

## ATTACHMENT 1

**MINUTES** of a meeting of the **HEART OF OUR CITY COMMITTEE**, held on Wednesday, January 10, 2018, at 4:00 p.m., City Hall Culver Room with the following in attendance:

**CHAIR:** Mark Campbell, Councillor (Chaired to “Election of New HOC Chair”)  
Dawn Leite, Allied Arts Council (Chaired from “Strategic Directions”)

**MEMBERS:** Edgardo Reserva, Southern AB Ethnic Association (SAEA)  
Jane Edmundson, Citizen-at-large  
Melissa Wiebe, Citizen-at-large  
Clara Piedalue, Citizen-at-large  
Karla Pynch, Chamber of Commerce  
Lorien Schuld, Lethbridge Historical Society  
Rosie Digout, Citizen-at-large  
David Foster, Downtown BRZ

**OTHERS:** George Kuhl, Planning Initiatives Manager  
Jeff Greene, Director of Planning & Development  
Cidnee Lorenz, Recorder  
Sergeant Robin Klassen, Lethbridge Police Service

**REGRETS:** Audrey Gartner, Citizen-at-large  
Erin Crane, Economic Development Lethbridge (EDL)

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### CALL TO ORDER:

The meeting was called to order at 4:00 p.m.

### 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.”

### ADOPTION OF AGENDA:

D. Leite moved that the agenda be approved.

**CARRIED**

### ADOPTION OF MINUTES:

E. Reserva moved that the minutes of December 13<sup>th</sup>, 2017 be approved.

**CARRIED**

### PRESENTATIONS AND DELEGATIONS:

- Lethbridge Police Service Report (R. Klassen):
  - There are three (3) new constables in the unit which are currently being trained. Shifts have been adjusted to provide more thorough day coverage.
  - Police and Crisis Team (PACT) is up and running and there has been some good successes already.
  - There is a new police van in the downtown.
  - The Best Bar None awards took place and were a success. The Alberta Gaming and Liquor Commission (AGLC) is looking for someone to manage the program.

- Sergeant Klassen has a meeting next week with regards to the shelter.

#### **BUSINESS ARISING FROM THE MINUTES:**

- Pridefest Activity Grant:
  - Since the Pridefest received a large community grant and are no longer eligible for the Activity Grant, funds of \$5,000 will be used to top up other selected recipients.
- Diversion Outreach Team (DOT) Report Clarification:
  - December's report was reformatted and handed out for committee review.
  - DOT will present at the February meeting.
- 6<sup>th</sup> Street Line Painting:
  - As per the committee's request, the Transportation Department will do a base line survey of current street capacity and another one six (6) months following the installation of the new parking technology.
- Celebrate Downtown 2018 – Mayor Spearman Column:
  - G. Kuhl is in the process of putting together additional information for Mayor Spearman.

#### **OPERATIONAL:**

- Election of New HOC Chair:
  - D. Leite let her name stand for the new Chair of Heart of Our City Committee.
  - D. Leite was elected as the Chair of the Heart of Our City Committee for 2018.

#### **STRATEGIC DIRECTIONS:**

##### **Celebrate Downtown 2018 Update:**

- The Sub Committee found out today that Clarity Law will be sponsoring the event. Other sponsors include Lethbridge Chamber of Commerce, the KFC Group (Park Place Mall) and Larkspur Business Brokers. As well as in-kind sponsors CJOC, The River and Clear Sky Radio.
- The media launch date has changed to January 23<sup>rd</sup>, 10:30 am at Casa; HOC members are encouraged to attend.
- Survey Monkey has been used for the online nominations form this year.

#### **WHAT'S HAPPENING:**

##### **Chamber of Commerce (K. Pyrch):**

- State of Our City Breakfast will take place January 16<sup>th</sup>.
- Provincial Pre-Budget Consultations will take place February 2<sup>nd</sup> and registration can be made by phone.
- Downtown safety continues to come up in the Chamber's membership survey.
  - A presentation and/or information session will be arranged for February or March, one for the businesses and one for the public.
    - Include Arches, Lethbridge Police, Diversion Outreach Team, Community Services, G. Kuhl and the BRZ.
    - G. Kuhl will set up a meeting with R. Klassen, K. Pyrch and T. Stilson to determine date of session and topics to be covered.

##### **Citizen-at-large (J. Edmundson):**

- Library renovations are nearing completion within the next couple of months.
- The Galt Museum has a new exhibit for collectors which opens January 28<sup>th</sup>.

##### **Citizen-at-large (C. Piedalue):**

- The Crossroads Healing Centre which is a nonprofit organization located in the downtown.
- Java the Hut coffee shop just opened in the downtown.
- Clara asks that the committee keep her in mind for public speaking opportunities as she would like to develop her portfolio.

Lethbridge Historical Society (L. Schuld):

- The Galt Mine No. 6 project is underway in the Hardieville area.

Downtown BRZ (D. Foster):

- Winter Ambassador Program went well for 2017 and will need to be reconfigured for 2018 as the new parking meter technology will be installed by then.
- Survey for BRZ members is underway, please direct downtown businesses to the site.
- Melissa Johnson is now managing the Clean Sweep Program.
- The DBRZ AGM is in March and they have asked Arches to present at the meeting.

G. Kuhl:

- HOCHIP:
  - Good feedback has been received from several of the HOCHIP recipients.
  - A development approval is getting closer for the units in the Oliver Building.
- The Civic Precinct Master Plan kickoff meeting takes place tomorrow.
- The 3<sup>rd</sup> Avenue reconstruction project is at thirty percent (30%) detailed design stage.
- MP Rachel Harder will be touring sites in the downtown next week and is interested in adaptive reuse.

Southern AB Ethnic Association (E. Reserva):

- Building Cultural Bridges will take place every Monday starting January 15<sup>th</sup>.
- Tickets are available for the International Dinner & Dance which takes place March 3<sup>rd</sup>.

Citizen-at-large (M. Wiebe):

- Two (2) showings for the new media film series will take place January 18<sup>th</sup> and 24<sup>th</sup> at the library.
- The Faculty of Fine Arts is hosting their annual scholarship event on January 27<sup>th</sup> at the Galt Museum.

Allied Arts Council (D. Leite):

- 60 Years Young, Launch of the AAC Endowment Fund takes place February 10<sup>th</sup> at Casa.

J. Greene:

- There are several items taking place downtown from a construction and parking perspective. These include the Parking Meter Replacement in the spring, 3<sup>rd</sup> Avenue Construction Project, commencement of the Park n Ride, 4<sup>th</sup> Avenue (all of downtown) improvement is currently being scoped.
  - Construction timelines should possibly be posted on the City website; add to next agenda for discussion.
- Suites at 601 and the atrium site have been purchased from Stone Harbour.

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| <b>ACTION:</b> | <b>G. KUHL:</b> <ul style="list-style-type: none"><li>• Set up a meeting with R. Klassen, K. Pynch and T. Stilson to determine date of session and topics to be covered for downtown safety information session.</li><li>• Add construction timelines website discussion to next agenda.</li></ul> |
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**NEXT MEETING:**

The next regular meeting will be held Wednesday, February 14<sup>th</sup>, 2018 from 4:00 – 6:00 p.m. in the Culver Room.

**ADJOURNMENT:**

Meeting adjourned at 5:25 p.m.

## ATTACHMENT 1

**MINUTES** of a meeting of the **HEART OF OUR CITY COMMITTEE**, held on Wednesday, February 14, 2018, at 4:00 p.m., City Hall Culver Room with the following in attendance:

**CHAIR:** Dawn Leite, Allied Arts Council

**MEMBERS:** Mark Campbell, Councillor  
Edgardo Reserva, Southern AB Ethnic Association (SAEA)  
Jane Edmundson, Citizen-at-large  
Melissa Wiebe, Citizen-at-large  
Clara Piedalue, Citizen-at-large  
Karla Pynch, Chamber of Commerce  
Rosie Digout, Citizen-at-large  
Audrey Gartner, Citizen-at-large

**OTHERS:** George Kuhl, Planning Initiatives Manager  
Jeff Greene, Director of Planning & Development  
Cidnee Lorenz, Recorder  
Gerald Gauthier, Communications Consultant  
Sergeant Robin Klassen, Lethbridge Police Service  
Chief Robert Davis, Lethbridge Police Service  
Deb Chenery, Canadian Mental Health Association – Diversion Outreach Team (DOT)  
Wade King, Diversion Outreach Team (DOT)  
Alex Scott, Canadian Mental Health HomeBASE

**REGRETS:** Erin Crane, Economic Development Lethbridge (EDL)  
Lorien Schuld, Lethbridge Historical Society  
David Foster, Downtown BRZ

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### CALL TO ORDER:

The meeting was called to order at 4:01 p.m.

