

File No.: 04-1000-20-2020-091

DATE

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 February 4, 2020 for:

All correspondence (regardless of medium and platform) between Gwen Hardy and Neil Monckton and Alvin Singh for the period of October 8, 2019 and November 8, 2019.

All responsive records are attached.

Please note, Neil Monckton does not have responsive records related to this request.

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 (#04-1000-20-2020-091); 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,

Cobi Falconer, FOI Case Manager, for

[Signature on file]

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.

:dp

From: "Gwen Hardy" <gwen@elettra.ca>
To: "Singh, Alvin" <Alvin.Singh@vancouver.ca>
Date: 11/4/2019 4:31:25 PM
Subject: Elizabeth May Tweet

Here are two draft MKS tweets for consideration:

Elizabeth May's tireless advocacy for the environment helped make #climatechange a key election issue. I'm proud to have stood beside her on key issues that affect the future of our planet. I'm glad that she will continue to be a strong voice for the environment in Ottawa.

For the past 13 years, Elizabeth May has been our country's top environmental advocate. I am proud to have stood beside her on issues that affect our city, country & planet. I wish you the best and know that you'll remain a strong voice in Ottawa for the environment.

From: "Gwen Hardy" <gwen@elettra.ca>
To: "Singh, Alvin" <Alvin.Singh@vancouver.ca>
CC: "Nik Kapalungan" <nik@elettra.ca>
Date: 11/5/2019 10:51:43 AM
Subject: Final Video

The final video is great! The first ten seconds especially feels much more dynamic.

gh

On 2019-11-05, 10:32 AM, Gwen Hardy <gwen@elettra.ca> wrote:

KENNEDY STEWART

Hello Gwen,

On this day, one year ago, I was sworn in as Vancouver's 40th Mayor and the first independent Mayor in more than three decades. It was, and still is, a tremendous honour to serve.

We put together a short video to mark the one-year anniversary and you can watch it now:



When I was elected a year ago, I told residents that my goal was to build a **Vancouver that works for everyone.**

It's what I ran on and it's still what I believe we can do if we work together.

So how do you build a City that works for everyone? Well, the people of Vancouver told me to focus on three things:

\u-10180 ?\u-8232 ? **Build the right supply of housing**, especially at shelter rate and for our workforce.

\u-10179 ?\u-8559 ? **Tackle the overdose crisis** by reducing the number of neighbours who are needlessly dying from poisoned drugs.

\u-10179 ?\u-8547 ? **Extend SkyTrain all the way to UBC** so that we can finally connect all of Broadway to the rest of our region.

Three things. It's what I was working on day one, and it's what I'm working on now.

You can read more about what we've done in year one in my op-ed from today's Vancouver Sun.

There's much more to do – that's why I'm working with City Council, Victoria, and Ottawa to secure the partnerships we need.

Because I know that if we work together, we can build a Vancouver that works for everyone.

Thank you,

-Kennedy

Kennedy Stewart
Mayor of Vancouver

<http://www.kennedystewart.ca/>

--==

Kennedy Stewart · Canada

This email was sent to gwen@elettra.ca. To stop receiving emails, [click here](#).

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From: "Singh, Alvin" <Alvin.Singh@vancouver.ca>
To: "Nik Kapalungan" <nik@elettra.ca>
"Gwen Hardy" <gwen@elettra.ca>
Date: 11/4/2019 10:11:40 AM
Subject: FW: Vancouver Fire Fighter Charities NEEDS YOUR HELP!

For Social.

Alvin Singh
Director of Communications
Office of the Mayor
City of Vancouver

c: 604-754-7728
o: 604-873-7161

From: Kennedy Stewart s.22(1)
Sent: Sunday, November 03, 2019 9:44 PM
To: Singh, Alvin
Subject: Fwd: Vancouver Fire Fighter Charities NEEDS YOUR HELP!

