

DATE OF MEETING April 3, 2023
AUTHORED BY CHRIS SHOLBERG, COMMUNITY/HERITAGE PLANNER
SUBJECT **NEIGHBOURHOOD ASSOCIATION ANNUAL ENGAGEMENT EVENT**

OVERVIEW

Purpose of Report

To outline a proposed neighbourhood association annual engagement event for Council's consideration in accordance with the Neighbourhood Association Supports Policy and City Plan.

Recommendation

That Council direct Staff to proceed with organizing the proposed neighbourhood association annual engagement event on 2023-APR-26.

BACKGROUND

City Plan encourages engagement with neighbourhood associations, and specifically Council hosting an annual engagement opportunity to hear the collective priorities of neighbourhoods and to share updates on City of Nanaimo initiatives. Adopted by Council on 2022-APR-25, the City's Neighbourhood Associations Supports Policy also notes that Council will host an annual engagement opportunity with recognized neighbourhood associations (Attachment A).

This neighbourhood engagement opportunity will build on input received from neighbourhood associations over the past two years as part of the City Plan engagement process, which included a comprehensive survey of neighbourhood association issues and priorities, and a detailed review of existing neighbourhood plan actions for incorporation into City Plan's draft Integrated Action Plan document.

Within the draft Integrated Action Plan, a section is devoted to neighbourhood planning which includes key programs and project actions prioritized as ongoing, immediate (0-4 years), and future (beyond 4 years). The purpose of this section is to:

- Focus community investment and support in areas where population increase and development are likely to create the need for these investments and supports;
- Ensure that community investment is spread throughout the city based on identified need on an annual basis; and,
- Ensure that evolving neighbourhood priorities are reflected in the Integrated Action Plan so they may be considered as the City identifies community investment opportunities through its annual and long-term budget processes.

DISCUSSION

To achieve the engagement objectives outlined in City Plan and the Neighbourhood Associations Support Policy, Staff are recommending that an engagement event take place on the evening of 2023-APR-26 from 6:00 p.m. to 9:00 p.m. as outlined in the proposed event agenda (Attachment B). All members of Council are encouraged to attend. Key elements of the event will include the following:

Before Event:

1. Invitations will be extended to each recognized neighbourhood association (Attachment C) that meets and maintains the organizational criteria outlined in the Neighbourhood Association Supports Policy for up to three representatives to attend.
2. Each neighbourhood association invited will be asked to submit their top three priorities prior to the event, which will allow Staff time to prepare accurate information specific to relevant City initiatives.
3. The neighbourhood associations will have a chance to review the draft Integrated Action Plan on the City website prior to the event.

During Event:

4. A brief overview of the draft Integrated Action Plan and key City initiatives related to Infrastructure, Transportation, and Parks, Recreation and Culture will be provided by Staff. This will include an overview of the priorities heard from neighbourhood associations during the City Plan process.
5. A key part of the event will include an opportunity to review each neighbourhood association's top three priorities at five breakout tables (grouped by Neighbourhood District – Attachment D) with individual Councillors and Staff. This will allow neighbourhood associations to confirm their top priorities and identify any we have missed or new priorities. Given time constraints, grouping associations by Planning District is recommended as an efficient way to observe and participate in the discussions at each table.
6. Another key element of the event will be a neighbourhood priorities and solutions roundtable discussion where each of the breakout tables share their top three identified priorities with the larger group, as well as possible solutions for addressing these priorities.

After Event:

7. Staff will summarize the information heard and provide the draft notes to the associations for review and confirmation of accuracy. The finalized summary will then be presented to Council for consideration along with any relevant recommendations from Staff.
8. To ensure broader city representation in future annual engagement events, Staff will continue to support the establishment of new neighbourhood associations. To assist in

this regard, guidelines for establishing new associations have been added to the Neighbourhood Association page on the City website. |

OPTIONS

1. That Council direct Staff to proceed with the proposed neighbourhood association annual engagement event on 2023-APR-26.
 - The advantages of this option: The proposed engagement event will address the annual engagement opportunity actions identified in both City Plan and the Neighbourhood Association Supports Policy.
 - The disadvantages of this option: None identified.
 - Financial Implications: This event can be held using existing City resources and administrative budgets.

2. That Council direct Staff to proceed with the proposed neighbourhood association annual engagement event on 2023-APR-26 but utilize an alternate engagement approach, which focuses on direct roundtable discussion with the neighbourhood associations in attendance (agenda in Attachment E).
 - The advantages of this option: The proposed engagement event will address the annual engagement opportunity actions identified in both City Plan and the Neighbourhood Association Supports Policy.
 - The disadvantages of this option: None identified.
 - Financial Implications: This event can be held using existing City resources and administrative budgets.

3. That Council provide alternative direction. |

SUMMARY POINTS

- City Plan encourages engagement with neighbourhood associations, and specifically Council hosting an annual engagement opportunity to hear the collective concerns and priorities of neighbourhoods and to share updates on City initiatives.
- Adopted by Council on 2022-APR-25, the City's Neighbourhood Associations Supports Policy also notes that Council will host an annual engagement opportunity with recognized neighbourhood associations.
- In order to achieve the engagement objective outlined in City Plan and the Neighbourhood Associations Support Policy, Staff are recommending that the event take place on the evening of 2023-APR-26 from 6:00 p.m. to 9:00 p.m.
- The results of the engagement event will be summarized, reviewed by the neighbourhood associations, and presented to Council along with any relevant recommendations from Staff.

ATTACHMENTS:

- Attachment A: Neighbourhood Association Supports Policy
- Attachment B: Neighbourhood Association Annual Engagement Event Draft Agenda
- Attachment C: Neighbourhood Association Recognition Status Map
- Attachment D: Map of Five Neighbourhood Districts
- Attachment E: Neighbourhood Association Annual Engagement Event Draft Agenda (Option 2)

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