### 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.”

### ADOPTION OF AGENDA:

J. Edmundson moved that the agenda be approved with the following changes:

- 4. Delegations & Presentations – Switch b. and c.

**CARRIED**

### ADOPTION OF MINUTES:

R. Digout moved that the minutes of January 10<sup>th</sup>, 2018 be approved.

**CARRIED**

### PRESENTATIONS AND DELEGATIONS:

- Canadian Mental Health Association – Diversion Outreach Team (DOT) Update (D. Chenery):

- DOT provided the Committee with program information and updates. Points of interest were as follows:
  - There has been a change over the last two (2) years from alcohol abuse to more substance abuse.
  - Hours of operation are 9:00 am to 9:00 pm. and are based on research done in other Communities.
  - CMHA and DOT feel that the Supervised Consumption Site will be a huge benefit to the Community.
  - An ongoing challenge that DOT faces, is the lack of transport from Lethbridge to the Reserve and/or treatment centre in Fort MacLeod.
    - A second vehicle and a response team on the Reserve would be required.
- Lethbridge Police Service Report (R. Klassen):
  - The police have cracked down on a couple of drug dealers in the downtown. Search warrants were done and drugs and stolen property ceased.
  - The Police and Crisis Team are working diligently with specific individuals and have had success working with other agencies.
  - The library continues to be monitored regularly by the police and hopefully improvements will be seen as renovations are completed.
  - Project Connect, Bringing Home Lethbridge will take place March 17<sup>th</sup> at Fritz Sick.
- Lethbridge Police Service Presentation (Chief R. Davis):
  - Although the Lethbridge Police Service is not driving this potential new initiative, Chief Davis attended the meeting to present the *concept* of an Ambassador Program which would be similar to Winnipeg's Watch Program. Points of interest were as follows:
    - Ten (10) years ago, in response to Winnipeg's decaying downtown and very high crime rate, Downtown Winnipeg BIZ implemented the Watch Ambassador Program.
    - Winnipeg's BIZ is similar to our Downtown BRZ and manages the Watch Ambassadors.
    - There are forty (40) full time employees and two hundred and fifty (250) volunteers.
      - Winnipeg is similar to Lethbridge in that they have post-secondary institutions with students looking to get into policing and/or social work. Watch Ambassadors provide a huge opportunity for students to get experience and volunteer hours at an entry level.
    - The Safe Walk Program can be contacted to escort people to and from cars.
    - There is a high presence of the ambassadors during specific times of the year.
    - The ambassadors are highly visible and are the eyes and ears for the police. They are not armed and are trained in de-escalation techniques, communication and are also trained in things relevant to the BIZ.
    - There is a layered approach which include the Cadet Program (trained police officers with limited duties), the Bear Clan Patrol and the Watch Ambassadors.
  - Discussion took place on the possibility of implementing a similar program in Lethbridge and points of discussion were as follows:
    - Current summer and winter ambassador programs and security contracts could be combined and modified to eventually implement a new ambassador program in Lethbridge.
    - The new initiative should build on the triage approach that is used now; Galt Garden security, DOT and the Downtown Police Unit.
    - Discussion will need to take place on who will "own" this initiative. HOC with BRZ? Community Services? Lethbridge Police Service?
    - Although partial funding may be available through Community Services and BRZ, there is also a community value.
  - Next Steps:
    - J. Greene will arrange a meeting with the appropriate people from HOC, BRZ, LPS and Community Services to discuss the new initiative which should then be presented to the Senior Management Team.
    - Add further discussion on new initiative to March's agenda.

## **BUSINESS ARISING FROM THE MINUTES:**

- Downtown Safety Information Session (March 14):
  - Myth busting should be incorporated.
  - Maps will be on display at the session. Police can point out areas in which changes such as fencing have been made.
  - Representatives from DOT, Lethbridge Police Service, ARCHES, CMARD, Clean Sweep and Galt Garden Security will be in attendance. As well, people from the Library, Casa and SAAG will attend the meeting.
    - Add paramedic and EMS.
- Downtown Development Information Session (March 7):
  - An outline of the public and private sector initiatives that are under way or will be in the next couple of years will be presented. Expected pressures on existing and upcoming parking will be discussed and management strategies for dealing with pressures will also be presented.
  - Galt Garden Master Plan and 3<sup>rd</sup> Avenue Plan – bring plans to the session.
- Parking Kiosks:
  - A display model is currently in both the City Hall and BRZ office for people to test out.
  - Once the parking kiosks have been installed, a phone app will be implemented as well.
- 6<sup>th</sup> Street Line Painting:
  - In response to the committee's previous request, the Transportation Department provided the following information:
    - There are currently sixty (60) parking spaces on 6<sup>th</sup> Street South between 3<sup>rd</sup> Avenue and 4<sup>th</sup> Avenue, excluding Festival Square which has fifteen (15) spots.
    - A review of how many cars are parking in this area will be done again six (6) months from now once the new parking kiosks are in place.

## **OPERATIONAL:**

- 2017 Annual Report:
  - The Heart of Our City Annual Report will be presented to Council on February 26<sup>th</sup> and the HOC committee members are encouraged to attend; C. Lorenz will send out a calendar invite.
  - The slide show is attached for committee review.
- Celebrate Downtown Update:
  - The sub-committee asks that the group comment and/or share anything they see on social media with regards to Celebrate Downtown.
  - Postcards have been distributed and twenty eight (28) nominations have been received to date.
- UDI Vacant HOC Position:
  - Revise from "UDI" to a building/development industry representative.
  - Terms of Reference will be edited and brought to the committee for review at the next meeting.
- Supervised Consumption Site Tour:
  - The HOC has been invited to attend a tour of the site on February 27<sup>th</sup> from 9:30-10:30 a.m.; C. Lorenz will send out a meeting invite to the committee.

## **STRATEGIC DIRECTIONS:**

- Downtown Development Authority:
  - An initial discussion will be had at the March meeting and discussed further at the May meeting.

## **WHAT'S HAPPENING:**

Chamber of Commerce (K. Pyrch):

- Unionization Legislation event takes place March 13<sup>th</sup>.
- See Chamber website for other upcoming events.

Citizen-at-large (J. Edmundson):

- The screening of “The Better Man” will be playing on Friday at Casa.

Citizen-at-large (R. Digout):

- The 2018 International Peace Powwow will take place at the ENMAX Centre on February 24-25<sup>th</sup>.
- The Lethbridge Family Services is having their February Fun Month Fundraiser and have partnered with some downtown businesses and Gas King.

G. Kuhl:

- Celebration of Partnerships and Collaboration takes place February 26<sup>th</sup> at the Canadian Western Bank Lounge at the ENMAX.

Allied Arts Council (D. Leite):

- Family Fun Day at Casa takes place on Monday, February 19<sup>th</sup>.

Southern AB Ethnic Association (E. Reserva):

- The Masquerade Gala Fundraiser will take place on March 3<sup>rd</sup>.

Citizen-at-large (M. Wiebe):

- The Family Day event will take place at the U of L on February 19<sup>th</sup>.

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| <b>ACTION:</b> | <p><b>G. KUHL:</b></p> <ul style="list-style-type: none"> <li>• Ambassador Program - Add further discussion on new initiative to March’s agenda.</li> <li>• Downtown Development Information Session (March 7) – Bring the Galt Garden Master Plan and 3<sup>rd</sup> Avenue Plan to the session.</li> <li>• Downtown Safety Information Session (March 14):             <ul style="list-style-type: none"> <li>○ Myth busting should be incorporated.</li> <li>○ Maps should be on display so that the police can point out areas in which changes such as fencing have been made.</li> <li>○ Invite a paramedic and EMS representative.</li> </ul> </li> <li>• UDI Vacant HOC Position – Revise Terms of Reference and bring to the next meeting.</li> <li>• Share other new initiatives being introduced at March meeting.</li> </ul> <p><b>J. GREENE:</b></p> <ul style="list-style-type: none"> <li>• Ambassador Program - Arrange a meeting with the appropriate people from HOC, BRZ, LPS and Community Services to discuss the new initiative which should then be presented to the Senior Management Team.</li> </ul> <p><b>C. LORENZ:</b></p> <ul style="list-style-type: none"> <li>• 2017 Annual Report - Send out a calendar invite.</li> <li>• Supervised Consumption Site Tour - Send out a meeting invite to the committee.</li> </ul> |
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**NEXT MEETING:**

The next regular meeting will be held Wednesday, March 14<sup>th</sup>, 2018 from 4:00 – 6:00 p.m. in the Culver Room.

