

File No. 04-1000-20-2016-084

April 14, 2016

s.22(1)

Dear s.22(1) :

Re: Request for Access to Records under the Freedom of Information and Protection of Privacy Act (the "Act")

I am responding to your request of March 16, 2016 for:

Regarding staff/council briefings - the master list containing the following data: date, time, briefing topic, staff contact or lead, and what staff were invited, from January 1, 2015 to March 16, 2016.

All responsive records are attached.

Please do not hesitate to contact me if you have any questions.

Yours truly,



Barbara J. Van Fraassen, BA
Director, Access to Information
City Clerk's Department, City of Vancouver
Email: Barbara.vanfraassen@vancouver.ca
Telephone: 604.873.7999

Encl.

:cf

2015 Staff/Council Briefings - January to December

Date	Time	Place	Subject
Monday, January 12	1:00 - 3:30 pm	Committee Room 1	CANCELLED
Monday, January 19	1:00 - 3:30 pm	Committee Room 1	CANCELLED
Monday, January 26	1:00 - 3:30 pm	Committee Room 1	CANCELLED
Monday, February 2	1:00 - 3:30 pm	Committee Room 1	CANCELLED
Monday, February 9		NO BRIEFING	STAT - FAMILY DAY
Monday, February 16	1:00 - 2:30 pm	Committee Room 1	Vancouver Coastal Health Confidential Briefing on Mental Health Contact and Invited: VCH Staff
Monday, February 23	1:00 - 3:30 pm	Committee Room 1	CANCELLED
Monday, March 2	1:00 - 2:00 pm	Committee Room 1	2015 Property Taxation - Land Assessment Averaging <u>Staff Contact:</u> Grace Cheng <u>Staff Invited:</u> Neal Stratton, Marty Radakovich, Grant Murray, Patrice Impey
Monday, March 9		NO BRIEFING	SPRING BREAK
Monday, March 16		NO BRIEFING	SPRING BREAK & TED CONFERENCE
Monday, March 23	1:00 - 3:30 pm	Committee Room 1	CANCELLED
Monday, March 30	1:00 - 3:30 pm	Committee Room 1	CANCELLED
Monday, April 6		NO BRIEFING	STAT - EASTER MONDAY
Monday, April 13	1:00 - 3:30 pm	Committee Room 1	CANCELLED
Monday, April 20	1:00 - 2:00 pm	Committee Room 1	Framework for Regulation of Marijuana Dispensaries <u>Staff Contact:</u> Thor Kuhlman <u>Staff Invited:</u> Iain Dixon, Thor Kuhlmann, Andreea Toma, June Christy, Mike Porteous, Jim Chu
Monday, April 27	1:00 - 3:30 pm	Committee Room 1	CANCELLED
Monday, May 4	1:00 - 3:30 pm	Committee Room 1	CANCELLED

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Date	Time	Place	Subject
Monday, May 11	1:00 - 2:00 pm	Committee Room 1	Burrard Corridor Projects <u>Staff Contact:</u> Paul Storer <u>Staff Invited:</u> Cheryl Nelms, Brian Crowe, Lon LaClaire, David Currie, Taryn Scollard, Dane Doleman, Kevin Cavell, Rebecca Co, Paul Neely, David Parkin, Jeff Scully, Terry Wilson
Monday, May 18		NO BRIEFING	STAT - VICTORIA DAY
Monday, May 25	1:00 - 3:30 pm	Committee Room 1	CANCELLED
Monday, June 1	1:00 - 2:00 pm	Committee Room 1	Heritage Plan Update including First Shaughnessy <u>Staff Contact:</u> Marco D'Agostini <u>Staff Invited:</u> Anita Molaro, Tanis Knowles Yarnell, Catherine Kinahan, Heidi Granger, Tami Gill, Jerry Evans
Monday, June 8		NO BRIEFING	COUNCILLORS @ FCM
Monday, June 15	1:00 -3:30 pm	Committee Room 1	CANCELLED
Monday, June 22	1:00 - 3:30 pm	Committee Room 1	CANCELLED
Monday, June 29	1:00 - 2:00 pm 2:00 - 3:00 pm	Committee Room 1	SEFC - NEU - 5 Year Review <u>Staff Contact:</u> Grace Cheng <u>Staff Invited:</u> Chris Baber, Brian Crowe, Rob Evans, Kieran McConnell Fire By-law <u>Staff Contact:</u> Rick Cheung <u>Staff Invited:</u> Andreea Toma, Steve Laleune, Rob Renning, Sarah Hicks
Monday, July 6	1:00 -2:00 pm	Committee Room 1	Awards of Excellence <u>Staff Contact:</u> Wendy Au <u>Staff Invited:</u> Lesley Matthews, Pearl Zhang, Paul Hendren
Monday, July 13	1:00 -3:30 pm	Committee Room 1	CANCELLED

