienced by adjacent Glenmore residents from the turf field. In addition, several other unlisted events at the school — some involving external groups — appear to exceed the 80-guest threshold without proper oversight or notice. My concern is simply to ensure that transparency and resident input are prioritized for all events, regardless of their size.

I appreciate that several Council members have acknowledged residents' consistent and constructive engagement on this matter. I hope that this shared commitment to fairness and accountability will be reflected in future refinements to the policy framework.

Thank you for your time and your ongoing service to the District. I would be grateful for any clarification you can provide on the questions above and would be happy to review any additional documents or practices you recommend.

Sincerely,

s. 22(1)

(redaction requested)

s. 22(1)

West Vancouver, BC

s. 22(1)

Attachments:

- *Policy 0193 – Private Special Events Exemption from Noise (Approved March 31, 2025)*
 - *Council Report – Staff Memo Recommending Policy 0193 (Dated January 29, 2025)*
-

District of West Vancouver
POLICY

Title: Private Special Events Exemption from Noise
Division: Legislative Services
Policy Number: 0193
File Number: 0282-20-0193

1. Purpose

- 1.1. To establish a policy that sets out the conditions under which the District will consider non-enforcement of the provisions set out in Sections 5 and 6 of Noise Control Bylaw No. 4404, 2005 (as amended), for small-scale special events and private parties of 80 guests or less.

2. Scope

- 2.1. This policy applies to members of the public looking to apply for exemption of Section 5 and 6 of the Noise Control Bylaw 4404, 2005 (as amended), for the purpose of hosting a private party or special event of 80 guests or less.

3. Policy Statement

- 3.1. Persons requesting non-enforcement of sections 5 and 6 of the Noise Control Bylaw 4404, 2005 (as amended) for special events or private parties of 80 guests or less must:
 - 3.1.1. Submit a written request to the District's Bylaw & Licensing Services Department at least forty (40) days prior to the event;
 - 3.1.2. Provide a written description of the proposed event, including date, time and duration, and purpose of the event to the surrounding properties within a 100-metre radius and obtain written concurrence from 80% of the properties;
 - 3.1.3. Provide to the District a parking plan;
 - 3.1.4. Identify any third-party operators who may be attending for the purpose of the special event or private party and provide their valid Business Licence to operate in the District; and
 - 3.1.5. Obtain all necessary permits from the British Columbia Liquor and Cannabis Regulation Branch and Vancouver Coastal Health, as may be required, prior to the event.
- 3.2. Staff will assist the applicant in determining the properties to be notified and surveyed and review the information submitted. Staff may approve the request, request modifications to the request in order for approval to be granted, reject the request, or refer the matter to Council.
- 3.3. Applications for special events or private parties of greater than 80 guests will not be reviewed by staff and require Council exemption.

District of West Vancouver
POLICY

- 3.4. Applications for special events or private parties between the hours of 12 a.m. and 7 a.m. will not be reviewed by staff and require Council exemption.

4. Authority

- 4.1. Council delegates authority to staff to exempt private parties and special events of 80 guests or less from the Noise Control Bylaw No. 4404, 2005 (as amended), Sections 5 and 6, within reason.

5. Related Documents

- 5.1. Noise Control Bylaw No. 4404, 2005 (as amended).

6. Approval

| | | |
|--|--|---|
| Approved by | <input type="checkbox"/> Municipal Manager | <input checked="" type="checkbox"/> Mayor and Council |
| Approval date | 2025/03/31 | |
| Council minutes eDocs # (Council Policies only) | 5813554 | |
| Council report eDocs # (Council Policies only) | 5799707 | |
| Signature | <u>[Original signed by Mayor]</u> MAYOR | |

7. Additional Information

| | | |
|----------------------------|---|---|
| Category | <input checked="" type="checkbox"/> Council | <input type="checkbox"/> Administrative |
| Related procedure | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Date of last review | 2025 | |



MEMORANDUM

Date: January 29, 2025 File: 0282-20-0193
To: Mayor & Council
From: Matthew O'Connor, Manager, Bylaw & Licensing Services
Hope Dallas, Senior Manager, Legislative Services/Corporate Officer
Re: **Private Special Events Exemption from Noise Policy 0193**

RECOMMENDATION:

THAT proposed Private Special Events Exemption from Noise Policy 0193 be approved.

The District of West Vancouver is a unique, vibrant community that celebrates many private, cultural, and special events. Currently there exists no available avenue for members of the public to request an exemption from the Noise Control Bylaw No. 4404, 2005 for private events or celebrations. For staff to provide exemption to any municipal bylaw, they would require Mayor and Council approval. Fees for a private special event noise bylaw exemption application are \$153.00, as noted in the Fees and Charges bylaw.

This policy seeks to delegate staff the authority to exempt private parties and special events of 80 guests or less from the Noise Control Bylaw No. 4404, 2005, Sections 5 and 6, within reason. It also outlines the necessary requirements for members of the public who may request non-enforcement for a private event. This would allow staff to streamline exemption requests within a reasonable scope, while publicly identifying the requirements for members of the public. Additionally, this would look to encourage responsible operation of these events and engage the surrounding community in approving the proposed event or activity.

