

File No.: 04-1000-20-2019-410

August 8, 2019

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 June 29, 2019 for:

Regarding the March 30, 2019 to April 11, 2019 study tour to Netherlands and Belgium with Engineering (as mentioned in Gil Kelley's calendar), request is for the list of all City of Vancouver staff, spouses and friends, and contractors who attended, and the daily itinerary of Gil Kelley and the most-senior Engineering official, and a cost breakdown of expense totals for the group: airfare, ground transportation, accommodation, meals, hospitality, gifts and incidentals.

All responsive records are attached.

Under section 52 of the Act, and within 30 business days of receipt of this letter, you may ask the Information & Privacy Commissioner to review any matter related to the City's response to your FOI request by writing to: Office of the Information & Privacy Commissioner, info@oipc.bc.ca or by phoning 250-387-5629.

If you request a review, please provide the Commissioner's office with: 1) the request number (#04-1000-20-2019-410); 2) a copy of this letter; 3) a copy of your original request; and 4) detailed reasons why you are seeking the review.

Yours truly,



Barbara J. Van Fraassen, BA
Director, Access to Information & Privacy

Barbara.vanfraassen@vancouver.ca
453 W. 12th Avenue Vancouver BC V5Y 1V4

*If you have any questions, please email us at foi@vancouver.ca and we will respond to you as soon as possible. Or you can call the FOI Case Manager at 604.871.6584.

Encl.

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Requested Record: Attendance list

Name	Title	Organization
Jerry Dobrovlny	General Manager Engineering	City of Vancouver
Gil Kelley	General Manager Planning, Urban Design & Sustainability	City of Vancouver
Jimmy Zammar	Director Integrated Strategy & Utilities Planning	City of Vancouver
Melina Scholefield	Manager Green Infrastructure Branch	City of Vancouver
Wendy de Hoog	Policy Analyst Green Infrastructure Branch	City of Vancouver

Requested Record: Daily Itinerary

PROGRAM SUNDAY – DAY 1

Date: Sunday, March 31st, 2019

Theme: Arrival in the Netherlands and travel by train to Rotterdam

Hotel: The James

Address: Aert van Nesstraat 25, 3012 CA Rotterdam, Netherlands

Phone: +31 107-605-070

Stay: From Sunday March 31st until Thursday April 4th

8:30 AM – 3:50 PM	Arrivals, free time & check in at the James Hotel after 3:00 PM unless otherwise arranged
3:50 PM – 4:00 PM	Meet in the lobby of the hotel and walk together to the meeting location for introductions & welcome drinks
4:00 PM – 5:00 PM	Introductions & welcome drinks at Dudok Rotterdam, Meent 88, 3011 JP Rotterdam, Netherlands
5:00 PM – 6:30 PM	Optional: dinner together at the same place as welcome drinks, Dudok Rotterdam, Meent 88, 3011 JP Rotterdam, Netherlands.

	Presentations & sessions
	Fieldtrips
	Discussion + reflection
	Travel or break
	Meals
	Free time

PEER CITY COLLABORATION & STUDY TOUR - NETHERLANDS PORTION

PROGRAM MONDAY – DAY 2

Date: Monday April 1st, 2019

Theme: Understanding climate adaptation from a spatial planning perspective

Location: Timmerhuis

Address: Halvemaanpassage 1, 3011 AH Rotterdam, Netherlands

Room: TH 5.405

8:30 AM	Gather in the lobby of the hotel and wait for Chantal Oudkerk Pool (C40) who will pick us
8:35 AM – 9:00 AM	As a group, depart on foot to the meeting location and register at venue Timmerhuis (don't forget to bring your passport or ID for registration)
9:00 AM – 10:15 AM	Opening and welcome session - led by Chantal Oudkerk Pool, opening remarks by Henk Ovink and introduction presentations by Leslie Webster and Melina Scholefield
10:15 AM – 11:00 AM	Session 1: climate change, hazards and risk assessment - led by Chantal Oudkerk Pool
11:00 AM – 11:15 AM	Break
11:15 AM – 12:15 PM	Case study 1: Rotterdam Adaptation Strategy - led by Johan Verlinde
12:15 PM – 12:30 PM	Depart on foot to lunch location
12:30 PM – 1:15 PM	Lunch as a group at Spirit, Mariniersweg 9
1:15 PM – 1:30 PM	Walk back to meeting location, Timmerhuis
1:30 PM – 2:30 PM	Case study 2: climate adaptation and resilience – led by Chief Resilience Officer Arnound Molenaar
2:30 PM – 2:45 PM	Break
2:45 PM – 3:15 PM	Discussion & reflection led by Jimmy Zammar
3:15 PM – 3:30 PM	Break and prepare for fieldtrip
3:30 PM – 5:00 PM	Field trip 1: water sensitive Rotterdam and Green Roofs program – led by Jorg Pieneman (walking tour)
5:00 PM – 6:15 PM	Free time
6:15 PM – 6:30 PM	Gather in lobby of the hotel and walk to dinner location
6:30 PM	Dinner as a group at Brasserie Timmerhuis, Halvemaanpassage 121 (attendance required)