Kennedy Stewart
Mayor of Vancouver

Begin forwarded message:

From: Lee Lax <lee@iaff18.org>
Date: November 3, 2019 at 8:42:56 PM PST
To: Lee Lax <lee@iaff18.org>
Subject: Vancouver Fire Fighter Charities NEEDS YOUR HELP!

\u-257 ?

Thanks for taking the time to read this important message from your fire fighters.

We believe that no child in Vancouver should be going to school hungry, which is why we started the Snacks for Kids program and have worked tirelessly to grow the initiative in size and scope ever since.

We are very excited to bring back **Umbrella Day on Thursday November 7th** and invite everyone in Vancouver to come out to meet some of the city's friendly fire fighters, buy an umbrella or make a donation, and do your part and help us extinguish child hunger.

We were hoping you could help us spread the word online with a social media post from you on **November 6th**. We will be at all the Skytrain and Canada Line stations downtown on the 7th from 0730-1030 selling umbrella's to support our program.

Please find attached a more detailed event description, some photos and this link <https://vimeo.com/370785622> to our very special event video we encourage you to download and use in a post. Please use the hashtags #vanfirecharity #snacksforkids and tag us at the following:

On behalf of your fire fighters and our program, thank you for your help!

<<

DSCF4438-12.jpg (2.8MB)

ATT00001.htm (0.3KB)

DSCF4370-2.jpg (2.8MB)

ATT00002.htm (0.6KB)

VFC Umbrella Day Edited.pdf (75.0KB)

ATT00003.htm (0.2KB)

(5.6MB)

>>

From: "Singh, Alvin" <Alvin.Singh@vancouver.ca>
To: "Gwen Hardy" <gwen@elettra.ca>
Date: 10/15/2019 1:04:02 PM
Subject: RE: Call this week?

Let's do it, I'll be free from noon onwards.

From: Gwen Hardy [gwen@elettra.ca]
Sent: Tuesday, October 15, 2019 1:02 PM
To: Singh, Alvin
Subject: Call this week?

Hey Alvin,

Do you want to regroup for a call this week? Curious to know how your conversation with Neil and Kennedy went re the one-year plan.

I'm tied up this afternoon, but tomorrow I am pretty flexible.

Best,
gh

From: "Gwen Hardy" <gwen@elettra.ca>
To: "Singh, Alvin" <Alvin.Singh@vancouver.ca>
Date: 11/4/2019 5:39:22 PM
Subject: Re: Elizabeth May Tweet

Sounds good. Just Twitter I'm assuming?

From: Singh, Alvin <Alvin.Singh@vancouver.ca>
Sent: Monday, November 4, 2019, 4:57 PM
To: Gwen Hardy
Subject: RE: Elizabeth May Tweet

Let's go with #1. Maybe give the Trudeau tweet some breathing room, another hour maybe?

Alvin Singh
Director of Communications
Office of the Mayor
City of Vancouver

c: 604-754-7728
o: 604-873-7161

From: Gwen Hardy [gwen@elettra.ca]
Sent: Monday, November 04, 2019 4:31 PM
To: Singh, Alvin
Subject: Elizabeth May Tweet

Here are two draft MKS tweets for consideration:

Elizabeth May's tireless advocacy for the environment helped make #climatechange a key election issue. I'm proud to have stood beside her on key issues that affect the future of our planet. I'm glad that she will continue to be a strong voice for the environment in Ottawa.

For the past 13 years, Elizabeth May has been our country's top environmental advocate. I am proud to have stood beside her on issues that affect our city, country & planet. I wish you the best and know that you'll remain a strong voice in Ottawa for the environment.

From: "Singh, Alvin" <Alvin.Singh@vancouver.ca>
To: "Nik Kapalungan" <nik@elettra.ca>
"Gwen Hardy" <gwen@elettra.ca>
Date: 10/31/2019 3:14:14 PM
Subject: RE: Information Bulletin: Temporary modular housing approved for 3598 Copley Street (formerly 2305-2355 Vanness Avenue)

Because of Balmoral news, we'll hold this for tomorrow. But I want to make a small change to it, will send you that tomorrow.

