

AGENDA
OPEN COMMUNITY VITALITY COMMITTEE MEETING
BOARD ROOM, SERVICE AND RESOURCE CENTRE
411 DUNSMUIR STREET, NANAIMO, BC
WEDNESDAY, 2017-MAY-03, AT 4:30 P.M.

1. **CALL THE OPEN MEETING OF THE COMMUNITY VITALITY COMMITTEE TO ORDER:**
2. **INTRODUCTION OF LATE ITEMS:**
3. **ADOPTION OF AGENDA:**
4. **ADOPTION OF MINUTES:**
 - (a) 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-APR-05 at 4:30 p.m. Pg. 3-5
5. **PRESENTATIONS:**
 - (a) Mr. Bruce Anderson, Manager, Community and Cultural Planning, to present the 2017 Strategic Directions for the Community Vitality Committee approved at the 2017-APR-24 Council meeting. Pg. 6-8
 - (b) Mr. Chris Barfoot, Culture and Heritage Coordinator, to provide an update regarding the Temporary Public Art Program.
 - (c) Ms. Karin Kronstal, Social Planner, to provide a presentation regarding the Social Planning Grant Program.
6. **REPORTS:**
 - (a) **Revised Social Development Strategy**

Purpose: To present the revised Social Development Strategy report.

[Note: The revised Social Development Strategy document will be distributed at the meeting.]
 - (b) **Affordable Housing Strategy – Terms of Reference**

Purpose: To present the Terms of Reference for the Affordable Housing Strategy approved at the 2017-APR-24 Council meeting. Pg. 9-13

7. **OTHER BUSINESS:**

8. **QUESTION PERIOD:**

9. **ADJOURNMENT:**

MINUTES
OPEN COMMUNITY VITALITY COMMITTEE MEETING
BOARD ROOM, SERVICE AND RESOURCE CENTRE
411 DUNSMUIR STREET, NANAIMO, BC
WEDNESDAY, 2017-APR-05, AT 4:30 P.M.

PRESENT: Members: Councillor Gordon Fuller, Chair
 Councillor Diane Brennan
 Dennis McMahon
 Erin Hemmens
 Ingrid Sly
 Michele Green
 Paula Waatainen (arrived at 4:34 p.m., vacated at 5:30 p.m.)
 Rob McGregor

 Absent: Councillor Jerry Hong
 Councillor Bill Yoachim

 Staff: Bruce Anderson, Manager, Community and Cultural Planning
 Chris Sholberg, Culture/Heritage Planner
 Chris Barfoot, Culture Coordinator
 Karin Kronstal, Social Planner
 Peggi Humphreys, Recording Secretary

1. CALL THE COMMUNITY VITALITY COMMITTEE MEETING TO ORDER:

The Open Community Vitality Committee Meeting was called to order at 4:30 p.m.

2. ADOPTION OF AGENDA:

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

3. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Regular Open Meeting of the Community Vitality Committee held in the Board Room, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Wednesday, 2016-DEC-07 at 4:30 p.m. be adopted as amended. The motion carried unanimously

P. Waatainen entered the Board Room at 4:34 p.m.

4. ADMINISTRATION:

(a) Welcome and Introductions

B. Anderson introduced the staff from the Community and Cultural Planning section, which provides support to the Cultural Vitality Committee. Committee members also introduced themselves and gave a brief summary of their personal backgrounds and interests in the committee's works.

(b) Committee Terms of Reference

B. Anderson explained the committee's purpose and scope. An orientation binder including key resources for culture, heritage and social issues relevant to the Community Vitality Committee was distributed to all members.

(c) Orientation – Staff Presentations

Community and Cultural Planning staff provided an overview of key areas of focus for the social, heritage and culture functions.

K. Kronstal detailed current social planning issues, including affordable housing; poverty reduction; mental health and addictions; CODE (Community Organized Dental Enterprise); children's health/well being; seniors; immigrants; sex trade workers; and food security. Social planning offers grants to community organizations and also supports the Youth Advisory Council.

C. Sholberg gave an overview of heritage issues, including the Heritage Conservation Program, Heritage Register, archaeological sites policy, record keeping in partnership with Nanaimo Archives, grant programs in support of heritage building preservation, and historical walking/biking tours.

C. Barfoot highlighted culture initiatives, including temporary public art, the Poet Laureate Program including the Poetry Walk and Poetry Map, Culture and Heritage Awards, grant programs, street banners, and permanent art projects involving First Nations artists.

P. Waatainen vacated the Board Room at 5:30 p.m.

B. Anderson advised that another function of the Community and Cultural Planning section is the management of civic cultural facilities (such as the Museum, Art Gallery and Port Theatre). He explained the role of the Community Vitality Committee will be to provide advice and recommendations to Council based on Strategic Directions for the committees determined by Council.