**ADJOURNMENT:**

Meeting adjourned at 6:17 p.m.

## ATTACHMENT 1

**MINUTES** of a meeting of the **HEART OF OUR CITY COMMITTEE**, held on Wednesday, March 14, 2018, at 4:00 p.m., City Hall Culver Room with the following in attendance:

- CHAIR:** Dawn Leite, Allied Arts Council
- MEMBERS:** Mark Campbell, Councillor  
Jane Edmundson, Citizen-at-large  
Clara Piedalue, Citizen-at-large  
Karla Pyrch, Chamber of Commerce  
Erin Crane, Economic Development Lethbridge (EDL)  
Lorien Schuld, Lethbridge Historical Society  
David Foster, Downtown BRZ
- OTHERS:** George Kuhl, Planning Initiatives Manager  
Jeff Greene, Director of Planning & Development  
Cidnee Lorenz, Recorder  
Sergeant Robin Klassen, Lethbridge Police Service
- REGRETS:** Edgardo Reserva, Southern AB Ethnic Association (SAEA)  
Melissa Wiebe, Citizen-at-large  
Rosie Digout, Citizen-at-large
- 

### CALL TO ORDER:

The meeting was called to order at 4:01 p.m.

### 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.”

### ADOPTION OF AGENDA:

J. Edmundson moved that the agenda be approved with the following addition:

- 6. f. Resignation.

**CARRIED**

### ADOPTION OF MINUTES:

C. Piedalue moved that the minutes of February 14<sup>th</sup>, 2018 be approved.

**CARRIED**

### PRESENTATIONS AND DELEGATIONS:

- Lethbridge Police Service Report (R. Klassen):
  - The Safety Seminar took place today and overall was a success. Points of interest were as follows:
    - Police have seen a reduction in the needle debris and usage at the library since the Supervised Consumption Site has opened.
    - Police would like to have an accepted and positive presence at the Supervised Consumption Site.



- The Police and Crisis Team (PACT) is doing well and there has been overwhelming support from the Police Commission.

#### **BUSINESS ARISING FROM THE MINUTES:**

- Celebration of Partnerships & Collaboration Event:
  - The events main message was around grants and the level of expectation with regards to accountability and preparation.
- Supervised Consumption Site Tour:
  - The committee found the February 27<sup>th</sup> tour very educational and is interested in touring the shelter in the future; G. Kuhl will speak with T. Plated Hair.
- Annual Report Presentation:
  - The March 5<sup>th</sup> presentation went well.
- Potential “Ambassador Program” Update
  - Active discussions are taking place and J. Greene will update the committee as more information becomes available.

#### **OPERATIONAL:**

- Celebrate Downtown 2018 Committee Report:
  - There were sixty four (64) nominations in total and all nominees have been invited to the event.
  - Committee members and anyone else planning to attend the event must register on Eventbrite.
  - The subcommittee is looking for greeters and presenters, please contact C. Piedalue.
  - Recipient Discussion:
    - C. Piedalue moved that the discussion take place In-Camera. **CARRIED**
    - E. Crane moved that the In-Camera discussion be closed. **CARRIED**
    - M. Campbell moved that Heart of Our City Committee accept recipients as presented. **CARRIED**
- Terms of Reference (TOR) Amendments:
  - Change 3.c. from “Residential Development or Construction Industry” to “Development Industry”.
  - J. Edmundson moved that the Terms of Reference be approved as amended. **CARRIED**
- Information Seminars:
  - The seminar has been rescheduled for April 11<sup>th</sup>.
  - Discussions are underway with the Lethbridge Chamber about holding a third information session regarding the cannabis legislation; tentative date is May 1<sup>st</sup>.
- Civic Precinct Master Plan Update:
  - A visioning session with City Council will take place on March 21<sup>st</sup>.
  - The public launch of the plan will take place on April 6<sup>th</sup> and a design charrette will be held for identified stakeholders from April 17-19<sup>th</sup>.
- April Business Meeting:
  - An extra meeting will be held on April 25<sup>th</sup> in Meeting Room 003 (basement) of City Hall.
    - C. Lorenz to send out a meeting invite and confirm room booking.
- Resignation:
  - Audrey Gartner has submitted her resignation, as she will be leaving the city.

#### **STRATEGIC DIRECTIONS:**

- Operating Budget New Initiatives:
  - New initiatives were discussed in general terms.
- Strategic Directions:
  - The St. Clément’s Report was sent out to the committee and is with regards to branding the downtown.

- Discussion tabled to allow the committee to review the report.
- Downtown Development Authorities:
  - The committee is to familiarize themselves with the Downtown Area Redevelopment Plan (DARP).

**WHAT'S HAPPENING:**

J. Greene:

- Hiring process is underway for G. Kuhl's replacement.

G. Kuhl:

- Downtown Safety & Security:
  - The Lethbridge Police Service, Security, Parks Department, Parks and Recreation and ARCHES will be meeting to exchange information on April 5<sup>th</sup>.
- Diversion Outreach Team (DOT) – Report was included for information.

Allied Arts Council (D. Leite):

- The open house for the Yates renovations took place March 12<sup>th</sup> and story boards are in the City Hall foyer.
- The BRZ's AGM is scheduled for March 28<sup>th</sup> at 6:00 p.m. and the committee is encouraged to attend.

Economic Development Lethbridge (E. Crane):

- The first round of branding will be unveiled on March 19<sup>th</sup>, 10:00 a.m. at the Galt Museum.

Chamber of Commerce (K. Pyrch):

- The Opportunity Knocks Job and Career Fair 2018 will take place April 26<sup>th</sup>.
- On May 10<sup>th</sup> the Social Savvy Summit will take place at the Coast Hotel.

Lethbridge Historical Society (L. Schuld):

- The LHS is working on initiatives and strategies to differentiate themselves from the Galt Museum.
- LHS will be doing a half hour program on Adaptive Re-Use on the Shaw TV Access TV Program.

Citizen-at-large (J. Edmundson):

- The Southern Alberta Library Conference was hosted at the Lethbridge Lodge last weekend.
- The Lethbridge Public Library now has an in-house partnership with Community Links.

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| <b>ACTION:</b> | <p><b>G. KUHL:</b></p> <ul style="list-style-type: none"> <li>● Shelter - Speak with T. Plaited Hair regarding possible tour for the committee.</li> <li>● Terms of Reference - Change 3.c. from "Residential Development or Construction Industry" to "Development Industry".</li> </ul> <p><b>C. LORENZ:</b></p> <ul style="list-style-type: none"> <li>● Send out a meeting invite and confirm room for April 25<sup>th</sup>.</li> </ul> <p><b>COMMITTEE:</b></p> <ul style="list-style-type: none"> <li>● Review the St. Clements Report and Downtown Area Redevelopment Plan (DARP).</li> </ul> |
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**NEXT MEETING:**

The next regular meeting will be held Wednesday, April 25<sup>th</sup>, 2018 from 4:00 – 6:00 p.m. in the Meeting Room 003.

**ADJOURNMENT:**

Meeting adjourned at 6:09 p.m.

## ATTACHMENT 1

**MINUTES** of a meeting of the **HEART OF OUR CITY COMMITTEE**, held on Wednesday, April 25, 2018, at 4:00 p.m., Meeting Room 003, City Hall with the following in attendance:

- CHAIR:** Dawn Leite, Allied Arts Council
- MEMBERS:** Mark Campbell, Councillor  
Jane Edmundson, Citizen-at-large  
Clara Piedalue, Citizen-at-large  
Erin Crane, Economic Development Lethbridge (EDL)  
Lorien Johansen Schuld, Lethbridge Historical Society  
David Foster, Downtown BRZ  
Surya Acharya, Southern AB Ethnic Association (SAEA)  
Melissa Wiebe, Citizen-at-large
- OTHERS:** George Kuhl, Planning Initiatives Manager  
Jeff Greene, Director of Planning & Development  
Cidnee Lorenz, Recorder
- REGRETS:** Rosie Digout, Citizen-at-large  
Karla Pynch, Chamber of Commerce
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### CALL TO ORDER:

The meeting was called to order at 4:02 p.m.

### 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.”

### MEMBERSHIP:

- Southern Alberta Ethnic Association (SAEA):
  - E. Reserva’s resignation has been received and Dr. Surya Acharya, President of SAEA will take his place as the transition representative.

