

THE CORPORATION OF THE CITY OF NORTH VANCOUVER
Regular meeting of the Social Planning Advisory Committee
Held in City Hall, Conference Room 'A'
On Wednesday, January 25, 2012 at 7:00pm

MINUTES

PRESENT:

Antje Wilson, Chair
Alison Caldwell Johnson, Vice-Chair
Tomoko Ito
Kenneth Izatt
Jessica Aldred

New Members as Guests:

Chris Nichols
Nadia Louzado

Rod Clark, Councillor

ABSENT

Alison Watt
Mary Tasi

STAFF:

Cheryl Kathler, Community Planner
Edytha Barker, Committee Clerk

9 members – quorum = 5

1 Councillor (non-voting) 2 staff (non-voting)

1. WELCOME TO NEW COUNCILLOR AND MEMBERS

The Chair welcomed Councillor Clark to SPAC as well as the new members in attendance, C. Nichols and N. Louzado.

2. APPROVAL OF AGENDA

The agenda was adopted with the addition of "SPAC 2011 Annual Report and 2012 Work Plan" added under Section 5.

3. APPROVAL OF MINUTES

The Minutes of the meeting of November 23, 2011 were adopted as circulated.

4. UPDATES

a) **COUNCILLOR'S UPDATE**

Councillor Clark advised that he is pleased to be part of SPAC. He highlighted some items from the recent Council agenda such as the North Shore Living Wage (link to staff report and Council resolution included in meeting agenda), and some potential housing strategies noted in the Critical Issues Discussion report (link included in meeting agenda).

b) **STAFF UPDATE**

C. Kathler gave a brief update on the Kimpton building. The finishing touches are being done on the outside but there is still much work to be done inside. There are going to be six affordable rental units. The City will be putting out a Request for Proposal to non-profit groups. The chosen

Property Manager will set the rents for these six units according to guidelines set out by the City.

5. DISCUSSION ITEMS

a) SPAC 2011 Annual Report & 2012 Work Plan

A. Wilson advised that this is a report the Chair writes once a year to update Council. She has starting working on a draft and requested that SPAC members start to think about what they would like the committee to accomplish in the coming year. SPAC will discuss this as an agenda item at the February meeting. A draft of this report will be emailed to all members before the February meeting.

b) Community Grant Process

C. Kathler spoke about the Community Grant applications that SPAC will be reviewing in the coming months. She mentioned that this is a large part of what SPAC does. The deadline for applications to be to CNV is January 31. At the February SPAC meeting, the applications will be divided into groups for review.

Cheryl went over the Guidelines for SPAC members for reviewing the applications. There is an application review form that will accompany each application and it is important that this form be filled out with as much information as possible. She stressed that it is very important to fill out the comments *as per the evaluation criteria*. There were some ideas discussed for revisions to the form to make this easier. Staff will make these revisions before the review process begins. It was also suggested that the "SPAC Checklist for Reading Financial Statements" be copied onto the back of the review form and staff will incorporate this as well.

The question was raised as to the groups within SPAC that will be reviewing the applications. C. Kathler advised that staff members will meet to divide SPAC into group and will assign applications. Care will be taken to not assign the same agency's applications to the same people as previous years and also to form groups consisting of both new and old members.

J. Aldred questioned whether the North Shore Women's Centre had received their Core Funding as yet. C. Kathler and Coun. Clark explained the City's budget process and that the allocation of funds for the core funding will be coming out of the City's upcoming 2012 budget.

c) CityShaping Update

C. Kathler presented a Powerpoint slide show on Stage 2 of the CityShaping process – Critical Issues & Community Engagement. This slideshow was presented to Council at the January 16 Council meeting. Cheryl recommended everyone read the Critical Issues discussion paper which is available on CNV's website and was also linked to the SPAC agenda. SPAC some questions regarding Natural Capital and the Metro Vancouver Growth Strategy. Staff will clarify and email to SPAC members.

Stage 2 will be a very targeted and deep process. The kick-off event will be held February 16, 2012 at the Pinnacle Hotel. After that, 2 large community workshops are planned. There is a workbook being prepared which will be available for download from the City's website or by contacting City staff.

Regarding questions on density, C. Nichols suggested SPAC visit www.skyscraper.com.

d) **E-agenda**

SPAC members received the January meeting agenda by email with links attached. Staff asked if SPAC wish to continue receiving agendas and information electronically.

SPAC members were in agreement that agenda packages be sent electronically wherever possible. A question was raised regarding the Community Grant Review form and whether it could be made into a fillable PDF. E. Barker will work on this.

e) **Election of Chair/Vice-Chair**

Staff reminded SPAC that every year in February SPAC elects the Chair and Vice-Chair. Therefore, this will be occurring at next month's meeting. The floor is open for nominations.

6. **INFORMATION ITEMS**

a) **Volunteer Appreciation Reception**

A reminder that the Volunteer Appreciation Reception is coming up on Thursday, May 3 and will be held at the Pinnacle Hotel. Staff will send out more information closer to the date.

b) **Eli Mina Workshops**

A reminder that the City is sponsoring a two evening workshop on **Meetings and Rules of Order** led by Registered Parliamentarian, Mr. Eli Mina. These workshops are extremely insightful into the successful flow of a meeting and SPAC members are highly recommended to attend. E. Barker will email registration and content information for these workshops.

c) **2012 SPAC Meeting Schedule**

The meeting schedule was attached to the agenda package. C. Kathler pointed out that SPAC meetings are held on the 4th Wednesday of each month (not always the last Wednesday of the month).

7. **INFORMATION REPORTS**

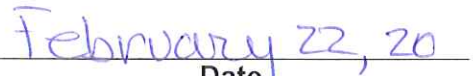
Several Council and Information Reports were referenced on the SPAC agenda. E. Barker will email the links to SPAC members again.

8. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:40 p.m.

9. DATE OF NEXT MEETING – February 22, 2012


Chair


Date