Furthermore, by clearly outlining the scope of what staff can exempt, larger scale event operators would know that their requests must go through Council. Larger events have more significant effects on the surrounding community, which staff would not be permitted to exempt. Finally, by permitting staff the authority to review and exempt private events on a small-scale, the District will look to encourage responsible celebration within our community.

5799707v1

POLICY

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Division: Legislative Services

Policy Number: 0193

File Number: 0282-20-0193

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 - 3.1.4. Identify any third-party operators who may be attending for the purpose of the special event or private party and provide their valid Business Licence to operate in the District; and
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District of West Vancouver
POLICY

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5. Related Documents

- 5.1. Noise Control Bylaw No. 4404, 2005 (as amended).

6. Approval

| | | |
|--|---|---|
| Approved by | <input type="checkbox"/> Municipal Manager | <input checked="" type="checkbox"/> Mayor and Council |
| Approval date | Click here to enter a date. | |
| Council minutes eDocs # (Council Policies only) | | |
| Council report eDocs # (Council Policies only) | | |
| Signature | X _____ | |

7. Additional Information

| | | |
|----------------------------|---|---|
| Category | <input checked="" type="checkbox"/> Council | <input type="checkbox"/> Administrative |
| Related procedure | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Date of last review | 2025 | |

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From: Engineering Department
Sent: Thursday, July 24, 2025 1:10 PM
To: [REDACTED] s. 22(1)
Cc: correspondence
Subject: RE: District of West Vancouver Engineering Public Enquiry - [REDACTED] s. 22(1) - 30km/h In West Vancouver

Hello,

Thank you for reaching out regarding speed limit reduction in West Vancouver.

From 2020 to 2022, the District implemented the [Reduced Speeds in Residential Areas Pilot Project](#). The results of the pilot showed that vehicle speeds are not reduced by signs alone and that most serious collisions occur on collectors and arterial roads and at intersections. Based on the results, Council directed staff to focus traffic calming on specific locations, identified using an evidence based, data-driven approach, rather than adopting a blanket speed reduction. There are currently no plans to proceed with a District-wide 30km/h speed limit.

Additionally, the West Vancouver Police Department has advised that it does not support a policy of this scale and does not have the available resources to enforce it.

For more information on road safety initiatives in West Vancouver, you may refer to the [2025 Road Safety Updates Council Report](#).

Regards,

Engineering & Transportation Services | District of West Vancouver
engineeringdept@westvancouver.ca | 604-925-7020

From: Engineering Department
Sent: Monday, July 14, 2025 3:01 PM
To: [REDACTED] s. 22(1)
Subject: District of West Vancouver Engineering Public Enquiry - [REDACTED] s. 22(1) - 30km/h In West Vancouver

Hello,

Thank you for your email. The Engineering and Transportation Services Department is in receipt of your correspondence. Barring any operational emergencies or unforeseen circumstances, including extreme weather events, a response will be forthcoming within 10 business days. **Call number [REDACTED] s. 22(1) has been created for your enquiry.**

If this is a request for service your enquiry will be forwarded to dispatch@westvancouver.ca.

If this is an operational **emergency** please contact Dispatch at 604-925-7100. This line is monitored 24 hours a day, seven days a week. Emergency call out charges may apply.

Regards,

Engineering & Transportation Services | District of West Vancouver
engineeringdept@westvancouver.ca | 604-925-7020

From: [REDACTED] s. 22(1)
Sent: Wednesday, July 9, 2025 7:23 PM
To: correspondence
Subject: 30 KM in WV

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Hello Mayor & Council

Please institute a 30km speed limit on west vancouver " side streets" ..as city of Vancouver has done.

For instance Council put up 30km signs on yellow line major traffic routes like Inglewood but maintain 50km on side strets like Gordon and Haywood..makes Zero Logic ...speed on side streets but slow down on major traffic streets is your posted Message.

40 year resident

Regards

[REDACTED] s. 22(1)

WV

From: Jill Lawlor
Sent: Friday, July 25, 2025 8:16 AM
To: s. 22(1)
Cc: correspondence
Subject: re: Safety Hazard at Ambleside park

Dear s. 22(1)

Thank you so much for taking the time to write and share your concern with us. I'm sorry to hear that you were hurt while playing at Ambleside Playground, your safety is very important to us.

Thanks to your message, our Parks team is going out to inspect the area and is working to make sure it's safe for everyone. We really appreciate you letting us know.

If you ever notice anything else in the park that doesn't seem right, please don't hesitate to reach out again. It's thoughtful and responsible people like you who help make our community better!

Enjoy the beautiful summer!

Warm regards,

Jill

Jill Lawlor (she, her)
Senior Manager of Parks
Parks Culture & Community Services | District of West Vancouver
t: 604-921-3467 | c: 604-418-3657 | westvancouver.ca



We acknowledge that we are on the traditional, ancestral, and unceded territory of the [Skwxwú7mesh Úxwumixw](#) (Squamish Nation), [səlilwətaʔ](#) (Tsleil-Waututh Nation) & [xʷməθkʷəy̍əm](#) (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. *Learn more about each of these Nations; click each name to visit their official website.*

From: s. 22(1)
Sent: Thursday, July 24, 2025 9:24 AM
To: correspondence
Subject: Safety Hazard at Ambleside park

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Thank you for your attention to this matter. I look forward to hearing back from you.

Sincerely,

s. 22(1)