### ADOPTION OF AGENDA:

J. Edmundson moved that the agenda be approved.

**CARRIED**

### ADOPTION OF MINUTES:

M. Campbell moved that the minutes of March 14<sup>th</sup>, 2018 be approved.

**CARRIED**

### PRESENTATIONS AND DELEGATIONS:

- Lethbridge Police Service Report (R. Klassen) – Sergeant Klassen sends her regrets.

### BUSINESS ARISING FROM THE MINUTES:

- Shelter – G. Kuhl will speak with T. Plaited Hair regarding a possible tour.
- Information Seminars:
  - Downtown Development Seminar:
    - The turnout for the seminar was good. G. Kuhl will forward the committee a reduced version of the map that was presented.
  - Galt Gardens Security Seminar:
    - Security in Galt Garden’s will commence soon, all stakeholders came together to meet and share applicable information.

**OPERATIONAL:**

- Celebrate Downtown 2018 Committee Report:
  - The event was a success and a small increase in attendance was seen from the previous year.
  - The sub-committee will be meeting to debrief and recommendations will be presented at the next HOC meeting.
    - The committee is invited to attend and/or forward comments and suggestions to C. Piedalue.
- Terms of Reference (TOR) Amendment – HOCC Vacancy:
  - The TOR will go to council on Monday, April 30th.
  - Interviews are complete and the new member will be announced soon.
- Civic Precinct Master Plan – Design Burst:
  - Presentations were made to Council, the steering committee and stakeholders and the display was available in the City Hall foyer all week.
  - Out of the four (4) initial concepts that were presented there was a preference for two (2). A hybrid version of the two (2) favored concepts will be put together and presented at the end of May.
- Planning Initiatives & Downtown Revitalization Manager Update:
  - G. Kuhl’s replacement has been hired and will be announced in the coming week.
  - J. Greene will setup introduction meetings with the applicable groups.
- D.O.T. Update:
  - The report was attached for committee review; numbers have begun to increase as the weather improves.
  - Supervised Consumption Site:
    - There were 5,300 visits within the first six weeks, averaging 172 visits per day and there have been 40 overdoses (no fatalities) that have been managed by the staff.
    - The wait time for clients is 60-90 minutes. In order to reduce wait times, the site has applied for 4-6 more consumption booths.
    - 1,500 plus referrals to other support services have been made and there are 20-30% fewer needles being distributed since the site opened.
    - Hours of operation have been inadequate; federal approval is required to make changes.
    - As the portable facility on the Reserve is no longer needed, it may be moved to the shelter for use.
    - The City has also applied to the Province for a Safe Sobering Site which would be co-located with the Supervised Consumption Site.

**STRATEGIC DIRECTIONS:**

- Operating Budget New Initiatives:
  - Heart of Our City Master Plan 2.0:
    - Information attached for committee review.
  - Adaptive Reuse Initiative :
    - Information attached for committee review.
    - The new initiative would make funding available for old buildings in the downtown with issues such as asbestos, access and fire safety.
    - An alternative option would be to repackage the TRIP and/or HOCHIP.

## WHAT'S HAPPENING?

J. Greene:

- Potential Ambassador Program – Discussion is still under way.

Economic Development Lethbridge (E. Crane):

- The Economic Trends and Forecasting Breakfast will take place on May 16<sup>th</sup>.

Citizen-at-large (C. Piedalue):

- The Chinook Entrepreneur Challenge winner will be announced May 2<sup>nd</sup>.

Southern AB Ethnic Association (S. Acharya):

- Taste of the Caribbean will take place on April 27<sup>th</sup>.

Councillor (M. Campbell):

- An information session on cannabis will take place in May.

Lethbridge Historical Society (LHS) (L. Johansen Schuld):

- LHS will be attending the Alberta Historical Society Conference in May.
- LHS will be reprinting a previously published book called The Last Great Indian Battle.

Downtown BRZ (D. Foster):

- DBRZ's first meeting since the AGM has taken place and five (5) new board members were elected.

G. Kuhl:

- The 3<sup>rd</sup> Avenue Project Liaison Group will be meeting on May 8<sup>th</sup> for an update.
- G. Kuhl will put together thank you letters for A. Gartner, E. Reserva and M. Bellamy.

Allied Arts Council (D. Leite):

- The Allied Arts Council had their AGM a month ago and new executive was elected at last week's meeting.
- The Endowment Fund fundraiser was able to meet its \$10,000 goal.

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| <b>ACTION:</b> | <b>G. KUHL:</b> <ul style="list-style-type: none"><li>• Shelter – Speak with T. Plaited Hair regarding a possible tour.</li><li>• Downtown Development Seminar - Forward the committee a reduced version of the map that was presented.</li><li>• Draft thank you letters for A. Gartner, E. Reserva and M. Bellamy.</li></ul> <b>J. GREENE:</b> <ul style="list-style-type: none"><li>• Setup introduction meetings between the new DT Manager and applicable group.</li></ul> |
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## NEXT MEETING:

The next regular meeting will be held Wednesday, May 9<sup>th</sup>, 2018 from 4:00 – 6:00 p.m. in the Culver Room, City Hall.

## ADJOURNMENT:

Meeting adjourned at 5:27 p.m.

## ATTACHMENT 1

**MINUTES** of a meeting of the **HEART OF OUR CITY COMMITTEE**, held on Wednesday, May 9<sup>th</sup>, 2018, at 4:00 p.m., Culver Room, City Hall with the following in attendance:

- CHAIR:** Dawn Leite, Allied Arts Council
- MEMBERS:** Mark Campbell, Councillor  
Jane Edmundson, Citizen-at-large  
Clara Piedalue, Citizen-at-large  
Erin Crane, Economic Development Lethbridge (EDL)  
Lorien Johansen Schuld, Lethbridge Historical Society  
David Foster, Downtown BRZ  
Surya Acharya, Southern AB Ethnic Association (SAEA)  
Melissa Wiebe, Citizen-at-large  
Karla Pynch, Chamber of Commerce  
Bonny Greenshields, Citizen-at-large
- OTHERS:** George Kuhl, Planning Initiatives Manager  
Jeff Greene, Director of Planning & Development  
Andrew Malcolm, (New) Downtown Revitalization Manager  
Cidnee Lorenz, Recorder  
Ryan Darroch, Lethbridge Police Service
- 

### CALL TO ORDER:

The meeting was called to order at 4:03 p.m.

### 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.”

### ADOPTION OF AGENDA:

J. Edmundson moved that the agenda be approved with the following additions:

- 2 d. Resignation
- 7 e. Line Painting

**CARRIED**

### MEMBERSHIP:

- New Citizen-at-large Member – Council has appointed Bonny Greenshields as HOC’s new citizen-at-large member.
- New Downtown Revitalization Manager – Andrew Malcolm will be taking over for George Kuhl as the new Downtown Revitalization Manager.
- Round Table Introductions - Introductions took place.
- Resignation – A resignation letter was received today from Rosie Digout and the City Clerk’s office has been notified.

### ADOPTION OF MINUTES:

L. Johansen Schuld moved that the minutes of April 25<sup>th</sup>, 2018 be approved.

**CARRIED**

## **PRESENTATIONS AND DELEGATIONS:**

- Lethbridge Police Service Report (R. Darroch):
  - Supervised Consumption Site:
    - Although the increased crime in the area has been a challenge, there has been good communication between the site and police.
    - In order to reduce current wait times, the site has applied for 4-6 more consumption booths.
    - The Clean Sweep Program has been helpful with clean-up.
  - There has been an increase in traffic along London Road and the 600 block of 8<sup>th</sup> Street South and police have been dealing with a number of problem houses.
  - Police have seen a decrease in drug usage at the Library.

## **BUSINESS ARISING FROM THE MINUTES:**

- Shelter Tour – A. Malcolm will provide the committee with an update at the June HOC meeting.
- Distribution of Downtown Development Map – The map was distributed to the committee at the end of April.
- Thank You Letters – Letters to previous committee members have been drafted and will be sent out within the next few days.
- Downtown Revitalization Manager Introduction Meetings - J. Greene will be arranging introduction meetings with the applicable stakeholders over the next few weeks.
- Cannabis Information Update:
  - A cannabis information session hosted by the Lethbridge Chamber of Commerce took place last week.
    - K. Pyrch will share the presentation with L. Johansen Schuld. .
  - City Council is hosting a community meeting on May 28<sup>th</sup> at City Hall, Council Chambers.
    - More information can be found on the City of Lethbridge website.
- Parking Meter Update:
  - The new parking kiosks are being installed and the old ones will remain working until the new system is turned on at the end of the month.