5. ADJOURNMENT:

It was moved and seconded at 5:37 p.m. that the meeting terminate. The motion carried unanimously.

CHAIR

CERTIFIED CORRECT:

CORPORATE OFFICER

2017 Annual Strategic Directions for the Community Vitality Committee

Item 1: Poverty Reduction Strategy

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none"> Economic Health, Social Equity Community Wellness 	<ul style="list-style-type: none"> Social Development Strategy 	<ul style="list-style-type: none">

Item 2: Community Plan to End Homelessness (Homelessness Coalition)

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none"> Social Equity Community Wellness Affordable Housing 	<ul style="list-style-type: none"> Nanaimo's Response to Homelessness Action Plan 	<ul style="list-style-type: none">

Item 3: Social Development and Community Service Grants – Criteria Development

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none"> Social Equity Community Wellness 	<ul style="list-style-type: none"> City of Nanaimo Health and Social Forum Findings and Recommendations 	<ul style="list-style-type: none">

Item 4: Affordable Housing Strategy

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none"> Economic Health, Social Equity Community Wellness Affordable Housing 	<ul style="list-style-type: none"> Official Community Plan Nanaimo's Response to Homelessness Action Plan 	<ul style="list-style-type: none">

Item 5: Heritage Register Amendments

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none"> Economic Health, Cultural Vitality 	<ul style="list-style-type: none"> Official Community Plan Cultural Plan 	<ul style="list-style-type: none"> Heritage Conservation Program

Item 6: Archaeological Mapping and Liaison – Archaeological Overview Assessment

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none">Cultural Vitality	<ul style="list-style-type: none">Official Community PlanCultural Plan	<ul style="list-style-type: none">Heritage Conservation Program

Item 5: Coal Town Trail

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none">Cultural VitalityRecreation, Culture, Sports and Tourism	<ul style="list-style-type: none">Official Community PlanCultural PlanParks and Recreation Master Plan	<ul style="list-style-type: none">Heritage Conservation ProgramTrail Network

Item 6: Heritage Promotion in Public Spaces Initiative

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none">Cultural VitalityRecreation, Culture, Sports and Tourism	<ul style="list-style-type: none">Official Community PlanCultural Plan	<ul style="list-style-type: none">Heritage Conservation Program

Item 7: Street Banners

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none">Cultural VitalityRecreation, Culture, Sports and Tourism	<ul style="list-style-type: none">Parks and Recreation Master PlanCommunity Plan for Public Art	<ul style="list-style-type: none">Public Art Program

Item 8: Departure Bay/Water Treatment Plant Art Initiative

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none">Cultural VitalityEconomic Health	<ul style="list-style-type: none">Official Community PlanCultural PlanCommunity Plan for Public Art	<ul style="list-style-type: none">Public Art Program

Item 9: Culture and Heritage Awards

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none">▪ Cultural Vitality	<ul style="list-style-type: none">▪ Official Community Plan▪ Cultural Plan	<ul style="list-style-type: none">▪

Item 10: Poet Laureate Program

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none">▪ Cultural Vitality	<ul style="list-style-type: none">▪ Official Community Plan▪ Cultural Plan	<ul style="list-style-type: none">▪

Item 11: Temporary Public Art Program

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none">▪ Cultural Vitality▪ Economic Health	<ul style="list-style-type: none">▪ Official Community Plan▪ Cultural Plan▪ Community Plan for Public Art	<ul style="list-style-type: none">▪ Public Art Program

Item 12: Community Performing Arts Centre – Port Theatre Expansion Initiative

How does it relate to the following?

Strategic Plan Update 2016-2019	Adopted Plans and Documents	Programs
<ul style="list-style-type: none">▪ Cultural Vitality▪ Economic Health▪ Recreation, Culture, Sports and Tourism	<ul style="list-style-type: none">▪ Official Community Plan▪ Cultural Plan	

INTRODUCTION

The City of Nanaimo “Official Community Plan Bylaw 2008 No. 6500” (planNanaimo) was adopted in September 2008. Section 3.2 of the Official Community Plan (OCP) states that, “For Nanaimo to remain home for people of all income levels, it is critical to maintain the exiting stock of affordable housing and to create opportunities for the development of new affordable housing.” Affordable Housing is also one of Nanaimo’s two Strategic Initiatives in the 2016 – 2019 Strategic Plan.

The Affordable Housing Strategy (the “Strategy”) will be the first time the City of Nanaimo (the “City”) undertakes a comprehensive study of affordability across the housing continuum, which includes social, non-market and market housing (see Table 1 - The Housing Continuum). This approach recognizes that affordable market housing is critical to the City’s long-term prosperity, as attracting and retaining residents of all ages requires housing options that reflect typical income levels.