PROGRAM TUESDAY - DAY 3

Date: Tuesday April 2nd, 2019

Theme: Strategy development & synergies with a focus on blue-green infrastructure

Venue: Stadhuis (City Hall)

Address: Coolsingel 40, 3011 AD Rotterdam, Netherlands

Room: SH 4.47 IJssel

8:30 AM	Gather in the lobby of the hotel
8:35 AM – 9:00 AM	As a group, depart on foot to the meeting location and register at venue Stadhuis (don't forget to bring your passport or ID for registration)
9:00 AM – 10:45 AM	Session 2: strategy development, identification of key characteristics and target setting – led by Chantal Oudkerk Pool
10:45 AM – 11:00 AM	Break
11:00 AM – 12:15 PM	Session 3: synergies between mitigation & adaptation – led by Chantal Oudkerk Pool
12:15 PM – 12:30 PM	Depart on foot to lunch location
12:30 PM – 1:30 PM	Lunch as a group at La Place, Hoogstraat 185
1:30 PM – 1:45 PM	Walk back to meeting location Stadhuis (City Hall)
1:45 PM – 3:00 PM	Session 4: ecosystem based adaptation – led by Sarah Hendel-Blackford
3:00 PM – 3:30 PM	Presentation 1: tidal parks and floating homes – led by Pieter de Greef
3:30 PM – 4:15 PM	Prepare for field trip and travel time to location
4:15 PM – 5:15 PM	Field trip 2: Rotterdam tidal parks – led by Jenifer van Dijk & Laurence Peels (walking tour, depart by tram)
5:15 PM – 5:45 PM	Travel back to hotel
5:45 PM – 6:15 PM	Discussion & reflection led by Danielle Purnell in hotel
6:15 PM – 7:10 PM	Free time
7:10 PM – 7:30 PM	Gather in lobby and walk to dinner location
7:30 PM	Dinner as a group at Little V, Grotekerkplein 109 (attendance required)

PROGRAM WEDNESDAY - DAY 4

Date: Wednesday April 3rd, 2019

Theme: Action & implementation of resilience strategy

Venue: De Rotterdam

Address: Wilhelminakade 179

Room: 35.53

8:15 AM – 9:00 AM	Depart from hotel to meetings with counterparts, as personally arranged (meeting location and time)
9:00 AM – 10:30 AM	Meet with counterparts. Time and location will vary per participant
10:30 AM – 10:45 AM	Travel to meeting location De Rotterdam. Travel time may vary per participant
10:45 AM – 11:00 AM	Registration at reception of De Rotterdam (don't forget to bring your passport or ID for registration)
11:00 AM -12:30 PM	Session 5: implementation and mainstreaming – led by Chantal Oudkerk Pool
12:30 PM – 12:45 PM	Depart on foot to lunch location
12:45 PM – 2:00 PM	Lunch as a group at Foodhallen, Wilhelminakade 58
2:00 PM – 2:15 PM	Walk back to meeting location De Rotterdam
2:15 PM – 3:30 PM	Session 6: monitoring and evaluation – led by Neuni Farhad
3:30 PM – 3:45 PM	Break
3:45 PM – 5:15 PM	Discussion led by Paula Conolly
5:15 PM – 5:30 PM	Closing ceremony led by Chantal Oudkerk Pool
5:30 PM – 6:30 PM	Free time for some participants (best to stay at the meeting location because the network dinner is in the same building as the meeting location)
5:30 PM – 5:45 PM	For Jerry Dobrovolny, Gil Kelley & Danielle Purnell: short break and walk to NHOW conference meeting rooms (in the same building)
5:45 PM – 6:30 PM	For Jerry Dobrovolny, Gil Kelley & Danielle Purnell: each will give a short 10-minute presentation about Vancouver and Seattle and their challenges and opportunities in water management and green infrastructure
6:30 PM – 8:00 PM	Networking dinner as a group. Dinner provided by PIB and NWP at NHOW restaurant (attendance required)