## **OPERATIONAL:**

- Celebrate Downtown 2018 Committee Report:
  - The report was distributed to the committee for information and points of discussion were as follows:
    - Pictures will be uploaded to the Celebrate Downtown google drive soon.
    - The quality and quantity of nominees this year was a concern.
    - The event came in on budget and the sponsorship goal was exceeded by \$500.00.
    - R. Digout has resigned and D. Leite will also be stepping away from the subcommittee, leaving two (2) vacancies.
    - A discussion with regards to the events future will need to be had at a future HOC meeting.
- Terms of Reference Amendment – HOCC Vacancy:
  - The TOR amendment was passed and the City Clerk's office will advertise for the current development industry vacancy.
- Civic Precinct Master Plan Update:
  - A hybrid version of the plan which emerged at the design burst, is being drafted.
  - The internal project team will be meeting next week with the City Council Steering Committee meeting the following day.
- DOT Update – C. Lorenz will forward the updated document to the HOC Committee.
- Line Painting:

- The BRZ is still concerned with line painting and parking issues on 6<sup>th</sup> Street between 3<sup>rd</sup> and 4<sup>th</sup> Avenue and are asking for the HOC’s support in requesting the collection of empirical data through the summer as opposed to waiting for the six (6) months following the kiosk installation.
- The estimated cost for annual line painting in the downtown is \$7,500/year.
- C. Piedad moved that the Heart of Our City Committee recommends that the Transportation Department begin data collection of 6<sup>th</sup> Street parking once the kiosks have been installed and continue to collect data for the duration of the summer. Secondly the Heart of Our City Committee recommends that the Transportation Department return to the committee in September with the best approach on line painting going forward.

**CARRIED**

**STRATEGIC DIRECTIONS:**

- Nothing to note

**WHAT’S HAPPENING?**

Lethbridge Historical Society (LHS) (L. Johansen Schuld):

- Members of LHS will be attending the Historical Society Alberta Conference on May 26<sup>th</sup> in Olds, AB.
- LHS is waiting to hear back from Shaw TV regarding their television series proposal.
- LHS is looking at doing their own LHS exhibit which would be hosted by Galt Museum.

Councillor (M. Campbell):

- Councils cannabis community meeting will be take place May 28th, 6:00-9:00 pm, in Council Chambers.

Chamber of Commerce (K. Pyrch):

- There are several upcoming events taking place including the President’s Reception on June 22<sup>nd</sup>; more information can be found the Lethbridge Chamber’s website.

Southern AB Ethnic Association (S. Acharya):

- The Building Cultural Bridges continues to take place every Monday.

G. Kuhl:

- Beer Tours are scheduled for May 19<sup>th</sup> (sold out), June 30<sup>th</sup>, July 28<sup>th</sup>, August 18<sup>th</sup> and September 22<sup>nd</sup>.

Allied Arts Council (D. Leite):

- Party on the Square! Casa 5<sup>th</sup> Anniversary will be taking place on May 12<sup>th</sup>.
- The production “We Are All Treaty People” will take place on June 1<sup>st</sup> at Southminster United Church.

Downtown BRZ (D. Foster):

- The First Friday program has evolved to “First Friday Friends of the Downtown” and will provide opportunities for businesses to couple with a not for profit organization to help promote their cause.

Economic Development Lethbridge (E. Crane):

- The Food for Thought Breakfast will take place on Wednesday at 8:00 a.m., Coast Hotel.
- Other upcoming events can be viewed on EDL’s site.

Citizen-at-large (J. Edmundson):

- The Lethbridge Pride Fest will be holding two (2) education sessions on June 2<sup>nd</sup> and June 4<sup>th</sup> at the Lethbridge Public Library. The events schedule can be found at Lethbridgepride.ca.

|                |   |
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| <b>ACTION:</b> | <b>A. MALCOLM:</b> <ul style="list-style-type: none"> <li>• Shelter Tour – Provide the committee with an update at the June meeting.</li> </ul> |
|----------------|---|



|  |   |
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|  | <p><b>K. PYRCH:</b></p> <ul style="list-style-type: none"><li>• Share the cannabis information session presentation with L. Johansen Schuld.</li></ul> <p><b>C. LORENZ:</b></p> <ul style="list-style-type: none"><li>• Forward the updated D.O.T. report to the HOC Committee.</li></ul> |
|--|---|

**NEXT MEETING:**

The next regular meeting will be held Wednesday, June 13<sup>th</sup>, 2018 from 4:00 – 6:00 p.m. in the Culver Room, City Hall.

**ADJOURNMENT:**

Meeting adjourned at 5:42 p.m.

## ATTACHMENT 1

**MINUTES** of a meeting of the **HEART OF OUR CITY COMMITTEE**, held on Wednesday, June 13<sup>th</sup>, 2018, at 4:00 p.m., Culver Room, City Hall with the following in attendance:

- CHAIR:** Dawn Leite, Allied Arts Council
- MEMBERS:** Mark Campbell, Councillor  
Clara Piedalue, Citizen-at-large  
Lorien Johansen Schuld, Lethbridge Historical Society  
David Foster, Downtown BRZ  
Surya Acharya, Southern AB Ethnic Association (SAEA)  
Melissa Wiebe, Citizen-at-large  
Karla Pynch, Chamber of Commerce  
Bonny Greenshields, Citizen-at-large  
Jane Edmundson, Citizen-at-large
- OTHERS:** Jeff Greene, Director of Planning & Development  
Andrew Malcolm, (New) Downtown Revitalization Manager  
Cidnee Lorenz, Recorder  
Constable Terry Fieguth, Lethbridge Police Service  
Sheri Kain, DBRZ Chair
- REGRETS:** Erin Crane, Economic Development Lethbridge (EDL)
- 

### CALL TO ORDER:

The meeting was called to order at 4:02 p.m.

### 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.”

### ADOPTION OF AGENDA:

J. Edmundson moved that the agenda be approved with the following additions:

- 7.a. National Indigenous People’s Day
- 7.b. Budget

**CARRIED**

### ADOPTION OF MINUTES:

B. Greenshields moved that the minutes of May 9<sup>th</sup>, 2018 be approved.

**CARRIED**

### PRESENTATIONS AND DELEGATIONS:

- Lethbridge Police Service Report (T. Fieguth):
  - Supervised Consumption Site (SCS):
    - A Neighborhood Meeting for the SCS took place and the surrounding businesses have been happy with the Clean Sweet Program and their efforts.

- The site now has security and improvements have been noticeable.
- As the weather as changed there has been an increase in car theft.

#### **BUSINESS ARISING FROM THE MINUTES:**

- Tour of Homeless Shelter:
  - With current operational challenges, the shelter has asked that the tour take place in the fall.
  - The Reserve's portable supervised consumption facility is no longer being moved to the shelter.
- Line Painting:
  - Since the May HOC meeting where a motion was made to allow the transportation department until September to gather data prior to repainting the lines on 6<sup>th</sup> Street, the lines have been painted.
  - Conversations will continue to take place throughout the summer in terms of the downtown parking as a whole.

#### **MEMBERSHIP:**

- Vacancy Update – Citizen-at-large and Development Industry:
  - The development industry's BILD Alberta is still formalizing a representative. A. Malcolm will reach out to different development industry groups and ask them to nominate someone to attend the meetings.
  - Citizen-at-large – The recruitment process for an indigenous representative will begin next week and will be pushed out through Reconciliation Lethbridge and the Lethbridge Indigenous Sharing Network.

#### **OPERATIONAL:**

- National Indigenous People's Day:
  - A request has been made to HOC for \$2,100 to support the event which will take place at Galt Gardens on June 1<sup>st</sup>.
  - The Reconciliation Lethbridge Advisory Committee terms of reference was approved by Council last week and a request will be made to create a fund for these type of events in the future, however in the interim the HOC committee has agreed to provide one-time funding.
  - K. Pyrch moved that the Heart of Our City Committee approve funding for \$2,100 for the National Indigenous People's Days June 1<sup>st</sup> event and asks that a final report be submitted to administration once the event is complete.

**CARRIED**

- Reconciliation Lethbridge will be posting for positions, please share with friends; J. Greene will forward the approved TOR to K. Pyrch.
- Budget:
  - The 2015-2018 HOCC Budget was provided to the committee for information purposes.
    - A conversation between BRZ and administration should take place.
    - Activity Grant:
      - The Activity Grant funding that is awarded is not intended to be ongoing year after year for any specific event. Verbiage should be added to the criteria, that an event can only tap into the funding for a certain amount of years.
      - The next Activity Grant cycle will take place in October and the committee will return to this as reference
  - 2019-2022 - Five (5) New Program Initiatives were distributed and points of discussion were as follows:
    - The new initiatives include Heart of Our City Master Plan 2.0, Adaptive Reuse Initiative, Galt Gardens Security, Heart of Our City Activity Grant (increase) and Heart of Our City Branding and Marketing Strategy.
    - Marketing - Council has endorsed the new branding strategy that Economic Development Lethbridge (EDL) promoted. Is there a way to leverage that brand with the downtown?

