



AGENDA
COMMUNITY VITALITY COMMITTEE MEETING

January 3, 2018, 4:30 PM - 6:30 PM
Board Room, Service and Resource Centre,
411 Dunsmuir Street, Nanaimo, BC

Pages

1. **CALL THE MEETING OF THE COMMUNITY VITALITY COMMITTEE TO ORDER:**
2. **INTRODUCTION OF LATE ITEMS:**
3. **ADOPTION OF AGENDA:**
4. **ADOPTION OF MINUTES:** 3 - 7
 - a. **Minutes**

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-DEC-06 at 4:30 pm.
5. **PRESENTATIONS:**
 - a. **Affordable Housing Strategy Update by Karin Kronstal, Social Planner**

Purpose: To provide an update on the Affordable Housing Strategy.

Recommendation: That the information be received as presented.
6. **REPORTS:**
7. **OTHER BUSINESS:**
 - a. **Maffeo Sutton Park Draft Master Plan Update**

Purpose: To receive feedback and endorsement from the Committee regarding the Maffeo Sutton Park Draft Master Plan. View the plan online at <http://cnan.ca/2BICtP8>.

Recommendation: That the Community Vitality Committee recommend that Council approve the Maffeo Sutton Park Master Plan.

b. 2017 Cultural Gathering - Draft Priority Actions for Review

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Purpose: To provide recommended priority actions for 2018.

Recommendation: That the Community Vitality Committee consider a recommendation regarding priority actions for 2018.

8. CORRESPONDENCE

a. News Release (2017-DEC-08) Help decorate Nanaimo by submitting a street banner design

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For information. The deadline for artist submissions is Friday, January 26, 2018 (no later than 3:00 pm).

b. News Release (2017-DEC-11) City accepting applications for 2018 Downtown Event Revitalization Funding

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For information. The deadline for grant applications is Monday, January 29, 2018 (no later than 4:00 pm).

c. Council extends Youth Poet Laureate term from one (1) to two (2) years

For information. On 2017-DEC-04, Council approved the following motion: "It was moved and seconded that Council approve the extension of the Youth Poet Laureate term from one to two years, with Kailey DeFehr, Nanaimo's Inaugural Youth Poet Laureate, to remain in the position for the extended one year".

9. QUESTION PERIOD:

10. ADJOURNMENT:

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.

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 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 show casing 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.

(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. Staff do bring forward matters to the Committee as directed by Council and those contained within the Strategic Directions of the Committee.

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

Cultural Gathering Priority Action Plan (for 2018)

Priority Need / Opportunity Areas	Implementation Actions Achievable in 2018	Implementation Actions for 2019 and Beyond	Stakeholders
<p>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.</p>	<ul style="list-style-type: none"> Promote use of Spacefinder B.C. website by local cultural sector and ensure City owned spaces available for performance, artistic or cultural use are also posted. As part of Spacefinder B.C. initiative, work with public and private sector partners to identify small venues that are accessible (affordable) to emerging artists and small shows. Review existing city-owned facilities to determine if space could be repurposed for use as gallery, display or performance space by the local arts community, and encourage the School District to do the same. 	<ul style="list-style-type: none"> Work to develop plan for a purpose built outdoor performance space in Maffeo-Sutton Park as part of the Park upgrade plan. Continue to support the Port Theatre Community Performing Art Centre expansion initiative. Continue to lease space to the Harbour City Theatre Alliance at 25 Victoria Road after its current lease expires in 2019. Continue to support Nanaimo Art Gallery upgrade and expansion initiative. Explore viability of a dedicated multi-use arts space (Arts Centre), including how this could be financed and possible community partnerships. 	<p>CCP Culture Sector PRE VICC NAC</p>
<p>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.</p>	<ul style="list-style-type: none"> Work with the City's Parks and Rec. Dept. to update the Diana Krall Plaza development plan with special consideration given to ideas expressed in the design work completed a few years ago as part of the RAIC Conference Diana Krall Plaza design charrette. 	<ul style="list-style-type: none"> Implement actions identified in the updated Diana Krall Plaza Development Plan. 	<p>CCP Culture Sector PRE Library Port Theatre Downtown Businesses</p>
<p>3) Need annual event geared toward showcasing local artists.</p>	<ul style="list-style-type: none"> Organize, with culture sector help, the annual Culture and Heritage Awards Ceremony, and enhance celebration for 2018 (10 year anniversary of Cultural Capital designation). 	<ul style="list-style-type: none"> Ongoing 	<p>CCP Culture Sector Culture Managers</p>
<p>4) City should continue to engage with cultural sector through meaningful stakeholder facilitation and consultation.</p>	<ul style="list-style-type: none"> Host regular culture sector networking and gathering events to share information, receive input, and provide an opportunity for learning and the exchange of information. Explore interest within the cultural sector in forming a "Creative Network" to provide a more formal structure linking the cultural sector together. 	<ul style="list-style-type: none"> Ongoing 	<p>CCP Culture Sector Culture Managers</p>

NEWS RELEASE

Distributed December 8, 2017

Help decorate Nanaimo by submitting a street banner design!

Submit your designs before Friday, January 26, 2018

The City of Nanaimo invites all amateur and professional artists to submit their designs to the Street Banner Design Contest. The banners will be installed on major streets throughout the City of Nanaimo in the summer of 2018 and 2019. Everyone is welcome to participate. Submissions must be received by Friday, January 26, 2018 (no later than 3:00 pm).

View the full list of design specifications and submission requirements and this year's theme online (www.nanaimo.ca > Doing Business > Bid Opportunities).

The City of Nanaimo would like to thank all participants in advance for their submissions and interest. Due to the volume of designs received, only those participants who are chosen will be contacted. The successful participant will be announced in early February (date subject to change) via the Bid Opportunities page on the City's website.

"The City of Nanaimo Street Banner program continues to beautify and brighten our streets and has the artistic ability to share Nanaimo's story and unique history" says Chris Barfoot, Culture & Heritage Coordinator.

Participants are encouraged to attend a one-time only optional non-mandatory information meeting which will start at 4:00 pm, Pacific Time on Thursday, December 14, 2017 in the Board Room (Main Floor) at the Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC. Participants will have an opportunity to view past examples of banner designs and ask questions pertaining to this competition.

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Contact:

Sheila Gurrie
City Clerk
City of Nanaimo
MediaRequests@nanaimo.ca



View the online edition for more information - <http://cnan.ca/2jwM6WM>

NEWS RELEASE

Distributed December 11, 2017

City Accepting Applications for 2018 Downtown Event Revitalization Funding

Deadline for submission is Monday, January 29, 2018

The City of Nanaimo is now accepting applications from community organizations seeking financial assistance to support downtown Nanaimo events through the Downtown Event Revitalization Fund. The fund supports events and initiatives that attract residents and visitors to the downtown.

Guidelines, criteria and application forms can be found online (www.nanaimo.ca > Culture & Environment > Grants), attached to this news release, in person at the Service & Resource Centre (411 Dunsmuir Street) or by contacting Community and Cultural Planning directly. The deadline for application submission is Monday, January 29, 2018, no later than 4:00 pm.

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Contact:

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MediaRequests@nanaimo.ca



View the online edition for more information - <http://cnan.ca/2jPkBrx>