Alvin Singh
Director of Communications
Office of the Mayor
City of Vancouver

c: 604-754-7728
o: 604-873-7161

From: Nik Kapalungan [nik@elettra.ca]
Sent: Thursday, October 31, 2019 11:35 AM
To: Singh, Alvin; Gwen Hardy
Subject: Re: Information Bulletin: Temporary modular housing approved for 3598 Copley Street (formerly 2305-2355 Vanness Avenue)

Hey Alvin,

Here's a draft for social:

Exciting news as a new modular housing facility at 3598 Copley Street breaks ground this November. This supportive housing building will have 58 studio units & will be ready for Q1 of 2020. Thanks to @BCHousing & non-profit housing operator @Communitybg! Learn more about this proj: <https://vancouver.ca/people-programs/2303-2355-vanness-avenue.aspx>

Best,
Nik

NIK KAPALUNGAN
Account Executive
ELETTRA COMMUNICATIONS
510 West Hastings Street, Suite 520
Vancouver, BC V6B 1L8
Tel 604.738.3870 | Mobile 604.727.8987
Direct 236.521.3364
www.elettra.ca

From: "Singh, Alvin" <Alvin.Singh@vancouver.ca>
Date: Wednesday, October 30, 2019 at 3:21 PM
To: Nik Kapalungan <nik@elettra.ca>, Gwen Hardy <gwen@elettra.ca>
Subject: FW: Information Bulletin: Temporary modular housing approved for 3598 Copley Street (formerly 2305-2355 Vanness Avenue)

For social, great news!!

Alvin Singh
Director of Communications
Office of the Mayor

From: City of Vancouver Communications Office

Sent: Wednesday, October 30, 2019 3:11 PM

To: Singh, Alvin

Subject: Information Bulletin: Temporary modular housing approved for 3598 Copley Street (formerly 2305-2355 Vanness Avenue)

City of Vancouver

Information Bulletin

October 30, 2019

Temporary modular housing approved for 3598 Copley Street (formerly 2305-2355 Vanness Avenue)

One building with 58 new homes to help people who are experiencing homelessness in Vancouver

Today, the Director of Planning for the City of Vancouver announced the approval of a development permit to build 58 new temporary modular homes at 3598 Copley Street (formerly 2303-2355 Vanness Avenue).

The approval of the new building follows the completion of more than [600 temporary modular homes](#), all funded by the Province, in locations across Vancouver earlier this year which have provided immediate relief for hundreds of people who now have a safe, warm place to call home.

BC Housing has partnered with Community Builders Group (CBG) as the non-profit housing operator for this new location. CBG will provide support services to the tenants 24/7, including life skills training, volunteer work, employment preparation and connections to community-based programs. Once the building opens there will be a 24/7 phone line available to the community to call with any building-related questions or concerns.

A condition of the development permit includes establishing a Community Advisory Committee, consisting of members of the public and program partners, representing community interests and providing an ongoing forum for information sharing and ongoing dialogue.

As part of the development permit process, the City hosted two community information sessions with approximately 115 people in attendance. City staff also held in-person meetings with key stakeholders in the neighbourhood.

Feedback on the new building, both in support and opposition, was received through 42 comment cards and 79 emails and calls. In response, the City and BC Housing will:

- ☐ Enhance lighting on the outside of the building
- ☐ Preserve as many trees as possible on the site
- ☐ Include landscape along the front of the building to provide screening to bolster privacy

Construction is anticipated to begin in November with the building is expected to open in the first quarter of 2020. BC Housing has contracted Horizon North to construct the temporary modular housing. Each new home will be 320 square feet. The homes will have a kitchenette, bathroom, living /sleeping area, and individual heating, allowing the residents autonomy in their living spaces. Six homes will be wheelchair accessible. The building will also include a large indoor amenity space with a commercial kitchen that will provide a dining space for residents to gather. Two meals will be

provided to the residents each day. There will be common laundry facilities, an administration office, and meeting rooms for the staff and residents to use to provide services.

