



Internal Community Hub Steering Committee

Minutes

March 6, 2025, 12:30 p.m.
City Hall Boardroom (and via electronic means)
15322 Buena Vista Avenue, White Rock, BC, V4B 1Y6

COUNCIL (VOTING): Councillor Bill Lawrence, Chairperson
Councillor Ernie Klassen, Vice-Chairperson

STAFF (VOTING): Guillermo Ferrero, Chief Administrative Officer
Jim Gordon, Director of Engineering and Municipal Operations
Anne Berry, Director of Planning and Development Services
Candice Gartry, Director of Financial Services

STAFF (NON-VOTING): Janessa Auer, Committee Clerk

PUBLIC: 2

1. **CALL TO ORDER**

Due to audio challenges with the Chairperson's Microsoft Teams connection, the Chief Administrative Officer (CAO) assumed the role of Chairperson and called the meeting to order at 12:34 p.m.

2. **ADOPTION OF AGENDA**

Motion Number 2025-ICHSC-003: It was MOVED and SECONDED

THAT the Internal Community Hub Steering Committee adopts the agenda for the March 6, 2025 meeting as circulated.

Motion CARRIED

3. ADOPTION OF MINUTES

Motion Number 2025-ICHSC-004: It was MOVED and SECONDED

THAT the Internal Community Hub Steering Committee adopts the minutes of the February 6, 2025 meeting as circulated.

Motion CARRIED

4. SENIOR PROJECT MANAGER RECRUITMENT UPDATE

The CAO advised that Darcy Dupont has been appointed as the Senior Project Manager for the Community Hub project and will be starting with the City on March 17, 2025. In this role, Mr. Dupont will oversee the planning and execution of the Community Hub to ensure it aligns with the City's strategic goals.

5. ANALYSIS OF AFFORDABLE HOUSING INCLUSION IN COMMUNITY HUB PROJECT

The CAO provided an overview of the financial feasibility analysis on affordable housing inclusion within the Community Hub project, as well as plans for facilitation of the public consultation process, both of which Urban Systems consulting firm has provided the City with a cost quote for. He suggested that it would be ideal to have the new Senior Project Manager review these plans prior to moving forward with further direction from Council.

Councillor Lawrence resumed Chairing duties at 12:41 p.m.

Motion Number 2025-ICHSC-005: It was MOVED and SECONDED

THAT the Internal Community Hub Steering Committee recommends that Council wait until the Senior Project Manager begins his role before proceeding with further direction on the Urban Systems quote for the analysis and consultation process.

Motion CARRIED

6. UPDATES FROM EXTERNAL ORGANIZATION MEETINGS

The CAO shared updates following his meetings with representatives from three (3) external organizations, regarding their potential inclusion within the Community Hub project. He noted that discussions are very high-level at this time and that no formal commitments have been made.

The following updates were provided:

White Rock Museum & Archives:

- Not in support of relocating to the Community Hub
- Do support relocating archives to the hub, which would require 2500 square feet, a climate-controlled storage room, and an office for the Coordinator
- It was noted that inclusion of the archives was not included in the initial financial analysis for the Community Hub project, which would need to be considered going forward.

Evergreen Childcare Centre:

- In support of relocation to hub and prefer Scenario Three (3)
- Need to ensure new space meets Fraser Health's regulatory requirements
- Committed to continue providing daycare services in the new hub

White Rock Library:

- In support of Community Hub project and modern library design trends; prefer Scenario Three (3)
- Emphasized the importance of shared spaces for community programming
- Recommended more square footage than what is being proposed, and shared additional requirements/priorities, as follows:
 - Ground floor access
 - Noise control and accessibility
 - Flexible spaces for programming
 - Adequate cabling for technology
 - Sufficient parking
- Interested in participating in the next phase of needs assessment and concept refinement

The CAO noted that he is scheduled to meet with Sources next week, following their expressed interest in inclusion in the hub during a recent presentation to Council. He plans to bring forward further updates at the next meeting.

7. CORRESPONDENCE - RECEIVED FOR INFORMATION

Motion Number 2025-ICHSC-006: It was MOVED and SECONDED

THAT the Internal Community Hub Steering Committee receives correspondence item 7.1 and on-table correspondence item 7.2 as circulated.

Motion CARRIED

7.1 LETTER OF SUPPORT FROM SURREY BOARD OF TRADE AND SOUTH SURREY & WHITE ROCK CHAMBER OF COMMERCE

Letter dated February 7, 2025, to Mayor and Council from Indra Bhan, Interim CEO & COO, Surrey Board of Trade, and Acting ED, South Surrey & White Rock Chamber of Commerce, expressing support for the Community Hub project.

7.2 LETTER OF SUPPORT FROM KENT STREET EXECUTIVE COMMITTEE

On-table letter dated March 5, 2025, to Mayor and Council from Bernie Blessman, Chairperson, Kent Street Executive Committee, expressing support for the Community Hub project.

8. OTHER BUSINESS

None

9. INFORMATION

9.1 COMMITTEE ACTION TRACKING

The CAO provided an update on the status of action items noted in the Committee's action and motion tracking document.

10. 2025 MEETING SCHEDULE

The following meeting schedule was previously approved by the Committee and was provided for information purposes:

- April 3, 2025;


- May 8, 2025;
- June 5, 2025;
- July 3, 2025;
- September 4, 2025;
- October 2, 2025; and,
- November 6, 2025.

All meetings are scheduled to take place from 3:00 p.m. to 4:30 p.m.

11. **CONCLUSION OF THE MARCH 6, 2025 INTERNAL COMMUNITY HUB STEERING COMMITTEE MEETING**

The meeting was concluded at 1:00 p.m.

Councillor Lawrence, Chairperson



Janessa Auer, Committee Clerk