

**Meeting Notes**  
**Tuesday, September 15, 2015**  
**7:00 pm in the Conference Room**

**Present:** Penny Street, David Parent, Lawrence Cofield, Chris Dalton, Levi Higgs, Cynthia Low, Susanne Dahlin, Jane Sheil, Ian Marcuse, Jenny Jung, Tim Krug, Brendan Boylan, Ye Chu, Wendy White

**Guest:** Mark Mehrer

**1. Introductions:** Done

**2. Meeting notes from previous meeting:** Done

**3. Business Arising:** Cynthia will be inviting Ian Harvey to the next PDC meeting. Ian is the Manager of Real Estate and Facilities (Pool & Rinks) for the City of Vancouver. Please send questions for Ian to Cynthia well in advance of the meeting.

**4. Presentation – Mark Mehrer:** Mark runs a pre-design planning firm with offices in Vancouver and Toronto. They are not architects but rather assist with the planning process prior to an architect is brought into a project.

Mark presented his Project Development Process (Slide to be emailed to Cynthia).

Some considerations from Mark's perspective;

- Careful consideration of private and commercial partners is a must.
- Quasi-public space (missing from Britannia) is needed – a place where people learn how to behave in a community without going into specific programs including informal socializing such as a community living room.
- Build flexibility into the facilities but define use as best as possible.
- Ensure room for growth but designed with purpose.
- Old vs New – key is to understand is and how integration is possible ,what shape the existing buildings are in, the expiry date so to speak, compare cost to fix vs rebuild, consider functional challenges, up to code (i.e. seismic).
- Full & detailed Needs Assessment – should be objective and include facility users and non-users (why are they not using Brit).
- Make as much use of a space as possible through sharing amongst various user groups.

**5. Program Committee Report (Brendan):**

- Presented the PC mandate and that their role is to compliment the Planning & Development Committee and serve the needs of the community.
- PC is looking at the bigger picture as all committees at Britannia feed into it ( i.e.Arts & Culture, Pool & Fitness, Programs).
- PC connects with all other committees to stay current and effective. It can provide stats and explore new and innovative programming needs.
- What does PDC need from Program Committee? (response from Susanne: statistics on who uses our programs, current waitlists and where do they live? This is important as the needs of our community need to be met prior to planning for the needs of other communities).
- Reviewed Appendix A – a brainstorming session of a potential wish list for renewal (not a comprehensive list)
- PC wants to ensure that community programming needs are seen by PDC.
- Multi-plex idea – purpose is to meet needs of programming space without restrictions & integrated services, a community space and equity of service delivery.

**6. Programming Guidelines (Jenny):**

- Presented a draft of the Programming Principles.

## NOTES – Planning & Development

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- Will add a social action piece and a great focus on Arts & Culture.
- Will continue to work on language and focus, include social enterprise (i.e. Art Gallery, Artful Sundays, Commercial Kitchen).
- Possible collaboration with Emily Carr and St. Paul's.
- Develop guiding principles on how programming decisions are made for Britannia.

**7. RFP Process:** Potential consultants were short-listed and invitations to present a proposal were sent to 3 applicants. Interviews will take place on Sept 23 (Ecstatic Design, ZG Communications, June Pang)

### **8. Reconciliation in Action Event:**

- Tuesday, Sept. 29<sup>th</sup> from 1:00pm – 7:00 pm.
- Many of the site partners are involved.
- Include lunch, story-telling, a market in the greenway, an event in the carving pavilion among other events.
- It was proposed and agreed that the Planning & Development committee take this opportunity to connect with the community by having an information table at the event.
- Jane and David will participate on the day of the event but not in the planning. Levi, Victoria & Susanne to plan PDC participation.

### **9. Field Trips:**

- In early September, PDC toured West Vancouver CC and Poirier Sports & Leisure Complex.
- Chris plans to revisit Poirier for a more comprehensive tour of pool & changerooms.
- West Van – 3 stories, underground parking, relationship with Health Services
- Poirier – only 2 community centres in Coquitlam, people must drive to access services.
- New West (Queensborough) – best community kitchen, most integrated with art.
- Norma Rose – interesting atrium idea/community space and uses space on an appropriate scale.
- Trout Lake – atrium to cavernous, windy, lots of heat loss, not intimate at all but all other rooms (programming space) too small.

**10. Consultation Process:** currently being worked on.

**11. New Business:** None

**Next Meeting:** Tuesday October 20, 2015 at 7:00pm-9:00pm, Britannia Rink Mezzanine