The Community Liaison, a City representative, is available to answer ongoing questions on the project during construction until the building is complete and is available at 604-829-9321.

The Government of B.C. is funding the construction of the new supportive housing and providing operational funding. In just over two years, the Province has opened more than 2,000 supportive homes, including more than 720 in Vancouver, as part of the 4,700 that will be completed over 10 years.

Capital costs for the new building at 3598 Copley Street will also be supplemented with funding from the Government of Canada via the Canada Mortgage and Housing Corporation.

To learn more about temporary modular housing, visit vancouver.ca/temporarymodularhousing

-30-

Media Contact:

City of Vancouver
Civic Engagement and Communications
604-871-6336
media@vancouver.ca

You're receiving this email because you are subscribed to our newsletter with Alvin.singh@vancouver.ca.

Contact us here: <http://vancouver.ca/your-government/tell-us-online.aspx>.

You can unsubscribe at any time: [unsubscribe](#).

Thank you,
City of Vancouver
453 W 12th Avenue
Vancouver, BC V5Y 1V4

From: "Singh, Alvin" <Alvin.Singh@vancouver.ca>
To: "Gwen Hardy" <gwen@elettra.ca>
CC: "Nik Kapalungan" <nik@elettra.ca>
Date: 11/4/2019 2:59:26 PM
Subject: RE: Suggested Images for PPT

THANKS! I won't have much bandwidth until tomorrow to make photo selections, so could you go ahead and source these and then I can assemble them all and run through the deck and make any changes as needed?

Alvin Singh
Director of Communications
Office of the Mayor
City of Vancouver

c: 604-754-7728
o: 604-873-7161

From: Gwen Hardy [gwen@elettra.ca]
Sent: Monday, November 04, 2019 12:27 PM
To: Singh, Alvin
Cc: Nik Kapalungan
Subject: Suggested Images for PPT

Hey Alvin,

We've made some suggestions for PPT images at various points throughout the text. I've inserted them into the script as comments.

Have a look and let us know what you think. We can source them if you would like us to.

Best,
gh

GWEN HARDY
Managing Partner
ELETTRA COMMUNICATIONS
510 West Hastings Street, Suite 520
Vancouver, BC V6B 1L8
Direct 236.521.3361 | Tel 604.738.3870 | Mobile 604.809.0062
www.elettra.ca

From: "Singh, Alvin" <Alvin.Singh@vancouver.ca>
To: "Gwen Hardy" <gwen@elettra.ca>
CC: "Sebastian, Lorraine" <lorraine.sebastian@vancouver.ca>
Date: 10/30/2019 4:59:22 PM
Subject: Re: Video Costs

Hi Gwen,

Lorraine just said to submit as standalone invoices.

Cheers,

Alvin Singh
Director of Communications
Office of the Mayor
City of Vancouver

c: [604-754-7728](tel:604-754-7728)
o: [604-873-7161](tel:604-873-7161)

On Oct 30, 2019, at 16:51, Gwen Hardy <gwen@elettra.ca> wrote:

\u-257 ?
Hey,

Did you have any luck figuring out if I need a PO for this? Or how I need to submit?

Thanks,
gh

On 2019-10-08, 3:58 PM, Gwen Hardy <gwen@elettra.ca> wrote:

Hi Alvin,

Attached is the invoice for the childcare and housing videos. Let me know what you need from me in order to get them into the system.

I don't think they qualify under the existing PO for Elettra's services. I think a new PO might need to be opened.

