

**MINUTES**  
**OPEN COMMUNITY VITALITY COMMITTEE MEETING**  
**BOARD ROOM, SERVICE AND RESOURCE CENTRE**  
**411 DUNSMUIR STREET, NANAIMO, BC**  
**WEDNESDAY, 2017-DEC-06, AT 4:30 P.M.**

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**PRESENT:**   **Members:**   Councillor G.W. Fuller, Chair (arrived 4:48 pm)  
Dennis McMahon, Vice Chair  
Erin Hemmens (vacated 6:50 pm)  
Ingrid Sly  
Paula Waatainen (vacated 6:22 pm)  
Rob McGregor

**Staff:**       Bruce Anderson, Manager, Community & Cultural Planning  
Chris Barfoot, Culture & Heritage Coordinator  
Chris Sholberg, Culture & Heritage Planner  
John Horn, Social Planner  
Kirsty MacDonald, Parks & Open Space Planner  
Rebecca Buckler, Recording Secretary

1.    **CALL THE OPEN COMMUNITY VITALITY COMMITTEE MEETING TO ORDER:**

The Open Community Vitality Committee Meeting was called to order at 4:38 p.m.

2.    **INTRODUCTION OF LATE ITEMS:**

- (a)   K. MacDonald, Parks & Open Space Planner, advised that she would be bringing forward an item under Agenda Item 5 (a) Presentations regarding the Maffeo Sutton Park Draft Master Plan Update.
- (b)   B. Anderson, Manager of Community & Cultural Planning, advised that he would be bringing forward an item under Agenda Item 6 (a) Reports regarding Response to Health, Social and Safety Issues in the Downtown Core.
- (c)   Erin Hemmens advised that she would be bringing forward an item under Agenda Item 7 (b) Other Business regarding correspondence with the Chair.
- (d)   Erin Hemmens advised that she would be bringing forward an item under Agenda Item 7 (c) Other Business regarding comments made by staff at a presentation to Council regarding work that supposedly being undertaken by the Community Vitality Committee.
- (e)   Erin Hemmens advised that she would be bringing forward an item under Agenda Item 7 (d) Other Business regarding accessible housing.
- (f)   Dennis McMahon advised that he would be bringing forward an item under Agenda Item 7 (e) Other Business regarding the Notice of Motion made at the 2017-NOV-01 Community Vitality Committee meeting that was not carried forward for discussion at the 2017-DEC-06 meeting.

3. ADOPTION OF AGENDA:

It was moved and seconded that the Agenda, as amended, be adopted. The motion carried unanimously.

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Open Meeting of the Community Vitality Committee held in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2017-NOV-01 at 4:30 p.m. be adopted as presented. The motion carried unanimously.

5. PRESENTATIONS:

(a) Maffeo Sutton Park Draft Master Plan Update

K. MacDonald, Parks & Open Space Planner, attended the meeting in order to provide an update on the Maffeo Sutton Park Draft Master Plan Update process and to obtain Committee feedback and comments. Copies of the draft plan were distributed as information.

Councillor G. Fuller entered the Board Room at 4:48 pm and resumed as Chair.

Staff provided an overview of the study area, park features, community engagement to-date, key findings, schematic site plans, and plan implementation. Proposed plan elements include replacement of the children's playground, a retrofit of the Lion's pavilion, a new washroom facility, increased beach access, improved wayfinding, expanded bike baths and walking trails, and habitat enhancements.

Staff requested that Committee members send their feedback via email to [kirsty.macdonald@nanaimo.ca](mailto:kirsty.macdonald@nanaimo.ca) prior to the next Committee meeting. K. MacDonald will attend the 2018-JAN-03 Committee meeting to finalize the feedback heard and to request endorsement.

6. REPORTS:

(a) Response to Health, Social and Safety Issues in the Downtown Core

B. Anderson, Manager of Community & Cultural Planning, distributed the report titled "Response to Health, Social and Safety Issues in the Downtown Core" as information.

In June, Council requested that staff explore short, medium and long term options in response to the current social environment in the downtown. In response to Council's request, staff collected feedback from downtown residents, business owners and employees, and stakeholders. Feedback was gathered via door-to-door with local merchants, through public information sessions with residents and business owners, and at stakeholder meetings with local service providers, RCMP, Island Health, etc.