- The HOC committee agree that the order above is listed in priority.
  - HOC Master Plan:
    - The downtown boundary will be part of the conversation.
    - An engagement strategy should be created with the downtown businesses.
- Parking Meter Replacement:
  - The new parking kiosks went live three (3) weeks ago and the City has received both positive and negative comments.
  - Items are being fixed as they are called in.
  - Although comments and feedback are being considered, there will not be any immediate changes as data is being collected and will need to be analyzed.
  - With the exception of the meters that have a bike rack, the old meters will be removed.
- Civic Precinct Master Plan:
  - The consultants have provided a revised concept and both the Project Team and Steering Committee will be reviewing it.
  - The next public engagement phase which will be largely online and take place through the summer. A formal open house will take place in September.
    - The website will be updated following the concept review.
- 3<sup>rd</sup> Avenue Reconstruction:
  - The next update to Council will take place on August 7<sup>th</sup>.
  - The design is currently at 70% completion and should be at 95% by the end of July.
  - The water sewer line replacement will be done at night and will be communicated to the public.
  - Public Realm Improvements – Some of the 3<sup>rd</sup> Avenue project will be leveraged for public realm improvements such as benches, parklets and sculptures.
- Downtown BRZ Clean Sweep:
  - \$150,000 Provincial funding has been approved and will be used for needle debris cleanup in Downtown and for hot spots outside of Downtown.
- D.O.T. Update:
  - The updated report was handed out for committee information.
  - There is a budget request that will be going forward to add another van and two (2) additional staff.

#### **STRATEGIC DIRECTIONS:**

- Nothing to note

#### **WHAT'S HAPPENING?**

##### Citizen-at-large (B. Greenshields):

- Through networking in the downtown, Bonny has learned that people love the spray park in Galt Garden and she has had mixed reviews about the parking kiosk.
- As a downtown resident, Bonny has noticed fewer needles since the opening of the Supervised Consumption Site.

##### Citizen-at-large (J. Edmundson):

- The Pride Parade and Pride in the Park will take place on June 23<sup>rd</sup>.

##### Chamber of Commerce (K. Pynch):

- There will be an information session on Occupational Health and Safety on June 20<sup>th</sup>.
- On June 27<sup>th</sup>, the Chambers general meeting and reception will take place.

##### Downtown BRZ (D. Foster):

- The downtown Farmers Market starts July 4<sup>th</sup>.

##### Downtown Revitalization Manager (A. Malcolm):

- The Transportation department has had parking ambassadors out helping people with the new meters and will work with the BRZ Summer Ambassadors through July and August to continue assisting people who are struggling at a parking kiosk.
- Scotia Bank will be putting up a fence to close off the old Scotia Bank parking area.

Allied Arts Council (D. Leite):

- The 2018 Activity Grant information has been posted on the site.

Southern AB Ethnic Association (S. Acharya):

- African night will take place June 29<sup>th</sup>.
- Latin Fest will take place on July 7<sup>th</sup>.

Councillor (M. Campbell):

- Mark attended the FCM Conference in Halifax and was very impressed with what they have done in terms of the downtown core.
- Council will be scheduling a Community Issues meeting regarding opioids and needles in the community and are aiming for early July.

Lethbridge Historical Society (LHS) (L. Johansen Schuld):

- The Back Alley Naming Project is being worked on.
- On June 23<sup>rd</sup> runners will be running through Lethbridge to support Terry Fox.

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| <b>ACTION:</b> | <p><b>ANDREW MALCOLM:</b></p> <ul style="list-style-type: none"> <li>• Reach out to different development industry groups and ask them to nominate someone to attend the HOC meetings.</li> <li>• A conversation between BRZ and COL should take place with regards to next budget cycle programming.</li> <li>• Activity Grant - Verbiage should be added within the criteria that an event can only tap into the funding for a certain amount of years. The next Activity Grant cycle will take place in October, committee will return to this as reference</li> </ul> <p><b>COMMITTEE:</b></p> <ul style="list-style-type: none"> <li>• Reconciliation Lethbridge will be posting for positions, please share with friends.</li> </ul> <p><b>JEFF GREENE:</b></p> <ul style="list-style-type: none"> <li>• Forward the Reconciliation Lethbridge approved TOR to K. Pyrch.</li> </ul> |
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**NEXT MEETING:**

The next regular meeting will be held Wednesday, July 11<sup>th</sup>, 2018 from 4:00 – 6:00 p.m. in the Culver Room, City Hall.

**ADJOURNMENT:**

Meeting adjourned at 5:39 p.m.

## ATTACHMENT 1

**MINUTES** of a meeting of the **HEART OF OUR CITY COMMITTEE**, held on Wednesday, September 19<sup>th</sup>, 2018, at 4:00 p.m., Meeting Room 003, City Hall with the following in attendance:

- CHAIR:** Dawn Leite, Allied Arts Council
- MEMBERS:** Mark Campbell, Councillor  
Lorien Johansen Schuld, Lethbridge Historical Society  
Richard Kofi Odei-Wontumi, Southern AB Ethnic Association (SAEA)  
Melissa Wiebe, Citizen-at-large  
Jane Edmundson, Citizen-at-large  
Erin Crane, Economic Development Lethbridge (EDL)  
Clara Piedalue, Citizen-at-large  
Grace Duff, Development Industry (BILD)
- OTHERS:** Jeff Greene, Director of Planning & Development  
Andrew Malcolm, Urban Revitalization Manager  
Cidnee Lorenz, Recorder  
Sergeant Robin Klassen, Lethbridge Police Service  
Constable Terry Fieguth, Lethbridge Police Service  
Constable Nick Cousineau, Lethbridge Police Service
- REGRETS:** David Foster, Downtown BRZ  
Karla Pynch, Chamber of Commerce  
Bonny Greenshields, Citizen-at-large  
Jordon Head, Citizen-at-large
- 

### CALL TO ORDER:

The meeting was called to order at 4:02 p.m.

### 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.”

### ADOPTION OF AGENDA:

J. Edmundson moved that the agenda be approved.

**CARRIED**

### ADOPTION OF MINUTES:

L. Johansen Schuld moved that the minutes of August 8<sup>th</sup>, 2018 be approved.

**CARRIED**

### PRESENTATIONS AND DELEGATIONS:

- Lethbridge Police Service (LPS) Report:
  - Four (4) new members will be joining the Downtown Policing Unit in the new year.
  - Shelter:

- The Alpha House is in place and there has been some slow improvements with the shelter.
  - The hours have been increased and when available, staff have tried to be proactive by visiting surrounding businesses and by going out on foot to encourage people to come to the shelter.
- The LPS race will take place on Saturday, September 29<sup>th</sup>.

#### **BUSINESS ARISING FROM THE MINUTES:**

- E. Crane will forward EDL's Crime Prevention Through Environmental Design (CPTED) to the committee now that it has been approved by her Board.

#### **MEMBERSHIP:**

- Jordon Head will be joining HOC as the Indigenous Citizen-at-large.

#### **OPERATIONAL:**

- Civic Common Master Plan Update:
  - The Open House will take place on Thursday, September 20<sup>th</sup> from 4:00-7:00 p.m. and will go to Council for approval on October 15<sup>th</sup>.
- Diversion Outreach Team (D.O.T.):
  - D.O.T. has changed updates from monthly to quarterly.
    - A. Malcolm will request that the quarterly update still be broken down by month for the HOC committee as it is valuable information.
  - There is a new budget initiative being proposed by Community & Social Development to add another team and van.
- Downtown Walking Tour:
  - The walking tour will take place after the meeting adjourns at 4:30 p.m. and will include:
    - Public Realm Improvements
    - Suites 601
    - Cycling updates at corner of 4<sup>th</sup> Avenue and 6<sup>th</sup> Street
    - Oliver Building
    - Redevelopment Spa on 5<sup>th</sup> Street
    - 3<sup>rd</sup> Avenue update

#### **STRATEGIC DIRECTIONS:**

- HOC/BRZ Joint Meeting:
  - Minutes will be disbursed to the committee once they are complete.

#### **WHAT'S HAPPENING?**

Citizen-at-large (M. Wiebe):

- Word on the Street will take place this Saturday and more information can be found online.

