

From: "Johnston, Sadhu" <Sadhu.Johnston@vancouver.ca>

To: "Direct to Mayor and Council - DL"

CC: "City Manager's Correspondence Group - DL"

"Kelley, Gil" <Gil.Kelley@vancouver.ca>

"Thomas, Robin" <robin.thomas@vancouver.ca>

"Haid, Susan" <Susan.Haid@vancouver.ca>

Date: 3/6/2019 9:58:02 PM

Subject: FW: Memo to Mayor and Council - Special Meeting CityWide Plan Scoping Workshop March 6 2019 \*Updated\*

Attachments: Memo to Mayor and Council - Special Meeting CityWide Plan Scoping Worksh....pdf  
Council Workshop Meeting Plan March 9 2019 final (01142650xD3527).pdf

Good Evening Mayor and Council,

Based on further input from the City Clerk and the Law department, the memorandum regarding the **Special Meeting: City-Wide Plan Scoping Workshop with Council** dated March 5, 2019 (sent yesterday) has been updated and replaced with the attached memorandum dated March 6 2019.

The revised memo includes minor corrections, for example, deleting reference to the need to vote to go into a workshop format (the Clerk deemed this was not necessary), and deleting reference to posting an audio recording of the meeting on the city's website after the meeting (the Clerk recommended a video recording be made available).

A slightly revised meeting plan for March 9, aligned with these minor corrections, is also attached.

Please note an e-mail from the General Manager of Planning, Urban Design and Sustainability is forthcoming and will include some reference material for the Saturday workshop, including the Terms of Reference for the Cityplan Community Visions process requested at last Monday's Council briefing.

Thank you, and look forward to seeing you on Saturday.

Sadhu

**Sadhu Aufochs Johnston** | City Manager  
City of Vancouver | 453 W 12<sup>th</sup> Avenue  
Vancouver | BC V5Y 1V4  
604.873.7627 | [Sadhu.johnston@vancouver.ca](mailto:Sadhu.johnston@vancouver.ca)  
Twitter: sadhuajohnston

## MEMORANDUM

March 6, 2019

TO: Mayor and Council

CC: Sadhu Johnston, City Manager  
Paul Mochrie, Deputy City Manager  
Lynda Graves, Administration Services Manager, City Manager's Office  
Rena Kendall-Craden, Communications Director  
Katrina Leckovic, City Clerk  
Neil Monckton, Chief of Staff, Mayor's Office  
Alvin Singh, Communications Director, Mayor's Office  
Anita Zaenker, Chief of Staff, Mayor's Office  
Sandra Singh, General Manager, Arts, Culture and Community Services  
Malcolm Bromley, General Manager, Parks and Recreation  
Patrice Impey, General Manager, Finance, Risk and Supply Chain  
Jerry Dobrovolny, General Manager, Engineering Services  
Francie Connell, Director of Legal Services and City Solicitor  
Susan Haid, Deputy Director, Long Range and Strategic Planning  
Karis Hiebert, Senior Planner, PDS  
Lil Ronalds, Senior Planner, PDS

FROM: Gil Kelley  
General Manager, Planning, Urban Design and Sustainability

SUBJECT: Special Meeting: City-Wide Plan Scoping Workshop with Council

On November 14, 2018 Council directed staff to undertake scoping to expedite development of a city-wide plan (with a report-back to Council on this matter in the first quarter of 2019). To that end, staff have organized a Special Council Meeting (workshop format) for Saturday, March 9, 2019.

The purpose of the March 9 workshop is for Mayor and Council to share their initial ideas on the goals, objectives and desired scope for the planning and community engagement process to help inform the staff scoping report on the city-wide plan. At the meeting, Council will suspend certain meeting rules, as provided for in the Procedure By-law, and implement meeting rules that better align with a more informal workshop format. Part of the meeting will be facilitated by Gil Kelley, General Manager of Planning, Urban Design and Sustainability (PDS), with assistance from consultant facilitators contracted by PDS. The facilitated workshop session will be more informal than regular Council meetings, offering Council members an opportunity to contribute their working ideas on the process and scope of the city-wide plan. Council will be able to move around the room, ask questions of staff in attendance fielded by a facilitator as opposed to a formal Chair.

The meeting will be held off-site of the City Hall campus, at the Museum of Vancouver (1100 Chestnut St) in the Joyce Walley Room from 9 AM until approximately 3 PM. General Managers and/or staff designates from City Departments and the Park Board will be invited to attend the session to serve as a resource to Council during the session.

As is required for all Council meetings, the meeting will be open to the public who may attend this workshop and observe. Speakers will not be heard at this meeting as this is a preliminary scoping session, but the public will have opportunities to provide input in the future to Council. The meeting's time, location, and agenda will be posted on the city's website, and at City Hall. The working session will be video recorded. The meeting will not be live-streamed. The meeting will require a quorum of Council and Council attendance and minutes of the meeting will be recorded.

Attached is a meeting plan for the day. If you have any further questions, please contact Gil Kelley, General Manager of Planning, Urban Design, and Sustainability (tel: 604.873.7456) or Susan Haid, Deputy-Director of Long-Range and Strategic Planning (tel: 604.871.6431)

A handwritten signature in black ink, consisting of a large, stylized 'G' followed by a horizontal line extending to the right.

Gil Kelley, FAICP  
General Manager, Planning, Urban Design and Sustainability  
604.873.7456 | [gil.kelley@vancouver.ca](mailto:gil.kelley@vancouver.ca)

# Special City of Vancouver Council Meeting: City-wide Plan Scoping Workshop

Joyce Walley Room, Museum of Vancouver, 1100 Chestnut St, Vancouver

March 9, 2019 - 9:00 am to 3:00 pm

## Meeting Plan:

- AM**
1. **Roll Call**, City Clerk
  2. **Welcome, Meeting Overview and Rules of Conduct**
    - Welcome and Rules of Conduct, Mayor Stewart, Chair
  3. *City-wide Plan Scoping Workshop*
    - Opening remarks and desired outcomes for the day, Gil Kelley, General Manager, Planning, Urban Design and Sustainability (PDS)
    - Agenda for the day and introductions, Daniel Iacofano and Eric Klein, Facilitators
  4. **Council Discussion 1: Key Questions**
    - Aspirations for the plan and process?
    - Major opportunities and challenges?
    - What does success look like?
- Break...*
5. **Council Discussion 2: Key Questions**
    - What does successful engagement look like?
    - What do you want to learn about and how do we best engage all of our diverse communities?
- 11:45**     *Lunch...*
- PM**
6. **Council Discussion 3: Key Question**
    - How would you like Council to be involved going forward?
  7. **Moving Forward and Next Steps**, Gil Kelley
  8. **Adjournment**, Mayor Stewart, Chair