



Community Hub Advisory Committee

Minutes

December 2, 2025, 4:00 p.m.

Gallery Room, White Rock Community Centre Council Chambers
15154 Russell Ave, White Rock, BC, V4B 0A6

PRESENT: Temma Chow, Community Member
Jeff Day, Community Member
Arden English, Community Member
Veronica Reiss, Community Member
Muhammad Syed, Community Member
Steve Zuliani, Community Member

COUNCIL: Councillor Bill Lawrence, Chairperson (non-voting) (arrived at
4:29 p.m.)
Councillor Christopher Trevelyan, Vice-Chairperson (non-voting)

ABSENT: Desphal Grewal, Community Member

STAFF: Darcy Dupont, Community Hub Senior Project Manager
Janessa Auer, Committee Clerk

PUBLIC: 1

1. **CALL TO ORDER**

The Vice-Chairperson assumed the role of Chairperson and called the meeting to order at 4:12 p.m.

2. ADOPTION OF AGENDA

Motion Number 2025-CHAC-001: It was MOVED and SECONDED

THAT the Community Hub Advisory Committee adopts the agenda for the December 2, 2025 meeting as circulated.

Motion CARRIED

3. OPENING REMARKS & CONTEXT

The Vice-Chairperson provided an introduction and invited the Senior Project Manager to share opening remarks.

4. INTRODUCTIONS - "WHOSE LINE IS IT, ANYWAYS?"

The Senior Project Manager facilitated roundtable introductions.

5. COMMITTEE ORIENTATION PRESENTATION

The Committee Clerk provided a PowerPoint presentation outlining general information about advisory committees, member roles, and meeting processes.

6. TERMS OF REFERENCE & COMMITTEE OVERVIEW

Councillor Lawrence arrived at the meeting at 4:29 p.m. and resumed his role as Chairperson for the remainder of the meeting.

The Senior Project Manager presented an overview of the Committee's Terms of Reference and mandate, summarized factors influencing the Community Hub project to date, and outlined goals and expectations for the Committee moving forward.

He also introduced the Community Hub Project Charter, the central planning document designed to align the Committee, Council, staff, and consultants throughout the process. A draft Charter is currently in development and will be presented to the Committee for review and feedback in the new year, prior to coming forward to Council for consideration and endorsement.

A roundtable discussion followed, during which time members provided preliminary feedback and suggestions for the Senior Project Manager's consideration going forward.

7. PROJECT OVERVIEW - WHERE WE ARE NOW

The Chairperson noted that this topic was discussed under Item 6.

8. CIVIC BLOCK VIABILITY REPORT

The Senior Project Manager provided a brief overview of his November 17, 2025 corporate report to Council, titled "Community Hub - Civic Block Viability Report," including the Community Hub Feasibility Report prepared by UPL1FT Consulting, which he noted is the most pertinent report for members to focus on at this time.

The Committee discussed the potential inclusion of the daycare, library, RCMP, and Fire Hall sites in the Community Hub project. Staff confirmed that the RCMP and Fire Hall buildings, being relatively new, have not been considered as part of the development. While Council has not formally ruled out the relocation and inclusion of the daycare and library within this project, members emphasized the need for an early determination about this to avoid duplicating work and ensure efficient analysis as the project advances.

9. DRAFT 2026 COMMITTEE WORKPLAN

The Chairperson and Senior Project Manager explained that completing the Community Hub Project Charter is the initial priority, as it will serve as the foundation for the Committee's workplan moving forward.

10. WORKPLAN REFINEMENT & CONSENSUS

This topic was discussed under Item 9.

11. INFORMATION

11.1 COMMITTEE ACTION TRACKING

Corporate Administration provided the action and motion tracking document to the Committee for information. This document will be updated on a regular basis and included in each meeting's agenda package.

12. **2026 MEETING SCHEDULE**

Motion Number 2025-CHAC-002: It was MOVED and SECONDED

THAT the Community Hub Advisory Committee approves the following 2026 schedule of meetings (taking place from 4:00 p.m. to 6:00 p.m. in Council Chambers at the White Rock Community Centre) as follows:

- January 15, 2026;
- February 19, 2026;
- March 19, 2026;
- April 16, 2026;
- May 21, 2026;
- June 18, 2026;
- July 16, 2026; and,
- September 17, 2026.

Motion CARRIED


13. **NEXT STEPS & CLOSING REMARKS**

The Chairperson outlined next steps and encouraged members to review the reports in this meeting's agenda package.

14. **CONCLUSION OF THE DECEMBER 2, 2025 COMMUNITY HUB ADVISORY COMMITTEE MEETING**

The Chairperson declared the meeting concluded at 5:56 p.m.

Councillor Lawrence, Chairperson



Janessa Auer, Committee Clerk