Table 1 - The Housing Continuum							
Emergency Shelters	Low Barrier Housing	Transitional Housing	Supported Housing	Affordable Rental Housing	Assisted Home Ownership	Rental Housing	Home Ownership
Social Housing				Non-Market Housing		Market Housing	

** Based on: Review of Best Practices in Affordable Housing, Smart Growth BC, 2007, pg. 16*

Working with our partners in the non-profit housing and private sectors, the Strategy will provide an action-oriented plan based on the concerns, opportunities and priorities identified through the planning process.

BACKGROUND / CONTEXT

BC residents face some of the highest housing costs in all of Canada. For more than fifteen years, the City of Nanaimo has been working with the provincial and federal governments and local community partners to address issues of homelessness and affordable housing in our community. In response to both acute demand and provincial funding opportunities, over the past decade the City has focused on ending homelessness. Following the creation of the Homelessness Action Plan in 2008, the City partnered with BC Housing to create new supportive housing. That year, Council entered into a Memorandum of Understanding with the Province of British Columbia to facilitate the provision of 160 supportive housing units for the homeless; to date, 128 of these units have been constructed.

While the new units made a significant difference to Nanaimo’s social housing stock, affordability is also a concern for renters and homeowners of market and non-market housing. Over half (53%) of renter households in Nanaimo spend more than 30% of their income on housing (rent and utilities), which is the limit set by the Canadian Mortgage and Housing Corporation for whether housing can be considered affordable. Of even greater concern, one out of four renter households spends more than half of their income on housing costs. Nearly all of these households are in the lowest two income quartiles, earning less than \$23,835 per year (Canadian Rental Housing Index, 2015).

At the same time that many renters face a serious affordability challenge, the cost of buying a home in Nanaimo is rising at a much faster rate than income. The most recent Canadian census found the average gross household incomes in Nanaimo increased 5.5% over a five year period, from \$45,937 in 2006 to \$48,469 in 2011. To contrast, the average price of a single-family home in Nanaimo rose eighteen percent in just the past year, from \$400,977 in November 2015 to \$472,137 in November 2016 (Vancouver Island Real Estate Board, November 2016).

In recognition of the rising housing demand, the City has taken a number of other policy actions aimed at facilitating new lower-cost market housing, such as allowing secondary suites in most single-family dwellings and introducing new small lot zoning to enable greater density of development. However, given that Nanaimo's population is already older than the national average and this trend is projected to continue, the City needs to take a proactive and coordinated approach to ensuring that housing in our community remains sufficiently affordable to a wide range of ages and income brackets. As discussed in both the OCP and the Strategic Plan, a balanced housing market with sufficient and accessible housing for all is a cornerstone of community wellness and sustainable economic development.

PURPOSE

The purpose of the Strategy is to establish the City's role and priorities in regards to promoting housing affordability in Nanaimo over the next ten years (2017 – 2027). This will assist Council with decision making, help staff to coordinate with other agencies and governments, and aid public awareness and education in regards to what the City is doing on this issue.

OBJECTIVES

Section 3.2 of the OCP identifies two broad objectives relevant to the Affordable Housing Strategy: 1) Identify opportunities to provide a range of housing type and tenure, as well as assisted housing, sufficient to meet the needs of city residents; and 2) Maximize the use of senior government programs / partnerships and private sector incentives to increase Nanaimo's lower cost housing stock. While these objectives were written specifically in regards to affordable housing, they can be applied to shelter needs across the housing continuum.

DELIVERABLES

Two reports will be developed as part of the Strategy process:

1) Affordable Housing Discussion Paper - This background study will provide a situational analysis that takes stock of the existing housing need, supply and conditions, projects housing demand by type and tenure for the 2017 – 2037 period, and provides a better understanding of the challenges local partners and developers experience when creating new housing stock. The Discussion Paper will identify a range of policy options for creating and preserving housing in Nanaimo by drawing on current housing trends, the current role of the City and other partners in promoting housing affordability. This document will also identify best practices from comparable cities and the projected financial and other resource implications of the available policy options. The Discussion Paper will incorporate statistical analysis, a policy scan, and feedback from engagement activities.

2) Affordable Housing Strategy & Implementation Plan – The Strategy will draw on the Discussion Paper to set the strategic direction and priorities for the next ten years, and will include an implementation plan with clearly identified policies and actions to be taken over the short-term (1 – 2 years), medium-term (2 – 5 years) and long-term (5 -10 years). The Strategy will also provide guidance on implementation and tools for ongoing Strategy evaluation. Finally, this document will identify how the proposed housing policy actions can be used to promote other City priorities such

as sustainability, economic development, vibrant communities, public space, and community wellbeing.

PROCESS AND TIMELINE

The following is a projected timeline to complete the various components of the Strategy. It is anticipated the process will take approximately 15 months to complete.

