

**MINUTES**  
OPEN COMMUNITY VITALITY COMMITTEE MEETING  
BOARD ROOM, SERVICE AND RESOURCE CENTRE  
411 DUNSMUIR STREET, NANAIMO, BC  
WEDNESDAY, 2018-JAN-03, AT 4:30 PM

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PRESENT:   Members:   Councillor G.W. Fuller, Chair

Dennis McMahon

Erin Hemmens

Ingrid Sly

Paula Waatainen

Rob McGregor

Staff:           Chris Sholberg, Culture & Heritage Planner  
Dale Lindsay, Director, Community Development  
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 4:33 pm.

2.    INTRODUCTION OF LATE ITEMS:

(a)   Dennis McMahon advised that he would be bringing forward an item under Agenda Item 7 (c) Other Business regarding a notice of motion put forward at the 2017-NOV-01 Community Vitality Committee Meeting.

(b)   Staff advised that they would be removing an item under Agenda Item 5 (a) Presentations: Affordable Housing Strategy Update. The item will be presented by at the 2018-FEB-07 Community Vitality Committee 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:

By unanimous consent, the Community Vitality Committee amended the 2017-DEC-06 Community Vitality Committee Minutes to strike under Agenda Item 7 (c) Other Business the sentence "Staff to bring forward matters to the committee as directed by Council and those contained within the Strategic Directions of the Committee." and to add "It was noted that the staff person that made the statement is not available for comment".

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-DEC-06 at 4:30 pm be adopted as amended. The motion carried unanimously.

5. PRESENTATIONS:

None.

6. REPORTS:

None.

7. OTHER BUSINESS:

(a) Maffeo Sutton Park Draft Master Plan Update

Kirsty MacDonald, Parks & Open Space Planner, attended the 2017-DEC-06 Community Vitality Meeting and provided an overview of the Maffeo Sutton Park Draft Master Plan and process to date. It was requested that Committee members review the plan and provide their feedback. Staff will use feedback received to revise the draft Plan prior to presentation to Council for approval. As well, proposed timelines and overall cost estimates will be included for some of the short term items identified.

Committee members requested that they be included in discussions regarding a purpose built and designed outdoor performance space in Maffeo Sutton Park.

It was moved and seconded that the Community Vitality Committee recommend that Council endorse the Maffeo Sutton Park Draft Master Plan. The motion carried unanimously.

(b) 2017 Cultural Gathering – Draft Priority Actions for Review

Staff provided an overview of the recommended priority actions for 2018 as outlined in the agenda package. The chart provided includes one column with realistic short term 2018 actions, and another column for actions 2019 and beyond. The 2018 actions can be incorporated into the Committee's 2018 Strategic Directions and related staff work plans. Committee members discussed the actions contained in the report and were in agreeance with the information presented.

It was moved and seconded that the Community Vitality Committee approve the list of 2018 actions as presented in the report and as follows:

Priority Need / Opportunity Areas	Implementation Actions Achievable in 2018	Implementation Actions for 2019 and Beyond	Stakeholders
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.	<ul style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>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.</li> </ul>	<ul style="list-style-type: none"> <li>Work to develop plan for a purpose built outdoor performance space in Maffeo-Sutton Park as part of the Park upgrade plan.</li> <li>Continue to support the Port Theatre Community Performing Art Centre expansion initiative.</li> <li>Continue to lease space to the Harbour City Theatre Alliance at 25 Victoria Road after its current lease expires in 2019.</li> <li>Continue to support Nanaimo Art Gallery upgrade and expansion initiative.</li> <li>Explore viability of a dedicated multi-use arts space (Arts Centre), including how this could be financed and possible community partnerships.</li> </ul>	CCP Culture Sector PRE VICC NAC
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.	<ul style="list-style-type: none"> <li>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.</li> </ul>	<ul style="list-style-type: none"> <li>Implement actions identified in the updated Diana Krall Plaza Development Plan.</li> </ul>	CCP Culture Sector PRE Library Port Theatre Downtown Businesses
3) Need annual event geared toward show casing local artists.	<ul style="list-style-type: none"> <li>Organize, with culture sector help, the annual Culture and Heritage Awards Ceremony, and enhance celebration for 2018 (10 year anniversary of Cultural Capital designation).</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing</li> </ul>	CCP Culture Sector Culture Managers
4) City should continue to engage with cultural sector through meaningful	<ul style="list-style-type: none"> <li>Host regular culture sector networking and gathering events to share information, receive input, and provide</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing</li> </ul>	CCP Culture Sector Culture Managers

stakeholder facilitation and consultation.	<div>an opportunity for learning and the exchange of information.</div> <div><ul style="list-style-type: none"><li>• Explore interest within the cultural sector in forming a “Creative Network” to provide a more formal structure linking the cultural sector together.</li></ul></div>		
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The motion carried unanimously.

(c) Notice of Motion made at 2017-NOV-01 Community Vitality Committee meeting not carried forward

At the 2017-NOV-01 Community Vitality Committee meeting, Dennis McMahon put forward a notice of motion that was not placed on the subsequent agenda for discussion. Council’s procedures clearly states that a notice of motion will be placed on the next agenda for consideration and discussion.

Committee discussion took place regarding the reasoning for the motion which included:

- To request clarity on Committee mandates
- To request clarity on how it is determined which issues are presented to which Committee

Dale Lindsay, Director of Community Development, noted that the Legislative Services Department determined that a motion to review the City’s Committee structure does not fall under the Community Vitality Committee’s scope; and therefore, was not carried forward to a subsequent agenda for discussion. The motion is outside of the mandate of the Committee and would be considered an out of order motion if the Committee was to proceed. Mr. Lindsay stated that it was his understanding that the City Clerk’s office has initiated a review all City Committee structures. An update on the results of the review can be provided to the Committee at a future date.

In the next month or so, the Committee will be discussing its 2018 Strategic Directions to assist in determining the Committee’s work in 2018. Staff noted that there is overlap in the issues that are brought forward to various City Committees. The 2018 work plan discussion will be an opportunity to add items that the Committee wants to be specifically involved in.

8. CORRESPONDENCE:

- (a) News Release (2017-DEC-06) Help decorate Nanaimo by submitting a street banner design

The Committee was advised that the deadline for street banner design 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

The Committee was advised that 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.

The Committee was advised that 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".*

8. QUESTION PERIOD:

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

9. ADJOURNMENT:

It was moved and seconded at 5:30 pm that the meeting terminate. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER