

ATTACHMENT 1

MINUTES of a meeting of the **HEART OF OUR CITY COMMITTEE**, held on Wednesday, May 19th, 2021, at 3:30 p.m., Zoom Conference Call with the following in attendance:

- MEMBERS:** Lorien Johansen, Lethbridge Historical Society (LHS) (Chair)
Jackie Stambene, Tourism Lethbridge (Vice Chair)
Sheri Kain, Downtown BRZ
Tara Gillanders, Allied Arts Council
Penny Warris, Citizen-at-large
Erin Crane, Economic Development Lethbridge (EDL)
Jordon Head, Citizen-at-large
Kevin Brees, Citizen-at-large
Ken Harvie, Development Industry
Jackie French, Southern AB Ethnic Association
Melissa Wiebe, Citizen-at-large
- OTHERS:** Andrew Malcolm, Urban Revitalization Manager
Cidnee Lorenz, Recorder
Dominika Wojcik Lethbridge Chamber of Commerce (Not yet Council Ratified)
- REGRETS:** Suketu Shah, Citizen-at-large
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CALL TO ORDER:

The meeting was called to order at 3:34 p.m.

1. ACKNOWLEDGE STATEMENT:

“The City of Lethbridge acknowledges that we are gathered on the lands of the Blackfoot people of the Canadian Plains and pays respect to the Blackfoot people, past, present and future while recognizing and respecting their cultural heritage, beliefs and relationship to the land. The City of Lethbridge is also home to the Metis Nation of Alberta, Region III.”

2. ADOPTION OF MINUTES:

E. Crane moved that the minutes of the April 14th, 2021 Heart of Our City Committee meeting be approved as presented.

CARRIED

3. ADOPTION OF AGENDA:

J. French moved that the agenda be approved with the following amendments:

- Update the meeting date to May 19th, 2021.
- Update 6. e) to “HOC/BRZ Joint Meeting – May 14th, 2021”.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES:

- All documents were distributed to the committee with the May agenda package.
- The Simply Delivery discussion did not take place due to the changes with the BRZ Executive Director.

5. **IN CAMERA** – Nothing to note

6. **AGENDA ITEMS:**

a) Lethbridge Police Service Update:

- A. Malcolm will circulate the LPS Report.
- The committee asks that A. Malcolm look into the outcome of the report that LPS had submitted to the Province.
- Administration is working on a temporary washroom strategy where portable washrooms would be placed in different locations around the entire urban core, specifically targeted for the vulnerable population.
- Galt Gardens will continue to be a challenge especially without structured activity in the form of events. In addition, many service providers such as Streets Alive have faced the same COVID restrictions as the rest of the community. Administration continues to work closely with The Watch, security, DOT and LPS to increase patrols.
- University students are currently working on a project to re-envision the landscape of the southwest corner in Galt Gardens.
- Farmers Market - Discussion took place on having the Farmer's Market in Galt Garden's which would allow for more physical distancing and room for vendors. S. Kain will bring this forward to the BRZ Board tomorrow evening and this item will also be added to the joint BRZ/HOC meeting agenda.

-S. Kain joined the meeting at 3:49 p.m.-

b) Downtown BRZ Executive Director Update/Membership:

- Tulene Steiestol is no longer with the BRZ and Melissa Johnson will be filling the Executive Director position on an interim basis.
 - The Celebrate Downtown Event has not been addressed and will be added to the joint BRZ/HOC meeting agenda.
- Erin has submitted her letter of resignation and Mike Prociw has been recommended as the new EDL representative on the HOC. The committee thanked Erin for her many years serving on the committee.

c) Governance Review Implementation Update:

- HOC Terms of Reference – Reviewed and approved by City Council.
- Combining of Real Estate and Land and Downtown/Urban Revitalization portfolio is well underway under a new City department called "Opportunity Lethbridge".
- Review BIA Bylaw:
 - City Clerk's office, City Solicitor, A. Malcom and BRZ Board members will be meeting again next week with the intent to draft a BIA Bylaw.
 - Once the Bylaw is complete, administration will be in the position to support BRZ in developing a more robust policy and procedure to help guide their organization.
 - The intent is to create a simple BIA Bylaw which can then be used as a template for any new BIA.
- Strategic Plan/Work Plan - This project has been delayed due to the recent changes at the BRZ. A. Malcolm will be meeting with M. Johnson next week to get the project back up and running.
- Support for Extended Areas (Warehouse/13th Street N.):
 - Warehouse District - L. Johansen, K. Harvie, E. Crane and A. Malcolm attended a meeting with the Warehouse District and there is a good group of new businesses that are interested in continuing to push for a BIA.
 - 13th Street N – L. Johansen will reach out to the owner of Jonny Bean to let him know that the HOC would be happy to support him and other business owners who are interested in creating a BIA.
- Committee Membership:
 - Discussion took place on different options for committee membership moving forward and points of discussion were as follows:

- Consider replacing Citizen-at-large positions (when their term ends) with a Warehouse District and 13th Street N representative.
 - Shift or define the wording for the Citizen-at-large positions so there is a better understanding of their role.
 - Use the BRZ/BIA to facilitate and reach out to stakeholders.
 - Add two (2) seats and leave structure as is.
 - Focus in on the Governance Review.
 - Engage with the entire community and host a semi-annual community discussion.
- A. Malcolm will arrange a meeting with K. Brees, K. Harvie, L. Johansen and J. Stambene to draft three (3) options which will be presented to the committee next month for a final decision.