2015 Staff/Council Briefings - January to December

Date	Time	Place	Subject
Monday, July 20	1:00 -3:30 pm	Committee Room 1	CANCELLED
Monday, July 27	1:00 -3:30 pm	Committee Room 1	CANCELLED
Monday, August 3, 10, 17, 24, 31		NO BRIEFINGS	Councillors in Recess
Monday, September 7		NO BRIEFING	STAT - LABOUR DAY
Monday, September 14	1:00 - 2:00 pm 2:00 - 3:00 pm	Committee Room 1	Vancouver Coastal Health presentation - DTES roll out <u>Staff Contact:</u> VCH Staff <u>Staff Invited:</u> Tom Wanklin, John Greer, Patrick Murphy, Kevin McNaney, Dianna Hurford, Adam Palmer, Michelle Davy, Howard Tran, Rob Renning, Lynn Nofle 2016 Budget outlook report <u>Staff Contact:</u> Grace Cheng <u>Staff Invited:</u> Nancy Eng (VPD), Steve Rai, Tim Sansom, Karim Nanji, Kate Gibson
Monday, September 21		NO BRIEFING	Councillors @ UBCM
Monday, September 28	1:00 - 3:30 pm	Committee Room 1	CANCELLED
Monday, October 5	1:00 -3:30 pm	Committee Room 1	CANCELLED
Tuesday, October 13	2:30 - 4:30	Committee Room 1	Viaducts <u>Staff Contact:</u> Holly Sovdi <u>Staff Invited:</u> Lon LaClaire, Devan Fitch, Kevin McNaney, Anita Molaro, Yvonne Liljefors, Jennifer Mayberry, Jeff Greenberg, Jerry Evans
Monday, October 19	1:00 -3:30 pm	Committee Room 1	CANCELLED

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Monday, October 26	1:00 - 2:00 pm	Committee Room 1	Non-Market Leases <u>Staff Lead:</u> Matthew Bourke <u>Staff Invited:</u> Mukhtar Latif, Jim De Hoop, Stanley Leung, Grace Cheng, Heidi Granger, Greg Hamilton, Patrice Impey, Abigail Bond, Brian Sears, Teresa Hartman
Monday, November 2	1:00 -2:00 pm	Committee Room 1	Privacy Commissioner's Report on Email Deletion and FOI Processes <u>Staff Lead:</u> Barbara Van Fraassen <u>Staff Invited:</u> Jason Twa, Mark McDonald
Monday, November 9	1:00 -3:30 pm	Committee Room 1	CANCELLED
Monday, November 16	1:00 - 3:30 pm	Committee Room 1	CANCELLED
Monday, November 23	1:00 - 3:30 pm	Committee Room 1	2016 Budget <u>Staff Contact:</u> Grace Cheng <u>Staff Invited:</u> Colin Knight, Julia Morrison, Tim Sansom, Holly Munn, Steve Rai, Nancy Eng (VPD)
Monday, November 30	1:00 - 3:30 pm	Committee Room 1	CANCELLED
Monday, December 7	1:00 - 3:30 pm	Committee Room 1	Program for Affordable Home Ownership <u>Staff Contact:</u> Mukhtar Latif <u>Staff Invited:</u> Abigail Bond, Kelly Oehlschlager, Allison Dunnet, Grace Cheng, Ben Russell
Monday, December 14	1:00 - 3:30 pm	Committee Room 1	CANCELLED

