

**MINUTES**  
**SOCIAL PLANNING ADVISORY COMMITTEE**  
**WEDNESDAY, 2007-APR-11 BOARD ROOM, CITY HALL**

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**Present:** Diane Brennan, Chair  
Kathy Torhjelm  
Elizabeth Forrester  
Ralph Meyerhoff  
Andrea Bonkowski  
Beverley Barton  
Zeni Maartman

**Staff:** John Horn, Social Planner  
Cindy Hall, Recording Secretary

**Regrets:** Lynne Fraser  
Val Alcock  
Darcy Ross  
Diana Johnstone

1. CALL TO ORDER

The meeting was called to order at 4:55 p.m.

2. APPROVAL OF AGENDA

MOVED by Z. Maartman, SECONDED by K. Torhjelm that the agenda be approved with the following addition:

- Discussion re gaps in SPAC membership.

CARRIED.

3. ADOPTION OF MINUTES

MOVED by R. Meyerhoff, SECONDED by E. Forrester that the Minutes from 2007-Mar-14 be adopted. CARRIED.

4. ITEMS ARISING FROM THE MINUTES

- a) A map showing the location of social service agencies in Nanaimo was distributed for the Committee's information.
- b) The Committee endorsed the letter written on their behalf to Malaspina University-College in support of a 'Clemente' program.

5. CORRESPONDENCE

- a) Letter dated 2007-Mar-13 from Eileen Reilly submitting her resignation from SPAC. D. Brennan advised that a letter of appreciation for her membership on SPAC has been sent to Ms. Reilly.

6. NEW BUSINESS / COMMITTEE UPDATES / INFORMATION ITEMS

- a) Community Service Grant Sub-committee - D. Brennan reported that the SPAC sub-committee had met on April 10 to discuss criteria for these grants and a report from that meeting was distributed. Discussion followed:
  - Is specified in a Council Policy that only registered non-profit organizations qualify. Other groups or individuals may be able to be sponsored by a non-profit to be eligible.
  - If required, Council can be requested to increase the amount allocated to SPAC from casino revenue to disburse as social service grants. Would need backup reports showing success of previous grants.
  - The four applications received so far for community service grants should be evaluated on the present criteria.

- If strategic criteria is set for the community service grants, the Committee should also have the ability to be flexible in case an application is received for a need that is important but outside the set criteria.
- Although the Committee is concerned about the language around “senior governments” in the report, it is a positive step to be able to award grants to social agencies providing advocacy.
- One of the inroads the Committee might have is in engaging neighbourhood associations.
- The granting area is the City of Nanaimo.

MOVED by R. Meyerhoff, SECONDED by K. Torhjem that the sub-committee submit their final report at the next SPAC meeting, and also provide a recommendation on what strategic goal should be addressed by the community service grants. CARRIED.

MOVED by R. Meyerhoff, SECONDED by A. Bonkowski to receive the sub-committee report. CARRIED.

- b) Plan Nanaimo Advisory Committee - R. Meyerhoff reported that PNAC have made their recommendations on the present round of OCP amendment applications, and that they will be considered at the April 16 Council meeting. He also noted that the OCP Ten-year Review continues, and that because it will not be completed in time for the next round of OCP applications, that the May round may be postponed to November.
- c) Grants Advisory Committee – Z. Maartman advised that the Grants Advisory Committee paid the late fees that Tillicum Haus incurred as a result of the timing of the meeting when Permissive Tax Exemptions were considered.

She also reported that the charge for security checks has been reduced from \$20 to \$10. Total funds in the amount of \$300 that the Grants Advisory Committee can allocate remains the same. SPAC members were concerned that the \$300 does not go very far when a large organization such as the Children's Festival applies. J. Horn will look into whether the City is required to charge for security checks. D. Brennan suggested that if the fee is required, that organizations that receive grants from the City ask for the fees for their volunteers to be waived.

- d) Social Development Strategy Steering Committee - D. Brennan advised that the Steering Committee would be meeting on April 13 and they would be discussing the 'Clemente' program and the OCP Review.
- e) Council Monitoring – No report.

MOVED by Z. Maartman, SECONDED by E. Forrester to receive the committee reports. CARRIED.

- f) SPAC Representation - As a seat on SPAC is presently vacant with the resignation of Eileen Reilly, D. Brennan thought it would be timely for the Committee to discuss whether there are any gaps in representation on the Committee prior to Council choosing a replacement. The following gaps were identified:
- Youth
  - Justice system
  - Multiculturalism

- GLBT
- First Nation

7. STRATEGIC PLANNING

Following up on the discussion from the last meeting, the Committee rated the “overarching values” and “criteria” that were suggested. They decided that the criteria that they would use to choose projects would be whether they are ‘hot spots’ or had ‘Social Development Strategy focus’. The process/method they will use will be to ‘drill down’.

8. NEXT MEETING

The next meeting will be held on Wednesday, 2007-May-09.

9. ADJOURNMENT

MOVED by R. Meyerhoff, SECONDED by B. Barton that the meeting adjourn at 6:30 p.m.  
CARRIED.