PROGRAM THURSDAY - DAY 5

Date: Thursday April 4th, 2019
Theme: Fostering collaboration & innovation through city labs

Venue: The Green Village
Address: Van den Broekweg 4, 2628 CR Delft, Netherlands
Room: Reception, contact person Serge Santoo

Venue: Deltares
Address: Boussinesqweg 1, 2629 HV Delft, Netherlands
Room: Reception, contact person Henriette Otter

Venue: Advanced Metropolitan Solutions Institute (AMS Institute)
Address: Kattenburgerstraat 7, 1018 JA Amsterdam, Netherlands
Room: Reception, contact person Wei-Shan (Momo) Chen

8:00 AM – 8:05 AM	Hotel check out and gather in the lobby
8:05 AM – 9:00 AM	Depart hotel by bus to travel to the Green Village
9:00 AM – 10:30 AM	Fieldtrip 3: the Green Village, innovation lab – led by Serge Santoo
10:30 AM – 10:45 AM	Travel as a group to Deltares by bus
10:45 AM – 12:00 PM	Presentation 2: Deltares climate adaptation tool – led by Henriette Otter
12:00 PM – 12:10 PM	Break and pick up lunch at Deltares cafeteria
12:10 PM – 1:20 PM	Travel by bus to NH City Centre Amsterdam hotel Eat lunch on the bus
1:20 PM – 1:40 PM	Check in at NH City Centre Amsterdam Hotel
1:40 PM – 2:00 PM	As a group, travel by bus to meeting location at AMS Institute
2:15 PM – 3:30 PM	Presentation 3: urban climate resilience, resource recovery and living labs - led by Momo Chen, reseracher at Wageningen University
3:30 PM – 4:00 PM	Travel to meetings with counterparts
4:00 PM – 5:00 PM	Meeting with City of Amsterdam counterparts
5:00 PM – 6:00 PM	Free Time
6:00 PM	Optional: dinner together

PROGRAM FRIDAY - DAY 6

Date: Friday April 5th, 2019

Theme: Amsterdam Rain Proof

Venue: Waternet

Address: Korte Ouderkerkerdijk 7, 1096 AC Amsterdam, Netherlands

Room: Reception

8:20 AM - 8:30 AM	Pick up e-bikes in front of hotel
8:30 AM – 9:00 AM	Travel to Waternet by e-bikes
9:00 AM – 9:30 AM	Welcome and coffee at Waternet
9:30 AM – 10:15 AM	Presentation 4: Waternet and Dutch water governance + Q&A – led by Kasper Spaan
10:15 AM – 11:00 AM	Presentation 5: Rain Proof Amsterdam Program + Q&A – led by Daniel Goedbloed
11:00 AM – 11:15 AM	Break
11:15 AM – 12:00 PM	Presentation 6: implementation of GI by City of Amsterdam + Q&A – led by Geertje Wijten
12:00 PM – 12:30 PM	Case study 3: urban development & climate measures: Zuidas & IJburg – led by Kasper Spaan
12:30 PM – 1:00 PM	Lunch at the cafeteria of Waternet
1:00 PM – 4:00 PM	Fieldtrip 4: Zuidas & Watergraafsmeer – led by Kasper Spaan (bike tour)
4:00 PM – 5:00 PM	Discussion, reflection and drinks led by Leslie Webster at Café Hesp, Weesperzijde 130-131
5:00 PM – 6:30 PM	Free time
6:30 PM	Optional: dinner together

PROGRAM SATURDAY - DAY 7

Date: Saturday April 6th, 2019

Theme: Climate proof Amsterdam

8:45 AM – 9:00 AM	Gather in the hotel lobby, get our e-bikes from the parking garage and meet Cornelia Dinca (leading the bike tour) in front of our hotel
9:00 AM – 2:45 PM	Field trip 5: E-bike tour showcasing blue-green multifunctional projects (Marineterrein, Eastern docks, Funenpark, nieuwe sanitatie Buiksloterham, Schoon schip) - led by Sustainable Amsterdam, Cornelia Dinca Lunch Included at Café de Ceuvel, Korte Papaverweg 4
2:45 PM – 3:15 PM	Return bikes between 2:45 PM and 3:15 PM at E-bike-to-go Office at Distelweg 451, Amsterdam
3:15 – 3:45 PM	Walk to meeting location to do the reflection and official closing of the peer-learning exchange
3:45 PM – 4:30 PM	Reflection and official closing of the peer-learning exchange led by Melina Scholefield at Public Space (Bercylaan 301) or Eye restaurant (IJpromenade 1)
4:30 PM – 6:00 PM	Free time
6:00 PM	Optional: dinner together