Date	Time Start	Time End	Subject	RTS #	Staff Contact/ Phone #	CM Briefing Date	CMT Briefing Date (if required)	Council Mtg Date	Law Approval	CM Approval	Meeting Request Update Complete	Confirmati on Email to Staff Comp ete	Staff Lead	Invited Staff	Comments
January 18, 2016	4:00 PM	2:30 PM	Revised Rezoning Enquiry for Oakridge Centre		Susan Haid/6431			TBD	Yes	Yes				S Johnston, J Pickering, M Bromley, B Aujla, J Dobrovolny, P Impey, F Connell, S Haid, M McGuire, P St Michel, D Hutch	Jan 13/16: BR EFING CANCELLED
January 25, 2016	1:00 PM	3:30 PM	2016 Service Year Awards												
February 1, 2016	1:00 PM	2:00 PM	Port Metro Vancouver Centerm Expansion		Randy Pecarski/87810			N/A	Yes	Yes				Jane Pickering; Jerry Dobrovolny; Lon LaClaire; Paul Mochrie; Karen Levitt; Randy Pecarski; Kevin McNaney	Time sensitive - before Feb. 15th
February 1, 2016	2:00 PM	2:45 PM	Urban Farming Policy Recommendations	11150	Mary Clare Zak/James O'Neill			February 2 or 3 In Camera	Yes	Yes				Teresa Hartman; Mary Clare Zak; Patrice Impey; Grace Cheng; Grant Murray; Heather Burpee; James O'Neill	Requested by CM
February 1, 2016	2:45 PM	3:30 PM	Rugby Canada Sevens World Series		Michelle Collens/6491				n/a	Yes			Mary Clare Zak/James O'Neill	Malcolm Bromley; Rena Kendall-Craden; Michelle Collens; Octavio Silva; External presenters from Canada Sevens and Vancouver Rugby Festival; Sandi Swanigan	Requested by CM - external invitees are arranged
February 22, 2016	1:00 PM	2:15 PM	False Creek Flats Area Planning Process - East West Connector		Jane Pickering/7456				Yes	Yes			Kevin McNaney	Jane Pickering; Kevin McNaney; Sadhu Johnson; Bill Aujla; Jerry Dobrovolny; Francie Connell; Lon LaClaire; Tom Wanklin; Thomas Daley	
February 22, 2016	2:15 PM	3:00 PM	Canada's 150th Celebration in 2017 Visioning Exercise		Marg Specht/6842			TBD	Yes	Yes			Marg Specht	Kathleen Llewelyn-Thomas; Sandra Singh; Malcolm Bromley; Patrice Impey; Jerry Dobrovolny; Wendy Au	
February 22, 2016	3:00 PM	3:30 PM	Council Remuneration & Support	11251	Paul Mochrie			Feb. 24/15 P&SP	N/A	Requested by CM			Paul Mochrie	Janice MacKenzie; Paul Mochrie; Rosemary Hagiwara	No form required - requested by CM Feb 15/16
February 29, 2016	1:00 PM	2:30 PM	Process for Prioritizing Locations for Pedestrian Signalized Intersections	11261	Steve Brown/87393			Briefing only	Yes	Yes	Feb. 24	Feb. 24	Steve Brown	Jerry Dobrovolny; Lon LaClaire; Steve Brown; Liliana Quinterro; Winston Chou	
February 29, 2016	2:30 PM	3:30 PM	Property Tax - Land Assessment Averaging	3 reports: 11298	Grace Cheng/86654			3 reports: 11298-Mar 9; 11299 Apr 20 - 11305 M	Yes	Yes	Feb. 24	Feb. 24	Grace Cheng	Patrice Impey, Ben Russell, Grace Cheng	
March 7, 2016	1:00 PM	2:00 PM	Central Waterfront Hub Framework	11233	Anita Molaro/86479			TBD	Yes	Yes			Anita Molaro	Sadhu Johnston; Jane Pickering; Bill Aujla; Jerry Dobrovolny; Francie Connell; Anita Molaro; Kevin McNaney; Lon LaClaire; Sailen Black; Steve Brown	
March 7, 2016	2:00 PM	3:30 PM	Vancouver Services Review - Status Update	10909	Tersesa Hartman/Obrian Mvundura 82053/82059			TBD (April 2016)	Yes	Yes			Teresa Hartman/O brian Mvundura	Sadhu Johnson; Paul Mochrie; Patrice Impey; Teresa Hartman; Obrian Mvundura; Guy Lerous; Sarah Iacoe; Sonny Gill; Sarah Kapoor	
April 4, 2016	1:00 PM	2:00 PM	Permit Times		Jane Pickering/7456			N/A	N/A	Yes				Jane Pickering; George Fujii; Patrice Impey	No form provided - requested by CM (moved from Feb. 22)
April 4, 2016	2:00 PM	3:30 PM	AVAILABLE												
April 11, 2016	1:00 PM	2:30 PM	2015 Annual Financial Report	11270	Esther Lee			Apr. 20/16 CF&S	Yes	Yes	Feb. 24 - holding off until other			Acting City Manager, GM Finance, Risk & Business Planning, Greg Krueger, Ben Russell, Brian Szabo, Engagement Partner KPMG	
April 11, 2016	2:30 AM	3:30 PM	AVAILABLE												
April 18, 2016	1:00 PM	3:00 PM	VPD Presentation to Police Board & City Council		Chief Constable Adam Palmer/604-717-2950			N/A	Yes	Yes			Chief Constable Adam Palmer	CC Adam Palmer; DCC Warren Lemcke; DCC Steve Rai & new DCC to be appointed shortly. External VPD Board members	Requested by CM