Best,
gh
<1478 Invoice - CoV - Video Costs - 08OCT2019.pdf>

From: "Singh, Alvin" <Alvin.Singh@vancouver.ca>
To: "Gwen Hardy" <gwen@elettra.ca>
CC: "Nik Kapalungan" <nik@elettra.ca>
Date: 11/4/2019 10:21:54 AM
Subject: RE: Video Feedback

Thanks for this!

We're adding Jeanette and Minister Chen so that will boost partnerships and add some more diversity.

Also looking at adding footage of my sister, so that should boost diversity a bit as well.

Good call on music, they will see if they can boost energy off the top.

Cheers,

Alvin Singh
Director of Communications
Office of the Mayor
City of Vancouver

c: 604-754-7728

o: 604-873-7161

From: Gwen Hardy [gwen@elettra.ca]
Sent: Sunday, November 03, 2019 11:30 PM
To: Singh, Alvin
Cc: Nik Kapalungan
Subject: Video Feedback

Thanks for the link Alvin.

Agree with your thoughts on the video (although the hands in pockets doesn't bug me/hardly notice it).

- Adding Horgan and Jeanette would be good, as well as subtitles/graphics for the achievements so they really cut through. (Maybe not as many as in this Warren video, but really driving home the key points <https://www.youtube.com/watch?v=uF3IjYG8eeY>)
- Wondering if we could add in more of the people who were filmed that day. Most of the people featured in this cut are still Caucasian.
- The audio on the closing is really muffled so hopefully that can be cleaned up.
- I wish there was a more energy behind K.s voiceover. Was there another take of the line "that's what you told me to work on a year ago"? I would love that to sound a bit less scripted.
- But maybe the energy isn't being helped by background music which is really chill. It just needs to feel a bit more urgent. A bit more like this clean energy one: <https://www.youtube.com/watch?v=T7W6W3rBBhE> or more upbeat like this one <https://www.youtube.com/watch?v=ZRdE2b8uNDM> (ok, well not quite as upbeat as that, but music that moves along a bit faster).

Overall, it's really nice and there is a great mix of footage (I love the high five with the kid), I just want it to feel a bit more passionate, especially in the first 10 seconds.

Best,
gh

From: "Gwen Hardy" <gwen@elettra.ca>
To: "Singh, Alvin" <Alvin.Singh@vancouver.ca>
CC: "Nik Kapalungan" <nik@elettra.ca>
Date: 11/4/2019 12:27:12 PM
Subject: Suggested Images for PPT

Hey Alvin,

We've made some suggestions for PPT images at various points throughout the text. I've inserted them into the script as comments.

Have a look and let us know what you think. We can source them if you would like us to.

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GWEN HARDY
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From: "Gwen Hardy" <gwen@elettra.ca>
To: "Singh, Alvin" <Alvin.Singh@vancouver.ca>
CC: "Nik Kapalungan" <nik@elettra.ca>
Date: 11/3/2019 11:30:47 PM
Subject: Video Feedback

Thanks for the link Alvin.

Agree with your thoughts on the video (although the hands in pockets doesn't bug me/hardly notice it).

- Adding Horgan and Jeanette would be good, as well as subtitles/graphics for the achievements so they really cut through. (Maybe not as many as in this Warren video, but really driving home the key points <https://www.youtube.com/watch?v=uF3ljYG8eeY>)
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- I wish there was a more energy behind K.s voiceover. Was there another take of the line "that's what you told me to work on a year ago^{OBJ}? I would love that to sound a bit less scripted.
- But maybe the energy isn't being helped by background music which is really chill. It just needs to feel a bit more urgent. A bit more like this clean energy one: <https://www.youtube.com/watch?v=T7W6W3rBBhE> or more upbeat like this one <https://www.youtube.com/watch?v=ZRdE2b8uNDM> (ok, well not quite as upbeat as that, but music that moves along a bit faster).

Overall, it's really nice and there is a great mix of footage (I love the high five with the kid), I just want it to feel a bit more passionate, especially in the first 10 seconds.

Best,
gh