



AGENDA
COMMUNITY VITALITY COMMITTEE MEETING

December 6, 2017, 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:**
 - a. **Minutes** 2 - 5

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 pm.
5. **REPORTS:**
6. **OTHER BUSINESS:**
 - a. **2017 Cultural Gathering - Draft Actions for Review** 6 - 9
7. **QUESTION PERIOD:**
8. **ADJOURNMENT:**

MINUTES
OPEN COMMUNITY VITALITY COMMITTEE MEETING
BOARD ROOM, SERVICE AND RESOURCE CENTRE
411 DUNSMUIR STREET, NANAIMO, BC
WEDNESDAY, 2017-NOV-01, AT 4:30 P.M.

PRESENT: Members: Councillor G.W. Fuller, Chair
 Rob McGregor
 Dennis McMahon
 Ingrid Sly

 Absent: Erin Hemmens
 Paula Waatainen

 Staff: Bruce Anderson, Manager, Community & Cultural Planning
 Chris Barfoot, Culture & Heritage Coordinator
 Chris Sholberg, Culture & Heritage 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 4:34 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) C. Barfoot, Culture & Heritage Coordinator, advised that he would be bringing forward an item under Agenda Item 5 (b) Administration regarding 2018 Culture & Heritage Awards Selection Group.
- (b) C. Barfoot, Culture & Heritage Coordinator, advised that he would be bringing forward an item under Agenda Item 5 (c) Administration regarding 2018 Temporary Outdoor Public Art Selection Group.
- (c) D. McMahon advised that he would be bringing forward a Notice of Motion for the next meeting:

“Given that the City of Nanaimo Committee Operating Guidelines and the Committee Terms of Reference have been newly developed and given that committees have been operating under these documents for seven months, be it resolved that City Council be requested to conduct a review in conjunction with staff and committee members to determine the effectiveness of said documents in meeting the intended purpose of committees as formed by Council.”

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MINUTES:

The Chair advised that Legislative Services has revised Committee membership. Councillor Gord Fuller is the sole Council member appointed to the Community Vitality Committee, with Councillor Sheryl Armstrong acting as an alternate.

The following amendment was made:

- Remove all occurrences of Councillor Brennan and Councillor Hong from the 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-OCT-04 at 4:30 p.m. be adopted as amended. The motion carried unanimously.

5. ADMINISTRATION:

(a) City Seeking Applications for 2018 Social Planning Grants

The City is accepting applications for 2018 Social Planning Grants. Eligibility information, criteria and application forms are available online at www.nanaimo.ca. The deadline for applications is 2017-NOV-30.

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

(b) 2018 Culture & Heritage Awards Selection Group

Staff requested that the Community Vitality Committee nominate two members from the Committee to participate in the 2018 Culture & Heritage Awards Selection Group.

D. McMahon and I. Sly volunteered to participate. The Committee requested that E. Hemmens and P. Waatainen be asked if they are interested in participating.

It was moved and seconded that members D. McMahon and I. Sly be nominated to participate in the 2018 Culture & Heritage Awards Selection Group, with the possible addition of E. Hemmens and P. Waatainen (if interested). The motion carried unanimously.

(c) 2018 Temporary Outdoor Public Art Selection Group

Staff requested that the Community Vitality Committee nominate two members from the Committee to participate in the 2018 Temporary Outdoor Public Art Selection Group.

D. McMahon and I. Sly volunteered to participate. The Committee requested that E. Hemmens and P. Waatainen be asked if they are interested in participating.

It was moved and seconded that members D. McMahon and I. Sly be nominated to participate in the 2018 Temporary Outdoor Public Art Selection Group, with the possible

addition of E. Hemmens and P. Waatainen (if interested). The motion carried unanimously.

6. OTHER BUSINESS:

(a) 2017 Cultural Gathering – Results & Working Session

C. Sholberg, Culture & Heritage Planner, and C. Barfoot, Culture & Heritage Coordinator, provided a Powerpoint presentation to summarize the feedback, provide a review of the Cultural Plan's goals and objectives, and outline next steps. *(See copy of Powerpoint Presentation provided as Supplemental Item)*

On 2017-SEP-28, the City of Nanaimo's Community and Cultural Planning section hosted a Cultural Gathering event. Over 70 members of the arts and culture community attended this networking event to hear a presentation by SpaceFinder BC, and to provide their feedback to two questions:

- What are your needs?
- What are some opportunities to meet those needs?

A review of the feedback received showed that most of the needs/opportunities identified are captured in the *2014-2020 Cultural Plan for a Creative Nanaimo*, and could be categorized into five areas:

- Space / Facilities
- Promotion
- Incentives / Funding
- Organization / Communication
- Equipment
- Political

Staff provided 12 "dot stickers" to each member, asked them to review the list of 33 needs/opportunities identified (as provided in the agenda package) and to place their stickers on the items which they feel should be most emphasized in 2018 staff work plans and the Committee's 2018 Strategic Directives.