April 25, 2016	1:00 PM	3:30 PM	HOLD - Apr. 25 or May 9 tentatively for Jubilee House Joint Council/CMT Tour - contact is Sadhu Johnston													
May 2, 2016	1:00 PM	3:30 PM														
May 9, 2016	1:00 PM	3:30 PM	HOLD - Apr. 25 or May 9 tentatively for Jubilee House Joint Council/CMT Tour - contact is Sadhu Johnston													
May 16, 2016	1:00 PM	3:30 PM														
May 30, 2016	1:00 PM	3:30 PM														
June 6, 2016	1:00 PM	3:30 PM														
June 13, 2016	1:00 PM	3:30 PM														
June 20, 2016	1:00 PM	3:30 PM														
June 27, 2016	1:00 PM	3:30 PM														
July 4, 2016	1:00 PM	3:30 PM														
July 11, 2016	1:00 PM	3:30 PM														
July 18, 2016	1:00 PM	3:30 PM														
July 25, 2016	1:00 PM	3:30 PM														
September 12, 2016	1:00 PM	3:30 PM														
September 19, 2016	1:00 PM	3:30 PM														
October 3, 2016	1:00 PM	3:30 PM														
October 17, 2016	1:00 PM	3:30 PM														
October 24, 2016	1:00 PM	3:30 PM														
October 31, 2016	1:00 PM	3:30 PM														
November 7, 2016	1:00 PM	3:30 PM														
November 14, 2016	1:00 PM	3:30 PM														
November 21, 2016	1:00 PM	3:30 PM														
November 28, 2016	1:00 PM	3:30 PM														
December 5, 2016	1:00 PM	3:30 PM														
December 12, 2016	1:00 PM	3:30 PM														