

**MINUTES**  
COMMUNITY ENGAGEMENT MEETING  
BOARD ROOM, SERVICE AND RESOURCE CENTRE  
411 DUNSMUIR STREET, NANAIMO, BC  
TUESDAY, 2018-FEB-27, AT 4:30 P.M.

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Present: Councillor S. Armstrong  
Norm Smith, Chair  
Les Barclay  
Robert Fuller  
Ian Gartshore  
Erin Hemmens  
Bill Manners  
Nancy Mitchell  
Rosemary Secord (vacated at 6:04 p.m.)  
Peter Urquhart

Staff: T. Loewen, Communication and Marketing Specialist  
K. Gerard, Recording Secretary

1. CALL THE COMMUNITY ENGAGEMENT COMMITTEE MEETING TO ORDER:

The Community Engagement Committee Meeting was called to order at 4:32 p.m.

2. INTRODUCTION OF LATE ITEMS:

- (a) Les Barclay requested to add an Agenda Item 6 - "3 Builds" under Agenda Item 6 - Reports.

It was moved and seconded that the Community Engagement Task Force add an Agenda Item titled "3 Builds" under Agenda Item 6(b) and reorder items accordingly. The motion carried unanimously.

3. ADOPTION OF AGENDA:

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

4. ADOPTION OF MINUTES:

It was moved and seconded that the Minutes of the Open Community Engagement Task Force Meeting held in the Boardroom, Service and Resource Centre, 411 Dunsmuir Street, Nanaimo, BC, on Tuesday, 2017-NOV-28 at 4:30 p.m. be adopted as circulated. The motion carried unanimously.

5. REPORTS:

(a) Follow-up on Council Direction

Discussion took place regarding Council direction from the Regular Committee of the Whole Meeting held on Monday, 2018-FEB-26, which included:

- Topic selection for future community engagement sessions; does the task force pick the topics or does Council;
- Options to meet with Council two weeks before community engagement session or discuss via email the topics picked by the task force;
- Erin Hemmens suggested that she and Bill Manners craft an email to Council regarding topics for next community engagement session and ensure members and Council are agreed upon who will pick the topics (if any) for the upcoming session;
- Moving forward based on motion passed at the Committee of the Whole Meeting held 2018-FEB-26 and talk about roles, responsibilities and format for the next community engagement session; and,
- Process for future sessions should begin with dialogue from the task force, discussion of format for the session, pick topics then report to Council on the chosen topics.

It was moved and seconded that the Community Engagement Task Force contact Council via email for clarification regarding topic selection for the public engagement sessions. *The motion was defeated.*

Opposed: Les Barclay, Robert Fuller, Ian Gartshore, Nancy Mitchell, Norm Smith and Peter Urquhart.

(b) Les Barclay – 3 Builds

Les Barclay provided the Committee Engagement Task Force with his ideas for 3 Builds moving forward which included:

1. Building process and knowledge;
2. Building collaboration; and,
3. Building value.

(c) Community Engagement Planning Session

Discussion took place regarding the next Community Engagement Planning sessions which included:

- dates and locations for the next session;
- pros and cons of running the session as an E-Town Hall Meeting format;
- how to choose a topic and whether the public should chose the topic for the next session;
- gather experts on that topic to attend and approach different groups each session;
- Task Force could look at other communities and how they run their community engagement sessions;

- pros and cons of possibly making the next session run on one topic only chosen by the public;
- look at other locations including Beban and Departure Bay Activity Centre;
- members suggested and agreed that Tracy Loewen will research and obtain location options for the next public engagement session; and,
- members suggested and agreed that Nancy Mitchell will draft a proposal for a session that explores one topic more comprehensively.

6. ADJOURNMENT:

It was moved and seconded at 6:25 p.m. that the meeting terminate. The motion carried unanimously.

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CHAIR

CERTIFIED CORRECT:

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CORPORATE OFFICER