PROGRAM SUNDAY - DAY 8

Date: Sunday April 7th, 2019

Theme: Departure

Before 10:00 AM	Check out of hotel
Depends on individual travel arrangements	Travel by train to Schiphol airport

Requested Record: Cost Breakdown of Group

The study tour was funded by a grant from the Green Infrastructure Leadership Exchange and included participation from City of Seattle and City of Vancouver as well as staff from the GI Leadership Exchange. The net cost to the City of Vancouver was 2,576.39 Canadian dollars. Summary of program expenses and grant funding:

Travel	
<u>Airfare</u>	
YVR to AMS return (City of Vancouver)	\$ 7,455.30
SEA to AMS return (City of Seattle)	\$ 2,771.94
PHL to AMS return (GI Leadership Exchange)	\$ 737.27
	\$10,964.51
<u>Ground transportation</u>	
Public transit	\$ 820.18
Bus rental	\$ 808.75
	\$ 1,628.93
Accommodation	
Rotterdam	\$ 3,144.67
Amsterdam	\$ 9,335.91
	\$12,480.58
Food	
Per diem incl. meals and incidentals	\$ 7,636.85
Other	
Facilitation, logistics, event management and materials production	\$ 2,992.50
Honorarium for outside speakers	\$ 1,207.57
Climate proof city bike tour by Sustainable Amsterdam	\$ 800.26
Gifts	\$ 337.34
	\$ 5,337.67
GRAND TOTAL	\$38,048.54
EXPENSES COVERED BY GREEN INFRASTRUCTURE LEADERSHIP EXCHANGE	\$35,472.15
EXPENSES COVERED BY CITY OF VANCOUVER	\$ 2,576.39
PER PERSON	\$ 4,756.07

ZEBx High Performance Building Mission, Brussels Portion

Requested Record: Attendance list

Name	Title	Organization
Gil Kelley	General Manager – Planning, Urban Design & Sustainability	City of Vancouver
Sean Pander	Green Buildings Program Manager	City of Vancouver

ZEBx High Performance Building Mission, Brussels Portion

Cost Breakdown of Group (COV Staff)

Travel	
<u>Airfare</u>	
YVR to BRU (return) – Pander – to be reimbursed	\$1452.00
Kelley (airfare to Netherlands already accounted for)	\$0
	\$1452.00
<u>Ground Transportation</u>	
Pander	\$184.66
Kelley	\$152.16
	\$336.82
Accommodations	
Booked and paid directly by ZEBx	\$0
Food	
Per diem incl. meals and incidentals	
Pander	\$297.
Kelley	\$363.75
	\$660.75
Other	
Event management and materials Paid directly by ZEBx	\$0
Sub Total	\$2819.17
To be reimbursed by ZEBx (in process)	-\$1452.00
Expenses covered by City of Vancouver	\$1367.17

***Upon arrival in Brussels, guests must arrange their separate transportation from the airport to the Dominican hotel.*

6:30pm

Welcome Dinner

Dominican Hotel: Rue Léopold / Leopoldstraat 9 - 1000 Brussels, Belgium
Dominican Hotel phone: +32 (0)2 203 08 08

Kick-off the tour with a group dinner at the Dominican, with welcoming remarks from Christian Cianfrone and Perspective Brussels, a centre of expertise and the initiator of Brussels' regional development strategy. It is responsible for statistics, socio-economic information and strategic and regulatory planning.

7:30am

Breakfast at the hotel

Complimentary breakfast served from 6:30am to 10:00am Monday to Friday.

Meet group in hotel lobby at 8:00am to board the bus.

8:30am

Ministry of Environment

Presentation location: Avenue du Port, 86C.3000, 1000 Brussels.

Brussels Environment is the public service for environment and energy of the Brussels Capital Region. Learn about the policies and tools that transformed the region to a global green building leader.

Board bus in front of Ministry at 10:05am

10:30am

Astro Tower

Tour location: 1210 Saint-Josse-ten-Noode

A prominent landmark since 1974, this newly renovated building is one of the most efficient and tallest passive buildings in the region. A new pixelated façade combines stainless steel and high-performance glazing, with upper technical floors assembled into a crown for a distinguished landmark.