The Committee requested that the opportunity for input be extended to the members not in attendance today.

Staff will use the items identified by the Committee to draft some actions for review at the next Committee meeting.

7. CORRESPONDENCE:

(a) Community Vitality Committee 2018 Key Date Calendar

The Community Vitality Committee received the correspondence titled Community Vitality Committee 2018 Key Date Calendar, for information.

8. QUESTION PERIOD:

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

9. ADJOURNMENT:

It was moved and seconded at 5:46 pm that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

Cultural Gathering Draft Priority Actions (for 2018)

Need/Opportunity Areas	Support Policy In Cultural Plan	Priority Votes	Relevant Past and Current Policy and Initiatives	Future Opportunities: Possible Draft Actions	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>	<p>Yes Section 5.4. (Pg. 44-45)</p>	<p>10</p>	<p>City will work with public and private sector partners to ensure there are affordable and sustainable spaces for artists and cultural organizations and maximize the community's existing public and private spaces for arts/cultural uses, including community centres, conference centre, parks, libraries, museums, art galleries, schools, churches, other government buildings, privately owned buildings, etc. Cultural facilities currently owned by City include:</p> <ul style="list-style-type: none"> - Port Theatre - Museum - Nanaimo Art Gallery/Art Lab - Vancouver Island Conference Centre - NIC/NAC - Bowen, - Beban - Oliver Woods - A number of small community centres <p>City will work to identify priority additions or enhancements to cultural spaces and places, and incorporate them into the cultural planning process and the City's financial plan.</p> <p>City will work to implement a cultural spaces and places (new and existing) capital asset priority plan that outlines priorities over the next five to twenty years.</p> <p>City committed to constructing community performing arts centre for Port Theatre in financial partnership with Port Theatre Society (\$4.6. million in reserve).</p> <p>City supports creation of a multi-use arts space.</p> <p>City will work with public and private sector to provide small venues that are accessible (affordable) to emerging artists and small shows as well as investigate way to utilize existing vacant spaces for arts/cultural purposes.</p> <p>City committed to developing plan for a purpose built, properly designed outdoor performance space (outdoor amphitheatre) in Maffeo-Sutton Park.</p> <p>City will work toward developing a set of criteria and rationale for how cultural facilities are distributed into each area (neighbourhood) of the City.</p> <p>City supports Nanaimo Art Gallery multi-phased upgrade plan.</p> <p>City supporting upgrades to Harbour City Theatre building and providing small annual operation grant (\$11,000 annually).</p>	<ul style="list-style-type: none"> • Explore viability of a dedicated multi-use arts space (Arts Centre), including how this could be financed and possible community partnerships. • 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. • 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. • Work to develop plan for a purpose built outdoor performance space in Maffeo-Sutton Park as part of the Park upgrade plan. <p>Ongoing:</p> <ul style="list-style-type: none"> • 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 work on implementation of Diana Krall Plaza upgrade plan. • Continue to work with public and private sector partners to identify small venues that are accessible (affordable) to emerging artists and small shows. • Continue to support Nanaimo Art Gallery upgrade and expansion initiative. 	<p>CCP Culture Sector PRE VICC NAC</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.	Yes Section 5.5. (Pg. 46)	7	<p>City committed to supporting the Diana Krall Plaza development plan and animating the plaza.</p> <p>Port Theatre's plan for new community performing arts centre expansion will locate main entrance onto the plaza.</p>	<ul style="list-style-type: none"> Consider updating 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. Priority will be given to implementation of the updated plaza development plan as soon as possible. 	CCP Culture Sector PRE Library Port Theatre Downtown Businesses
3) Need annual event geared toward showcasing local artists.	Yes Section 5.3. (Pg. 42-43)	6	City will work to enhance and expand the Nanaimo Cultural Awards program to make it the premier civic cultural celebration of the City's artists, creative professionals, and arts and culture leaders.	<ul style="list-style-type: none"> Continue to organize, with culture sector help, the annual Culture and Heritage Awards Ceremony. 	CCP Culture Sector Culture Managers
4) City should continue to engage with cultural sector through meaningful stakeholder facilitation and consultation.	Yes Section 5.1. (Pg. 26-33) and Section 5.3. (Pg. 42-43)	5	<p>City committed to providing and supporting regular networking opportunities, education workshops, forums, etc. to support cultural organizations and creative cultural workers and professionals (including online opportunities).</p> <p>City committed to creating a Nanaimo "Creative Network" to link all Nanaimo arts and cultural organizations with creative, innovative, knowledge-based industries for learning, networking and collaborative opportunities.</p> <p>City committed to providing ongoing leadership/training workshops and networking opportunities for cultural organizations and creative businesses.</p> <p>City committed to providing ongoing community consultation and engagement; engage people in dialogue about culture on an ongoing and consistent basis (artists, cultural workers, creative industries, cultural organizations, business, neighbourhoods, the public).</p>	<ul style="list-style-type: none"> Continue to 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. 	CCP Culture Sector Culture Managers

