



Internal Community Hub Steering Committee Action & Motion Tracking Document

Term: November 2023 – completion of mandate
Updated: March 10, 2025

ACTION ITEMS

ACTION ITEM	AGENDA ITEM	DATE	ASSIGNED MEMBER	STATUS
CAO to inquire with the Urban Systems team as to when they anticipate having the requested report completed, and to report back to the Committee to advise if an additional meeting is necessary.	8. 2024 Meeting Schedule	2024-06-27	CAO	COMPLETED
CAO to determine a successful candidate for the Community Hub Project Manager position.	4. Next Steps Discussion	2025-02-06	CAO	COMPLETED
CAO to contact Urban Systems to request additional analysis be completed regarding incorporation of affordable housing at the Community Hub site.	4. Next Steps Discussion	2025-02-06	CAO	COMPLETED
CAO to meet with Sources representative(s) to further explore Youth Foundry inclusion within the Community Hub project.	4. Next Steps Discussion	2025-02-06	CAO	COMPLETED
CAO to meet with White Rock Library representative(s) to discuss the library's inclusion and requirements at a high level.	4. Next Steps Discussion	2025-02-06	CAO	COMPLETED

CAO to meet with White Rock Museum & Archives representative(s) to explore potential inclusion within the Community Hub project.	4. Next Steps Discussion	2025-02-06	CAO	COMPLETED
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MOTIONS

RECOMMENDATION	AGENDA ITEM	DATE	ASSIGNED MEMBER	STATUS
<p>2023-ICHSC-002: THAT the Internal Community Hub Steering Committee approves the following 2024 schedule of meetings (taking place from 2:00 p.m. to 3:30 p.m. in the City Hall Boardroom) as follows:</p> <ul style="list-style-type: none"> • January 18, 2024; • February 8, 2024; • March 7, 2024; • April 4, 2024; • May 2, 2024; • June 6, 2024; • July 4, 2024; • September 5, 2024; • October 3, 2024; and, • November 7, 2024. 	10. 2024 Meeting Schedule	2023-11-29	Committee	ENDORSED
<p>2023-ICHSC-005: THAT the Internal Community Hub Steering Committee recommend that Council approve award of the proposal from Urban Systems, to be funded from the Community Hub reserve.</p>	4. Redevelopment Options – Discussion with Urban Systems Team	2024-01-18	Council	ENDORSED (February 12, 2024 Regular Council meeting)

<p>2023-ICHSC-008: THAT the Internal Community Hub Steering Committee provides the following feedback to Council:</p> <ul style="list-style-type: none"> The proposed location is suitable if the space provided can meet the needs of a 35,000 square foot finished City Hall facility, plus staff and customer parking. 	<p>4. Initial Review of 1513 Johnston Road</p>	<p>2024-05-09</p>	<p>Council</p>	<p>Included on May 27, 2024 Regular Council agenda ENDORSED</p>
<p>2023-ICHSC-009: THAT the Internal Community Hub Steering Committee considers the needs of a seniors' center as presented to Council within the Community Hub design.</p>	<p>5. Kent Street Activity Centre Needs Assessment Study</p>	<p>2024-05-09</p>	<p>Council</p>	<p>Included on May 27, 2024 Regular Council agenda ENDORSED</p>
<p>2023-ICHSC-014: THAT the Internal Community Hub Steering Committee receives the Urban Systems report and defers a recommendation to Council to the Committee's next meeting in November.</p>	<p>4. Urban Systems Report</p>	<p>2024-10-10</p>	<p>Committee</p>	<p>ENDORSED</p>
<p>2023-ICHSC-017: THAT the Internal Community Hub Steering Committee refers the Urban Systems report presented at the October 10, 2024 meeting to Council for consideration, and invites Urban Systems to an upcoming Council meeting to present their findings.</p>	<p>4. Urban Systems Report</p>	<p>2024-11-07</p>	<p>Council</p>	<p>Included on November 25, 2024 Regular Council agenda ENDORSED (Report and Urban Systems presentation provided at December 9, 2024 Regular Council meeting)</p>
<p>2023-ICHSC-018: THAT the Internal Community Hub Steering Committee approves the 2025 schedule of meetings as follows:</p> <ul style="list-style-type: none"> January 9, 2025; February 6, 2025; March 6, 2025; April 3, 2025; 	<p>8. 2025 Meeting Schedule</p>	<p>2024-11-07</p>	<p>Committee</p>	<p>ENDORSED</p>

<ul style="list-style-type: none"> • May 8, 2025; • June 5, 2025; • July 3, 2025; • September 4, 2025; • October 2, 2025; and, • November 6, 2025. 				
<p>2025-ICHSC-005: 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.</p>	<p>5. Analysis of Affordable Housing Inclusion in Community Hub Project</p>	<p>2025-03-06</p>	<p>Council</p>	<p>Included on March 31, 2025 Regular Council agenda</p>
<p>2025-ICHSC-006: THAT the Internal Community Hub Steering Committee receives correspondence item 7.1 and on-table correspondence item 7.2 as circulated.</p>	<p>7. Correspondence</p>	<p>2025-03-06</p>	<p>Committee</p>	<p>ENDORSED</p>