Southern AB Ethnic Association (R. Kofi Odei-Wontumi):

- SAEA is having a lot of security issues around their building. The committee suggested they contact the police to initiate a CPTED.

Economic Development Lethbridge (E. Crane):

- Over thirty (30) people attended EDL's first entrepreneurial training session.
- Applications for the YQL have been received and there was good representation from all of the sectors.
- EDL is presenting to City Council on Monday.

Lethbridge Historical Society (L. Johansen Schuld):

- LHS’s new book will be available at the usual vendors as well as at Word on the Street.

Councillor (M. Campbell):

- Community consultation sessions on the impact of the drug crisis is scheduled for October 10<sup>th</sup>.

Citizen-at-large (J. Edmundson):

- Arts Days will take place from September 28<sup>th</sup> to 30<sup>th</sup>.

Allied Arts Council (D. Leite):

- The Mayor’s Luncheon will take place tomorrow.
- The Allied Arts Council’s Open House will take place September 27<sup>th</sup> and invitations were sent out previously.

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| <b>ACTION:</b> | <p><b>ANDREW MALCOLM:</b></p> <ul style="list-style-type: none"> <li>• Request that the quarterly D.O.T. update still be broken down monthly.</li> <li>• Circulate the joint HOC/BRZ meeting minutes when finalized.</li> </ul> <p><b>ERIN CRANE:</b></p> <ul style="list-style-type: none"> <li>• Forward EDL’s CPTED with the committee.</li> </ul> |
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**NEXT MEETING:**

The next regular meeting will be held Wednesday, October 10<sup>th</sup>, 2018.

**ADJOURNMENT:**

Meeting adjourned at 4:37 p.m.



## ATTACHMENT 1

**MINUTES** of a meeting of the **HEART OF OUR CITY COMMITTEE**, held on Wednesday, October 10<sup>th</sup>, 2018, at 4:00 p.m., Culver City Meeting Room, City Hall with the following in attendance:

- CHAIR:** Dawn Leite, Allied Arts Council
- MEMBERS:** Mark Campbell, Councillor  
Lorien Johansen Schuld, Lethbridge Historical Society  
Richard Kofi Odei-Wontumi, Southern AB Ethnic Association (SAEA)  
Melissa Wiebe, Citizen-at-large  
Erin Crane, Economic Development Lethbridge (EDL)  
Clara Piedalue, Citizen-at-large  
Grace Duff, Development Industry (BILD)  
Bonny Greenshields, Citizen-at-large  
Jordon Head, Citizen-at-large  
David Foster, Downtown BRZ
- OTHERS:** Jeff Greene, Director of Property Services  
Andrew Malcolm, Urban Revitalization Manager  
Cidnee Lorenz, Recorder  
Sergeant Robin Klassen, Lethbridge Police Service  
Zamir Ali, Chamber of Commerce
- REGRETS:** Karla Pynch, Chamber of Commerce  
Jane Edmundson, Citizen-at-large
- 

### CALL TO ORDER:

The meeting was called to order at 4:02 p.m.

### 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.”

### ADOPTION OF AGENDA:

E. Crane moved that the agenda be approved.

**CARRIED**

### ADOPTION OF MINUTES:

M. Wiebe moved that the minutes of September 19<sup>th</sup>, 2018 be approved.

**CARRIED**

### PRESENTATIONS AND DELEGATIONS:

- Lethbridge Police Service (LPS) Report:
  - The Lethbridge Police Service has been taking part in various safety presentations.
  - Shelter - A risk assessment took place at the shelter today and a good neighbor meeting is being planned for November.

- Four (4) new members have joined the Downtown Policing Unit as of today.

#### **BUSINESS ARISING FROM THE MINUTES:**

- Diversion Outreach Team (D.O.T.) – A. Malcolm will check the file for the previous year’s report and share with the committee.

#### **MEMBERSHIP:**

- The Lethbridge Chamber of Commerce is currently going through a transition and K. Pyrch will be replaced with a new representative from the Chamber.

#### **OPERATIONAL:**

- Civic Common Master Plan Update:
  - The Open House took place on September 20<sup>th</sup> and positive feedback was received.
  - The plan will go to Council next week for approval.
- Celebrate Downtown:
  - The event venue for 2019 is currently scheduled to take place at the City Hall and is scheduled for April 11<sup>th</sup>, 2019.
    - Pricing was a major factor in selecting the City Hall for the venue.
    - The Celebrate Downtown subcommittee will explore other venues such as the Sandman Signature Lodge or the Multi-Cultural Centre and determine whether having a space sponsored would be an option.
    - The HOC will contribute \$2,000 for 2019. If fundraising should fall short, there is potential of bringing a request for additional funding back to the committee.
- Crabb Street Washroom:
  - There have been ongoing issues with the washroom and different ideas such as blue lights, sound and removal of mirror are being discussed to increase safety.
- Security/Joint Action Team (JAT) Funding:
  - The Galt Garden’s security contract ended in September. A request has been made to extend the contract to October and potentially November.
  - The City is working with Paladin Security to arrange for security to walk 5<sup>th</sup> Street and other hot spots to provide extra presence in the Downtown.
- Proposed Changes to Winter Ambassador Program:
  - The meter plugging program will need to be replaced.
  - A portion of the funding will be redirected to the safety initiative, topping up JAT funding.
- Strategic Plan – Points of discussion were as follows:
  - The last strategic planning session took place in February 2017.
    - Have a short strategic review session to get new members up to speed or provide a workbook?
  - What is the role of the BRZ? What are the committee’s goals? Consider having a HOC Master Plan kickoff session?
  - The committee should be provided with the strategic plan from 2017, the achievement checklist and the current HOC Master Plan.
    - What did you learn? What is missing? What needs to happen?
  - Going forward:
    - J. Greene will forward information to the committee on the difference between a strategic plan and a master plan.
    - A. Malcolm and D. Leite will return in November and provide the committee with timeframes of discussion and how the committee will move forward.
- D.O.T. Update – Report attached for committee information.

#### **STRATEGIC DIRECTIONS:**

- HOC & BRZ Joint Meeting – Minutes – Attached for committee information.

**WHAT’S HAPPENING?**

Citizen-at-large (B. Greenshields):

- Bonny attended one of the Opioid Crisis Community Meetings and found it to be an interesting discussion with broad representation.

Director of Property Services (J. Greene):

- Parking:
  - There has been many change with regards to parking such as the new parking kiosks, park and ride and ongoing construction.
  - Parking is key to the downtowns success.
  - Discussion regarding enforcement and rates are taking place and more information will follow.

Southern AB Ethnic Association (R. Kofi Odei-Wontumi):

- Taste of Africa will take place on October 26<sup>th</sup>.

Chamber of Commerce (Z. Ali):

- A survey was completed by the Chamber members and the biggest concern members have relates to the opioid crisis and safety in the downtown. A task force has been created and is working to find new alternatives and solutions to help the businesses downtown thrive.

Lethbridge Historical Society (L. Johansen Schuld):

- LHS’s latest book can be found at various booksellers.

Citizen-at-large (C. Piedalue):

- A new comedy club will be opening soon and located under Mortar and Bricks next to Allied Arts Council.

Economic Development Lethbridge (E. Crane):

- The presenters of Ignite YQL have been chosen and the event will take place on October 24<sup>th</sup> at the ENMAX lounge.
- A professor from the Imperial College of London will speaking in the end of November about the Agri-Food Sector in our region.

Councillor (M. Campbell):

- Visit [getinvolvedlethbrudeg.ca](http://getinvolvedlethbrudeg.ca) to access the Budget Allocator which is available until October 23<sup>rd</sup>.

Citizen-at-large (J. Head):

- There is federal funding available for First Nations people and Jordan is working to access these funds which would be used for youth programming.

Downtown BRZ (D. Foster):

- BRZ’s strategic planning will be taking place soon.

Allied Arts Council (D. Leite):

- Dawn recently visited Banff’s downtown and found it to be very vibrant.
  - Would it be beneficial to share this experience with others?
  - Send a committee member to a downtown conference?

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| <b>ACTION:</b> | <p><b>ANDREW MALCOLM:</b></p> <ul style="list-style-type: none"> <li>• D.O.T. - Check the file for the previous year’s report and share with the committee.</li> <li>• Strategic Planning Session - Provide the committee with timeframes of discussion and how the committee will move forward, as per above.</li> </ul> |
|----------------|---|

**JEFF GREENE:**

- Forward information to the committee on the difference between a strategic plan and a master plan.

