

**MINUTES**  
**OPEN COMMUNITY ENGAGEMENT COMMITTEE MEETING**  
**BOARD ROOM, SERVICE AND RESOURCE CENTRE**  
**411 DUNSMUIR STREET, NANAIMO, BC**  
**MONDAY, 2017-JUL-31, AT 4:00 P.M.**

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PRESENT:   Members:   Councillor S. Armstrong  
                              L. Barclay  
                              R. Bolin  
                              R. Fuller  
                              I. Gartshore  
                              E. Hemmens  
                              E. Kozak  
                              B. Manners  
                              L. Rieper  
                              R. Secord  
                              N. Smith

                 Absent:   H. Thorburn  
                              P. Urquhart

                 Staff:     P. Cooper, Communication and Engagement Director  
                              T. Loewen, Communication and Marketing Specialist

1.    CALL THE COMMUNITY ENGAGEMENT COMMITTEE MEETING TO ORDER:

The Open Community and Engagement Committee Meeting was called to order at 4:06 p.m.

2.    ADOPTION OF AGENDA:

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

3.    PRESENTATIONS:

(a)   Public Feedback & Committee Updates

P. Cooper, Director of Communication and Engagement provided an update regarding:

- Each of the two July public feedback sessions dated July 17 and 18;
- The upcoming August feedback sessions dated August 16, 17 and 21; and,
- The role of Committee Chair

4. OTHER BUSINESS:

a. Councillor S. D. Armstrong

Councillor Armstrong provided an overview of her support and interest in the Community Engagement Committee.

b. Vision and Mission of the Community Engagement Committee

Committee agreed upon a Mission statement as follows:

“We are here to promote citizen involvement, participation and discussion in our community’s civic process through hosting four community engagement events”.

Committee discussion took place regarding:

- The purpose of the committee including a recap of the origin of the motion that led to the creation of the committee;
- The definition of community engagement;
- The vision and mission for the Committee including determining topics, motivating public engagement, different models of engagement and vision statement;
- How the Committee will work together;
- Project timelines; and,
- The Committee’s working format, informing Council on issues of importance, facilitating citizen satisfaction and ideas/suggestions for greater involvement in the civic process.

c. Goals of the Community Engagement Committee

Committee discussion took place regarding the goals for the four community engagement events. A statement regarding the Committee goals was agreed upon and reads:

“The goal of our committee is to generate discussion regarding issues of importance to citizens of Nanaimo through the process of four forums with the ultimate outcome of a healthy, vibrant, successful community.”

d. Next Community Engagement Meeting Date

It was moved and seconded that the next Community Engagement Committee meeting be held on August 11, 2017 at 5:00 p.m. in the Service and Resource Centre Boardroom. The motion carried unanimously.

e. Appointment of Chair

Committee discussion took place regarding nominations for Chair of the Community Engagement Committee.

It was moved and seconded that Norm Smith be appointed Chair of the Community Engagement Committee. The motion carried unanimously.


f. Committee Direction to Staff

The Community Engagement Committee directed Staff to:

- Gather information on popular topics that residents would want to speak about during pilot sessions; and,
- Organize and book space for the next meeting.

5. ADJOURNMENT:

It was moved and seconded at 6:20 p.m. that the meeting terminate. The motion carried unanimously.

  
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CHAIR      NORM SMITH

CERTIFIED CORRECT:

  
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CORPORATE OFFICER

