



Internal Community Hub Steering Committee

Minutes

April 16, 2025, 1:15 p.m.

City Hall Boardroom

15322 Buena Vista Avenue, White Rock, BC, V4B 1Y6

COUNCIL (VOTING): Councillor Bill Lawrence, Chairperson

STAFF (VOTING): Guillermo Ferrero, Chief Administrative Officer
Anne Berry, Director of Planning and Development Services
Jim Gordon, Director of Engineering and Municipal Operations
Candice Gartry, Director of Financial Services
Darcy Dupont, Senior Project Manager, Community Hub

ABSENT: Councillor Ernie Klassen, Vice-Chairperson

STAFF (NON-VOTING): Robyn Barra, Manager of Communications and Government Relations
Debbie Johnstone, Deputy Corporate Officer

1. CALL TO ORDER

The Chief Administrative Officer (CAO) assumed the role of Chairperson and called the meeting to order at 1:25 p.m.

2. ADOPTION OF AGENDA

Motion Number: 2025-ICHSC-009 It was MOVED and SECONDED

THAT the Internal Community Hub Steering Committee adopts the agenda for the April 16, 2025 meeting as circulated.

Motion CARRIED

3. ADOPTION OF MINUTES

Councillor Lawrence entered the meeting at 1:26 p.m. and took over as Chairperson for the remainder of the meeting.

Motion Number: 2025-ICHSC-010 It was MOVED and SECONDED

THAT the Internal Community Hub Steering Committee adopts the minutes of the April 3, 2025 meeting as circulated.

Motion CARRIED

4. COMMUNITY HUB COMMUNICATIONS PLAN

The Manager of Communications and Government Relations provided a PowerPoint presentation outlining the Communication Plan for the Community Hub project. It was clarified that, to minimize public confusion, the rollout of the Community Hub communication plan is scheduled for April 30, following the completion of the Official Community Plan (OCP) survey.

The Committee suggested enhancing the prominence of the Community Hub content in both the 2025 Property Tax Notice and the Water Bill insert.

Motion Number: 2025-ICHSC-011 It was MOVED and SECONDED

THAT the Internal Community Hub Steering Committee recommends that the Community Hub Communications Plan be presented to Council at their next scheduled meeting (April 28, 2025).

Motion CARRIED

5. OTHER BUSINESS

The CAO advised that a letter had been received from the President of CUPE Local 718 regarding the deteriorating conditions of City Hall and the Annex Building, and the urgent need for a new, accessible civic facility.

Motion Number: 2025-ICHSC-012 It was MOVED and SECONDED

THAT the Internal Community Hub Steering Committee recommends that the letter from CUPE Local 718, dated April 16, 2025, be placed on the April 28, 2025 Regular Council agenda for information.

Motion CARRIED

6. INFORMATION

6.1 COMMITTEE ACTION TRACKING

Corporate Administration updates the action and motion tracking document after each meeting and provides it to the Committee for information.

7. 2025 MEETING SCHEDULE

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

- May 15, 2025;
- June 5, 2025;
- July 3, 2025;
- September 4, 2025;
- October 2, 2025; and,
- November 6, 2025

8. **CONCLUSION OF THE APRIL 16, 2025, INTERNAL COMMUNITY HUB
STEERING COMMITTEE MEETING**

The meeting was concluded at 1:44 p.m.



Councillor Lawrence,
Chairperson

Debbie Johnstone, Deputy Corporate
Officer

Unapproved