Space/Facilities

Need/Opportunity	Support Policy In Cultural Plan	CV Votes
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.	Yes, Section 5.4. (Pg 44-45)	10
2) Need mid-size (250-400 seat) black box space for performances and rehearsals (e.g. Port Theatre Community Theatre expansion).	Yes, Section 5.5. (Pg 46)	
3) Need a separate dedicated concert hall space for up to 300 persons, as an affordable alternative to the Port Theatre.	Yes, Section 5.5. (Pg 46)	
4) Need more street performance spots, with power and cover.	Yes, Section 5.2. (Pg 35-41)	4
5) Need environmentally controlled archival space.		
6) Need more sprung floor dance space.	Yes, Section 5.4. (Pg 44-45)	
7) Need to animate Diana Krall Plaza – allow opportunity for small artist kiosks, performance space, etc.) – this space should be a downtown cultural hub utilized by people doing cultural activities.	Yes, Section 5.5. (Pg 46)	7
8) Need more opportunities for outdoor art – graffiti/street art, murals.	Yes, Section 5.4. (Pg 44-45)	2
9) City needs to support use of churches as arts venues (e.g. help with equipment for performances).		
10) Change City facility policy which bumps not for profit use of City space, where payed bookings occur.		
11) Utilize Space Finder tool to identify public spaces that are available for rental.	Yes, Section 5.4. (Pg 44-45)	
12) Adopt bylaw which ensures owners of building's with derelict/empty space utilize it within a specific time frame (e.g. A&B Sound Building).		

Promotion

13) Need annual event geared toward show casing local artists.	Yes, Section 5.3. (Pg 42-43)	6
14) Need increase promotion of events. Promote arts/tourism angle (art tours, heritage tours, etc.) Consider using Marquis online tool.	Yes, Section 5.2. (Pg 35-41)	3
15) Promote Nanaimo arts on B.C. Ferries and in local newspapers (City feature or supplement).	Yes, Section 5.2. (Pg 35-41)	4
16) Expand Culture/Heritage eNewsletter circulation.	Yes, Section 5.2. (Pg 35-41)	2
17) Place dedicated events board in Maffeo-Sutton Park controlled by City which provides in on upcoming City park events.	Yes, Section 5.3. (Pg 42-43)	

Incentives/Funding

18) Provide tax breaks for privately owned properties who donate space to art or renovate space for arts use.	Yes, Section 5.4. (Pg 44-45)	
19) Provide City subsidy (grant program) for temporary and long term rental of studio, exhibition, performance and workshop space for arts and culture groups – space rental needs to be more affordable.	Yes, Section 5.4. (Pg 44-45)	4

Organizational/Communication

20) Arts community is fragmented – artists must fight for change and form advocacy/umbrella organization (Arts Council/Artist Committee?). Cultural sector needs to work together and have one voice.		3
21) Provide help with insurance for space, and licensing permits (liquor, etc.).	Yes, Section 5.1. (Pg 26-33)	2
22) Need arts coordinator at the School Board level.	Yes, Section 5.1. (Pg 26-33)	
23) Need a directory/database/contact list for all cultural/arts groups in Nanaimo to use for coordination, networking, sharing expertise, marketing, as well as events website.	Yes, Section 5.1. (Pg 26-33)	
24) Need collaboration between artists and other businesses (graphic arts, craft brewers, concert promoters, etc.) with City support for ideas generated by these collaborations. City should facilitate coordination of big cultural events, with the help of local creative individuals.	Yes, Section 5.1. (Pg 26-33)	
25) Need better coordination of vendor/artist showcase on cruise ship days.	Yes, Section 5.2. (Pg 35-41)	2
26) City should continue to engage with cultural sector through meaningful stakeholder facilitation and consultation.	Yes, Section 5.1. (Pg 26-33)	5
27) Need Tourism Nanaimo portal	Yes, Section 5.1. (Pg 26-33)	
28) Need expert assistance with making grant applications (Local, Provincial, Federal)	Yes, Section 5.1. (Pg 26-33)	
29) City should provide more info about funding opportunities (Local, Provincial, Federal)	Yes, Section 5.1. (Pg 26-33)	1

Equipment

30) Need riser seating and platforms at Beban Centre for events (e.g. ballroom dancing).	Yes, Section 5.4. (Pg 44-45)	
31) Audio and event lighting quality is a challenge at Beban Centre – need augmentation.	Yes, Section 5.4. (Pg 44-45)	

Political

32) Need voice on City Council to champion the arts.	Yes, Cultural Plan	4
33) City Council needs to support all arts (not just certain sectors) and be seen to be supporting the arts.	Yes, Cultural Plan	1