-J. Head joined the meeting at 4:26 p.m.-

- d) Activity Grant/Re-Imagine Activity Grant:
 - A. Malcolm, P. Warris, L. Johansen and E. Crane have met several times and have drafted a “Re-Imagined Activity Grant” which was attached for committee review. Points of interest were as follows:
 - One main focus was on the HOC Master Plan and the Personas Project.

-M. Wiebe left meeting at 4:42 p.m.-

- The programs aim is to support businesses, entrepreneurs, organizations and community minded individuals in implementing initiatives, events and programs that seek to activate underutilized and under programmed private public spaces and spaces.
 - A. Malcolm will reach out to D. Wojcik with regards to attending a Virtual Town Hall with the Lethbridge Chamber.
 - The first intake will be postponed to June 25th and A. Malcolm will work with Communications to do the launch.
 - The committee is encouraged to help people put forward applications.
- e) HOC/BRZ Joint Meeting – May 21st:
 - The joint meeting will take place this Friday from 8:00-10:00 a.m.

7. ROUNDTABLE:

- Urban Revitalization Manager (A. Malcolm):
 - Urban Revitalization Manager Updates will become a standing agenda item beginning in June.
 - The CIP deliberations took place last week and a number of downtown related projects were being deliberated.
 - Application for the Pickle Ball Court in Galt Gardens was not supported.
 - The SAAG expansion, Urban Core Public Realm improvement, 5th Street preliminary design work, Civic Common comprehensive site plan for a future Performing Arts Centre and Warehouse District Area Redevelopment Plan were all supported.
 - A final decision should be made in two (2) weeks.

-K. Brees left the meeting at 5:10 p.m.-

- City Council has approved an additional two (2) millions dollars for the Urban Core Incentive Programs.
- A two (2) year pilot program for e-scooters was approved.
- The Community Wellness Strategy Phase 2 roll-out will begin tonight.

- The Transportation Department is looking for a HOC representative to take part in the Transportation Master Plan. L. Johansen will attend the first meeting and let S. Kain know what the expectations are prior to her committing.
- The construction bid for Festival Square just closed and both bids came in over budget.
- Southern AB Ethnic Association (J. French):
 - The Taste of Ukraine To-Go is on May 28th.
 - The Virtual Asian Heritage Festival will take place via zoom on May 22nd.
- Lethbridge Chamber (D. Wojcik):
 - An information session for the new Rapid Testing Initiative between the Chamber and Provincial Government will take place tomorrow and registration information can be found on the Chamber site.
 - All upcoming event information can be found on the Chamber site.
- Economic Development Lethbridge (E. Crane):
 - The Chamber networking event in virtual reality will take place on May 27th.
- Development Industry (K. Harvey):
 - There are a lot of exciting things happening in the urban core including warehouse building improvements, the new medical clinic downtown and 102 Scenic starting construction.
 - The Salvation Army building is available for lease.
- Tourism Lethbridge (J. Stambene):
 - Food Truck Friday will start on May 28th.
 - An antique pop-up will take place on June 5th.
 - The online auction begins June 1st and Jackie will circulate this to the committee.

ACTION:	<p>A. MALCOLM:</p> <ul style="list-style-type: none"> ● Circulate the LPS Report. ● Look into the report that LPS had submitted to the Province. ● Add Farmers Market and Celebrate Downtown to the joint meeting agenda. ● Committee Membership - Arrange a meeting with K. Brees, K. Harvie, L. Johansen and J. Stambene and draft three (3) options for June's meeting. ● Re-Imagined Activity Grant - Reach out to D. Wojcik with regards to attending a Virtual Town Hall. <p>COMMITTEE:</p> <ul style="list-style-type: none"> ● S. Kain – Discuss Farmers Market location change to Galt Gardens with the BRZ Board. ● L. Johansen – Reach out to owner of Jonny Beans regarding 13th Street N BIA and let S. Kain know of the time commitment with regards to the Transportation Master Plan.
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8. NEXT MEETING:

The next regular meeting will be held Wednesday, June 9th, 2021

9. ADJOURNMENT:

Meeting adjourned at 5:28 p.m.

Update for the Heart of Our City – May 19th, 2021

Here is an update to what is happening with the Downtown, from a policing perspective. Over the last month 27 Criminal Code charges were laid. The Downtown Policing Unit and the Community Peace Officers attended 468 occurrences in the Downtown, last month. With the warmer weather we have seen an increase in loitering, drug activity and thefts. We have been addressing these issues with an increased police presence which includes vehicle, bike and foot patrol. In addition, each Police Officer with the Downtown Policing Unit and the Community Peace Officers have all been assigned an area within our beat, which each officer is expected to develop relationships with those businesses and citizens within their assigned areas and are to report monthly any ongoings, negative activity or positive activities that are going on in their area, while still be responsible for the entire beat. With their assigned areas, it gives the Officers more of a vested interest and ownership within their assigned area. If you see an Officer in your area feel free to engage with them and if you have some concerns or great ideas of how to make the area safer and drive down crime, we would love to hear those concerns and ideas.

In the previous 3 weeks, we have had three more CPOs join our team, after being field trained, CPO Singh, CPO Smith and CPO Striegel. In a very short time we will have 2 more CPOs join our team as well. The new CPOs are our 1st experienced CPOs (CPOs that have joined Lethbridge Police Service from other agencies) and they are currently in training. As they are experienced CPOs, their in house training will be shorter and as such we will be able to deploy them to the street/patrols faster. Currently, we are comprised of 7 CPOs (and 9 when our experienced officers hit the street). As for the Downtown Policing Unit it is comprised of 6 Constables, 5 on patrols and 1 working the front counter.

That's it for the DPU and CPO update, however if you have concerns or any questions please feel free to contact me anytime.

Sgt. Mike Williamson