The feedback provided staff with a sense of the issues and concerns, but also suggestions for responses. The report outlines the work completed to-date, the range

of responses heard, and a list of short, medium and long term priorities to be undertaken.

J. Horn, Social Planner, provided an overview of each of the items listed within the report. The report will be presented to Council at an upcoming meeting for consideration.

It was moved and seconded that the information be received as presented. The motion carried unanimously.

7. OTHER BUSINESS:

(a) 2017 Cultural Gathering – Draft Actions for Review

C. Sholberg, Culture & Heritage Planner, introduced the item, noting that the shortlist shown in the agenda package is the top four priorities as identified by the Committee at their last meeting using the “dotmocracy” approach. Four priority items were identified, with specific actions listed under each:

1. *Need dedicated community based, multi-use, affordable space (s) for gallery, display, and performance use – arts/culture centre, hub space. Can be public or privately owned, however public space should be affordable and accessible for local artists/musicians. Another option is to consider repurposing City-owned or School District owned spaces (e.g. portion of Conference Centre beside E.J. Hughes gallery, band room at Woodlands) for cultural use space – need to make significant capital investment in this area.*
2. *Need to animate Diana Krall Plaza – allow opportunity for small artist kiosk, performance space, etc.) – this space should be a downtown cultural hub utilized by people doing cultural activities.*
3. *Need annual event geared toward showcasing local artists.*
4. *City should continue to engage with cultural sector through meaningful stakeholder facilitation and consultation.*

P. Waatainen vacated the Board Room at 6:22 pm.

Many of the actions listed have the potential to be addressed by the Committee by way of providing feedback into the plans and processes being led by other departments (for example: Maffeo Sutton Park Master Plan Update, Diana Krall Plaza Upgrades). Staff requested that the Committee review the draft actions provided and give direction as to how they could be expanded, or if something should be added/removed. Once approved by the Committee, these actions will be reviewed and can be incorporated into staff work plans and potentially into the Committee’s 2018 Strategic Directions.

The Committee suggested that the “quick wins” or easily attainable actions with the potential for “high impact” be identified as priority actions. The Committee requested that staff, in preparation for the next meeting, identify which of the items they feel have the most momentum and are most realistically attainable in 2018.

It was moved and seconded that the information be received as presented. The motion carried unanimously.

This item will be discussed at the next meeting. In the mean time, Committee members can send their comments to staff via email at [cultureandheritage@nanaimo.ca](mailto:cultureandheritage@nanaimo.ca).

(b) Correspondence with the Chair

E. Hemmens noted that she and other members of the Committee are not receiving acknowledgement or response from the Chair to emails on multiple occasions. It was requested that the Chair acknowledge and/or respond to future emails from Committee members.

(c) Comments made by staff at a presentation to Council regarding work that was supposedly being undertaken by this Committee

E. Hemmens attended a recent Council meeting in which staff stated that this Committee was working on items of business that in fact have not been discussed by the Committee.

Staff suggested that Committee members might ask for clarity from the staff person that made the statement. It was noted that the staff person that made the statement is not available for comment.

Councillor G. Fuller stated that he would bring this concern up with the appropriate staff persons.

E. Hemmens vacated the Board Room at 6:50 pm.

(d) Accessible Housing

To be discussed at the 2018-JAN-03 Community Vitality Committee meeting.

(e) Notice of Motion Made at Last Meeting

D. McMahon noted that, as stated in the 2017-NOV-01 Community Vitality Committee minutes, he put forward a Notice of Motion regarding the review of the Committee's Operating Guidelines and Terms of Reference. Although he has been advised that the issue does not fall within the Committee's mandate, he would like it to be placed on the agenda for discussion by the Committee.

8. CORRESPONDENCE:

None.

8. QUESTION PERIOD:

There were no members of the public in attendance wishing to ask questions.

9. ADJOURNMENT:

It was moved and seconded at 6:54 pm that the meeting terminate. The motion carried unanimously.



CHAIR

CERTIFIED CORRECT:

  
CORPORATE OFFICER