

MINUTES
OPEN COMMUNITY ENGAGEMENT COMMITTEE MEETING
TRAINING ROOM, 2ND FLOOR, CITY HALL
455 WALLACE STREET, NANAIMO, BC
THURSDAY, 2017-AUG-24, AT 5:00 P.M.

PRESENT: Members: L. Barclay
 R. Fuller
 I. Gartshore
 E. Hemmens
 B. Manners
 N. Mitchel
 R. Secord
 P. Urquhart

 Absent: E. Kozak
 N. Smith

 Staff: P. Cooper, Director of Communication and Community Engagement
 T. Loewen, Communication and Marketing Specialist
 N. Sponaule, Recording Secretary

1. CALL THE COMMUNITY ENGAGEMENT COMMITTEE MEETING TO ORDER:

The Open Community Engagement Committee Meeting was called to order at 5:04 p.m.

Committee discussion took place regarding the need to choose an Acting Chair. By unanimous consent, Erin Hemmens was appointed.

2. INTRODUCTION OF LATE ITEMS

- (a) Staff announced they would distribute printouts of the feedback collected from the Community Engagement Sessions under agenda item 5 Other Business.
- (b) Ian Gartshore requested the Community Engagement Committee discuss a possible revision to their mission statement be brought forward as an item under agenda item 5 Other Business.

3. ADOPTION OF AGENDA:

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

4. PRESENTATIONS:

(a) Committee Focus and Review of Pilot Program Origin

Philip Cooper, Director of Communication and Engagement spoke regarding the following:

- General feedback on the public engagement sessions held on 2017-AUG-16, 2017-AUG-17 and 2017-AUG-21;
- The online survey which has so far received 90 responses including 65 fully completed surveys;
- Confirmation that the Committee's focus is on the motion that Council adopted on 2016-SEP-12; and,
- The need to discuss a budget for the pilot program at a later date, depending on which methods or locations the Committee brings to Council for recommendation.

It was moved and seconded that the Community Engagement Committee receive the presentation from Philip Cooper. The motion carried unanimously.

5. OTHER BUSINESS:

(a) Discussion Regarding Effective Meeting Ground Rules

Peter Urquhart presented the idea of choosing specific ground rules to agree upon as a Committee and to have them printed out and displayed at each Committee meeting to keep everything focused.

Committee discussion and brainstorming took place to refine the rules. A 2-page list of ideas was compiled and Committee members elected to share the document with each other via email to make tweaks as they see fit and bring the amended list to the next meeting for approval.

(b) Discussion Regarding Discouraged and Disengaged Citizens

Peter Urquhart opened up the discussion regarding discouraged and disengaged citizens, how to engage with them and how to turn around a negative conversation. Committee discussion took place regarding the importance of respecting these citizens' opinions by talking with them, showing empathy and giving them the opportunity to express their views.

(c) Discussion Regarding Online Participation

Committee discussion took place regarding promoting the Committee's work thus far via a news release and social media. By unanimous consent, it was agreed that one male and one female Committee member be chosen by Staff to act as spokespersons for any media inquiries.

It was moved and seconded that a news release be prepared by Staff thanking the public for attending the recent open house sessions, promoting the upcoming work of the Community Engagement Committee and advertising the online survey which will be open until 2017-AUG-31. The motion carried unanimously.

It was moved and seconded that Staff investigate options for an online Community Engagement Committee resource on Facebook and report back with their findings at the next meeting. The motion carried unanimously.

(d) Discussion Regarding Logistics, Processes and Next Steps for Engagement Sessions

Committee discussion took place regarding whether or not the Community Engagement Committee should make a recommendation to Council that they adjust their motion so that pilot sessions are not held quarterly, or for fewer sessions to be held, or to leave motion as is and continue the sessions into the next Council's term. It was determined that a further discussion focussing on the Community Engagement Committee's timeline needed to be held at their next meeting before a recommendation to Council could be considered.

(e) Revisions to the Community Engagement Committee's Mission Statement

Ian Gartshore brought forward possible revisions to the Community Engagement Committee's mission statement. It was agreed that further discussion regarding the mission statement should be addressed at the next Committee meeting.

(f) Next Community Engagement Meeting Date

It was moved and seconded that the next Community Engagement Committee meeting be held on 2017-SEPT-14. The motion carried unanimously.

6. QUESTION PERIOD:

- Dorothy Houghton re: clarification as to whether Community Engagement Committee meetings were open to the public; whether the Committee's pending Facebook group would be open or closed; whether the Community Engagement pilot project meetings would be televised; and how the online engagement of this Committee would be different from the 4 or 5 active Facebook groups regarding community engagement in Nanaimo.

7. ADJOURNMENT:

It was moved and seconded at 7:31 p.m. that the meeting terminate. The motion carried unanimously.



ACTING CHAIR

CERTIFIED CORRECT:



CORPORATE OFFICER