

ATTACHMENT D

Proposed Neighbourhood Association Supports

A. Existing Supports:

1. Four Staff Liaison Planners from Community Planning Section (one assigned to each association, primarily for communication and information purposes) –
2. One Staff Liaison Planner attends NNN meetings (three times a year) as resource person (primarily for communication and information purposes);
3. Staff Liaison Planner available to attend neighbourhood association meeting/AGM upon request.
4. Printing support on request (primarily to print mail outs or hand outs produced by the associations);
5. Provide Nanaimo Neighbourhood Network (NNN) a meeting space (e.g. SARC Boardroom);
6. Annual review of Neighbourhood Plan implementation progress with relevant neighbourhood association executive where plan exists.
7. Neighbourhood Association informational webpage on City website (provides neighbourhood associations contact list and boundary map, as well as Nanaimo Neighbourhood Network mandate and contact person).
8. Official Community Plan amendment and rezoning development related reports going to Council and Committees include a section on community input received.
9. Development permits are referred to neighbourhood associations for information.
10. Developers requiring a rezoning or OCP amendment are encouraged to establish early contact with a relevant neighbourhood association (where active) for awareness and to open a dialogue (ideally at pre-application stage).
11. Project/Event based funding support through existing programs such as Social Planning and Culture/Heritage Grants.

B. Additional Supports Identified in Community Engagement Task Force Final Report (2019) and More Recent Input of Neighbourhood Associations:

Administrative:

1. Ensure that a standard communication and engagement process is applied consistently by the City to all active neighbourhood associations.
2. Ensure adequate time is given to neighbourhood associations to respond to rezoning and Official Community Plan amendment application referrals.

3. When development referral response received from a neighbourhood association confirm in writing that the response has been received.
4. Expand Neighbourhood Association web page on City website to be a more comprehensive communications portal.

Engagement:

5. Hold an annual Neighbourhood Issues/Solutions Workshop with Council
6. Ensure that any rezoning or OCP amendment application submitted to the City includes a summary of community engagement undertaken by the developer.
7. For information purposes, include neighbourhood associations in stakeholder management plans for City capital projects within their boundaries.

Educational:

8. Provide annual “Planning and Development 101 Session” to Nanaimo Neighbourhood Network, or individual Neighbourhood Associations upon request. Also, create a Development Tool Kit for citizens that provides a user friendly understanding of the City’s development approval process.
9. Create a how-to kit on how to start up and maintain a neighbourhood association.

Funding:

10. Create a dedicated Neighbourhood Grants Program to provide grants for neighbourhood associations (or directed through the Nanaimo Neighbourhood Network) to offset costs for operational needs such as liability insurance, printing, Zoom platform, organizational software, website development, community events – set annual program budget at \$10,000.