Board bus in front of Astro Tower at 12:30pm

1:00pm

Lunch with Passive House Institute

Lunch at Madou's Folie: Rue de la Presse 23, 1000

Passive House is not just for single family homes! Large developments can cost-effectively integrate passive design with "big building" solutions. Jessica will highlight global trends for large, complex projects that aim to achieve low heating loads and low EUIs.

Board bus in front of Madou's Folie at 2:35pm

3:30pm

The One

Tour location: Rue Jacques de Lalain 40, 1000

Certified Passive House, the design maximizes natural light to contribute to occupant comfort and reduce energy consumption. The One has the highest energy performance standards in the field, promotes eco-responsible living and working habits, encourages electric vehicles and cycling, and completed with modern appliances and sleek finishes.

Board bus in front of The One at 5:00pm

5:00pm

Free Time

Participants to enjoy individually planned activities or down time at their leisure. See last page of this package for nearby restaurants and attractions.

WEDNESDAY
APRIL 1

7:30am

Breakfast at the Dominican hotel

Complimentary breakfast served from 6:30am to 10:00am Monday to Friday.

Meet group in hotel lobby at 8:30am to board the bus.

9:00am

MT200

Tour location: 1200 Sint-Lambrechts-Woluwe.

Twin buildings, one new construction and one Passive House conversion of a 1980s young heritage include 85 apartments, 2 offices and 3 commercial spaces. This project shows that is possible to combine performance and elegance! Spacious balconies, a profiled façade, and prefabricated walls strike an expert balance between environmental responsibility and modernity.

Board the bus in front of MT200 at 10:30am

11:00am

Lunch with CityDev.Brussels

Lunch at Uppetite: Quai des Péniches 70, 1000

A presentation from the official Development Corporation for the Brussels-Capital Region will highlight how to build the city of tomorrow by adapting to the reality and needs of economic actors and inhabitants, including comfortable mixed-use buildings to live and work, with zero energy infrastructure, soft mobility and responsible water management.

Board the bus in front of Uppetite at 12:45pm

1:00pm

Tivoli

Tour location: Rue Dieudonné Lefèvre 17, 1020

An impressive 397 housing units, including 271 subsidized housing units and 126 social rental units, 2 nurseries and 770m² of commercial space make up the Tivoli building. The project incorporates ambitious environmental objectives: reduction of energy consumption, biodiversity, green energy production, rational water management, and citizen awareness and participation.

Board the bus in front of Tivoli at 2:35pm

3:15pm

CityGate

152 Rue des Goujons, Anderlecht, Bruxelles, 1070, Belgium

A former factory, this building is currently under construction and will soon become a school and housing complex. It temporarily hosts a socio-economical and cultural project, which includes an eco-office space, physical activity studios, art studios, music studios, restaurants, and retail.

Board the bus in front of CityGate at 4:35pm

5:00pm

Closing Cocktail Reception

Guests are invited to a cocktail reception at the Dominican Hotel for closing tour remarks and networking opportunities with tour presentors.

GUEST LIST 2019

Andreas Conrad
Bill Gill
Bruce Langereis
Christa Wilcock
Christian Cianfrone
Daniel Wilson
Derek Newby
Emily Sinclair

Gil Kelley
Iain Macfadyen
Jeff Skinner
Jeff Thompson
Jonathan Silcock
Kirk Robinson
Megan Pohanka
Monika Serrer
Monte Paulsen
Patrick Cotter
Rick Gregory
Ryan Lalonde
Sean Pander
Sophie Mercier
Stefan Aepli
Steve Darvell
Timothy Yeung
Tom Wright

Certified Passive House Designer
VP, Business Development
President
Director, Development
Executive Director
Executive Vice President, Development
Associate Principal
Director, Citizens & Stakeholder Policy
Chief Planner
Building and Project Performance Lead
Vice President, Development
Vice President, Construction
Director, Development
Senior Vice President
Director, Market Development
MCMP Project Lead
Passive House Specialist
Partner
Vice President
President, Partner
Green Building Manager
Director, Building Science West
Principal
Director, Major Projects
Director, Development
Director

MCMP Architects
Ozz Electric Inc.
DeltaLand Developments
QuadReal Property Group
ZEBx
Shape Living
Perkins+Will
Ministry of Municipal
Affairs & Housing
City of Vancouver
ZGF Architects
Bosa Properties
Ledcor
Concert Properties Ltd.
DeltaLand Developments
UBC Properties Trust
MCMP Architects
RDH
ZGF
Henson Developments
MLA Canada
City of Vancouver
Morrison Hershfield
Franc Architecture
Axiom Builders
Peterson Real Estate
WKK Architects