Phase	Process	Duration	Deliverables
1	Plan Initiation <i>Background research (current and projected demographic data, housing inventory, market analysis, etc.)</i> <i>Approval of Terms of Reference by Council; Issue the Request for Proposals for consulting services</i>	Three months	Background Information Request for Proposals
2	Issues and Opportunities <i>Stakeholder Engagement Sessions (Individual and Focus groups)</i> <i>Update to the Community Vitality Committee</i> <i>Public Engagement – Online Survey and Community / Neighbourhood Association Meetings</i>	Three months	Affordable Housing Discussion Paper (draft)
3	Options Development <i>Preparation of policy options, discussion with stakeholders</i> <i>Discussion Paper to Community Vitality Committee for comment</i> <i>Update to Council</i>	Three months	Affordable Housing Discussion Paper (final)
4	Draft Strategy <i>Present draft Strategy to Community Planning and Development Committee for comment</i> <i>Present draft Strategy to Community Vitality Committee for recommendation</i> <i>Open House</i>	Three months	Affordable Housing Strategy and Implementation Plan (draft)
5	Finalize Strategy <i>Revision of draft Strategy</i> <i>Public Hearing and Council adoption</i>	Three months	Affordable Housing Strategy and Implementation Plan (final)

STEERING COMMITTEE

The Strategy process will be overseen by a steering committee. It is anticipated this steering committee will include representatives from the following sectors and organizations:

- Vancouver Island Realtors Board (1)
- Building and Development Sector (1)
- Non-Profit Housing Sector (3)
- Vancouver Island University (1)
- BC Housing (1)
- Regional District of Nanaimo (1)
- Member of the Community Vitality Committee (1)

The Community Vitality Committee, whose mandate is to promote the community's wellbeing and to make recommendations to Council on proposed initiatives related to the social equity, will be asked for input through the plan process and to provide a final recommendation to Council. The Strategy will also be referred to the Community Development and Planning Committee for comment.

KEY STAKEHOLDERS

Key stakeholders will be consulted and provided the opportunity for input throughout the process. The majority of focus groups and/or one-to-one meetings with stakeholders are scheduled for Phase 2 of the plan process (Issues and Opportunities), though given the complexity of the subject matter stakeholders may be invited to provide additional input / feedback at later stages of the plan process. Some of the key stakeholder groups will also be represented on the Steering Committee.

Government Partners	Canadian Mortgage and Housing Corporation BC Housing Snunymeux First Nation Island Health
Non-Profit Sector	Nanaimo Affordable Housing Society Homelessness Coalition Habitat for Humanity Nanaimo Association for Community Living Nanaimo Youth Services Association Makola Housing John Howard Society Pacifica Housing Salvation Army Mt. Benson Seniors Housing Society
Business Community	Canadian Home Builders Association (Nanaimo branch) Vancouver Island Real Estate Board Developers and commercial landlords

PUBLIC ENGAGEMENT

A series of opportunities will be provided to involve the community within the planning process. Elements of the public consultation process may include, but are not limited to:

- Open Houses
- Community and/or Neighbourhood Association Meetings
- Focus Groups
- Survey Input
- Strategy updates on social media
- Public Hearing

Community meetings will be held in various locations around Nanaimo (e.g., North, South, Central and Downtown) to ensure equal opportunity for information sharing and gathering, and to enable a more focused discussion on the neighbourhood context.

RESOURCES

Staffing

The Community and Cultural Planning Section, led by the Social Planner, will be responsible for this project. Much of the work will be completed with City Staff resources, with consultants utilized for portions of the project. The City will utilize the services of these consultants to assist with elements of the plan process, including market analysis, population projections, public engagement materials and session facilitation, and document preparation.

Budget

Funding for the Affordable Housing Strategy is included in the 2017 Community Planning budget.

Relevant Plans and Policies

City of Nanaimo Social Development Strategy: Phase 1 Status Report (May 2003)

City of Nanaimo Social Development Strategy (September 2004)

Official Community Plan Bylaw 2008 No. 6500 (planNanaimo)

A Response to Homelessness Action Plan: A Housing First Approach, Situational Analysis. City of Nanaimo (May 2008)

A Response to Homelessness Action Plan: A Housing First Approach, Relevant Best Practices. City of Nanaimo (January 2008)

Nanaimo's Response to Homelessness Action Plan. City of Nanaimo (July 2008)

Housing Needs Overview Prepared for Regional District of Nanaimo, Nanaimo, Parksville, Qualicum Beach (January 2009)

Connecting Housing Needs and Opportunities, Regional District of Nanaimo (March 2009)

Our Home, Our Future: Projections of Rental Housing Demand and Core Housing Need in Regional District of Nanaimo to 2036. BC Non-Profit Housing Association (September 2012)

City of Nanaimo Corporate Strategic Plan, 2016 - 2019