**CELEBRATE DOWNTOWN SUB-COMMITTEE:**

- Explore other venues such as the Sandman Signature Lodge or the Multi-Cultural Centre and determine whether having a space sponsored would be an option.

**NEXT MEETING:**

The next regular meeting will be held Wednesday, November 14<sup>th</sup>, 2018.

**ADJOURNMENT:**

Meeting adjourned at 5:46 p.m.

## ATTACHMENT 1

**MINUTES** of a meeting of the **HEART OF OUR CITY COMMITTEE**, held on Wednesday, November 14<sup>th</sup>, 2018, at 4:00 p.m., Culver City Meeting Room, City Hall with the following in attendance:

- CHAIR:** Dawn Leite, Allied Arts Council
- MEMBERS:** Mark Campbell, Councillor  
Lorien Johansen Schuld, Lethbridge Historical Society (LHS)  
Richard Kofi Odei-Wontumi, Southern AB Ethnic Association (SAEA)  
Erin Crane, Economic Development Lethbridge (EDL)  
Clara Piedalue, Citizen-at-large  
Grace Duff, Development Industry (BILD)  
Jane Edmundson, Citizen-at-large
- OTHERS:** Jeff Greene, Director of Property Services  
Andrew Malcolm, Urban Revitalization Manager  
Michael Boh, Project Coordinator  
Cidnee Lorenz, Recorder  
Sergeant Robin Klassen, Lethbridge Police Service  
Constable Drew Kanyo, Lethbridge Police Service  
Constable Nick Cousineau, Lethbridge Police Service  
Constable Matt Payant, Lethbridge Police Service
- REGRETS:** Melissa Wiebe, Citizen-at-large  
Bonny Greenshields, Citizen-at-large  
Jordon Head, Citizen-at-large  
David Foster, Downtown BRZ
- 

### CALL TO ORDER:

The meeting was called to order at 4:05 p.m.

### 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.”

### APPROVAL OF AGENDA:

J. Edmundson moved that the agenda be approved with the following addition:

- 7. C) Heart of Our City Housing Incentive Program

**CARRIED**

### ADOPTION OF MINUTES:

C. Piedalue moved that the minutes of October 10<sup>th</sup>, 2018 be approved.

**CARRIED**

### PRESENTATIONS AND DELEGATIONS:

- Lethbridge Police Service (LPS) Report:

- Shelter Update:
  - T. Plaited Hair visited surrounding businesses to update them on shelter changes and improvements.
  - The shelter was able to hire nineteen (19) additional staff with funding from the Federal Government.
- The Watch Ambassador Program has been approved to move forward.
- SAGE Clan (Serve – Assist – Guard – Engage):
  - The SAGE Clan will be similar to that of Winnipeg’s Bear Clan.
  - The BRZ and A. Malcolm will meet with them to see what is needed to get off the ground.
- Supervised Consumption Site:
  - The average is 633 uses in a day and drugs being consumed include meth, “speed balling” meth and fentanyl, heroin and carfentanil.

**BUSINESS ARISING FROM THE MINUTES:**

- Diversion Outreach Team (DOT) Year by Year Stats:
  - Attached for committee information.
  - The decrease in numbers is due to time being used in a different way. The change from alcohol use to drug use has led to people wanting to travel in smaller numbers and more time spent on cleaning the van.
  - The proposed increase in funding would allow for increased hours of operation and services.
  - Once the budget has been approved, the committee would like to invite D.O.T. to a HOC meeting in the new year.
- Celebrate Downtown:
  - The Southern Alberta Ethnic Association will be the Celebrate Downtown Events location sponsor.
  - A communication strategy meeting is scheduled for next week.

**MEMBERSHIP:**

- The Chamber of Commerce HOC representative will be replaced once the Executive Director position has been filled.
- Both C. Piedalue and B. Greenshields have been reappointed for a two (2) year term.
- J. Edmundson has resigned from the HOC as of January 1<sup>st</sup>, 2019 and will be replaced by Marcia Nesch.

**PROJECTS:**

- Civic Common Master Plan (CCMP) Update:
  - The Master Plan was taken to Council and accepted as information.
  - The first steps of the CCMP will be to do a Geotechnical Study and Environmental Study.
- Strategic Plan Process Update:
  - The Strategic Plan Process Outline was attached for committee information and points of interest are as follows:
    - A. Malcolm and D. Leite attended the BRZ’s Strategic Planning session in October. Although safety was a major concern, their number one focus moving forward will be communication. The BRZ is compiling information from the session and it should be available in January.
  - Actions:
    - C. Lorenz will forward the HOC Master Plan, the Public Realm and Transportation Report, and the St. Clements Report to the committee.
    - The committee is asked to review the HOC Master Plan, the downtown section of the Public Realm and Transportation Report and the St. Clements Report prior to the December meeting.
- Heart of Our City Housing Incentive Program (HOCHIP):
  - The communication department has assisted A. Malcolm in creating a poster that will promote the Heart of Our City Housing Incentive Program and be hung at applicable construction sites.

- A. Malcolm will look into creating a similar poster to promote the Targeted Redevelopment Incentive Program, Business Improvement Loan and Main Street Program.
  - The Oliver Building is likely decreasing their housing units and may switch to the TRIP program depending on which program would be more beneficial.

## **PROGRAMS:**

- 2019 Activity Grant:
  - Twenty-Nine (29) applications were received and twenty-five (25) will get funded. Although the 2019 budget is \$120,000, \$131,565 will be funded due to 2018 event cancellations which were transferred to 2019 budget.
  - Letters to recipients will go out on November 16<sup>th</sup> and the public announcement will take place at Casa on November 28<sup>th</sup>.
- Winter Ambassador Program:
  - The new parking card is currently being promoted. There is a onetime fee of \$5.00 and the card can be reloaded and used as a credit card, eliminating the current \$1.80 minimum fee being charged at the kiosks.
  - In replacement of the previous meter plugging program, there will be two (2) free parking days on Friday, November 16<sup>th</sup> and Friday, December 7<sup>th</sup>.
- Clean & Safe:
  - Galt Garden Security – The proposed extension has been cancelled.
  - Safety Meeting:
    - A meeting took place last week regarding downtown safety and included the downtown first responders, private security, BRZ, Library, Clean Sweep, GDI, Park Place security and Malcor Centre security.
    - Discussion took place on aggressive behavior, intoxication, overdoses, trespassing, drug use, temporary rest areas, tent use, needle debris, child welfare, mental health issues, prostitution, loitering, panhandling, transportation, washroom use, racial insensitivity, safety perception, impact on staff, increased call volume and education and training.
    - The group brainstormed solutions and categorized them into “immediately”, “6 months” and “6-18 months”.
    - Potential immediate solutions include:
      - Increase DOT programming, expand the Clean Sweep Program, explore needle distribution, education, security enforcement strategies, intervention on normalization, create positive engagement, transportation to the reserve, install “help phone boxes” in the downtown (similar to the U of L), increase shelter size or services and support Fire and EMS.
  - Discussion took place on what the community and businesses could do to help.
    - Propose to do a draft template letter to the Minister of Health and the local MLA’s which requests an Intox and increased beds in the existing Detox.
    - A. Malcolm and J. Greene will take this conversation to M. Thompson, J. Meli and T. Vanden Heuvel; more information to follow at the December meeting.

## **BUILDINGS:**

- Post Office:
  - The price has been reduced by one million dollars.
  - Federal Housing Strategy – It has been determined that the Post Office building would not be suitable for conversion to affordable housing.
- Greyhound:
  - The greyhound building was listed for sale just over a week ago and there has been six (6) offers on it.
- Bow on Tong:

- The Leong family is working on getting Power of Attorney and then hope to proceed with Provincial Historic Designation.

**BUDGET (QUARTERLY):**

- The year to date budget and actuals were attached for committee information and points of interest were as follows:
  - Twenty (20) plaques have been identified as needing repair and repairs will take place over the next several years.
  - Public Washroom – As of next year the washroom budget will be shifted to facilities.

**WHAT’S HAPPENING?**

Lethbridge Historical Society (L. Johansen Schuld):

- The Oliver Building will get their historic plaque in the spring.
- Bentley Block is being municipally designated.
- The Historical Society of Alberta’s spring conference will take place in Fort Macleod on May 24-25<sup>th</sup>.

C. Lorenz:

- HOC’s annual Mix & Mingle will take place following the December 12<sup>th</sup> HOC meeting.

Economic Development Lethbridge (E. Crane):

- Dr. David Hughes – Food for Thought will take place on November 27<sup>th</sup> at the Coast.

Citizen-at-large (J. Edmundson):

- The Bright Lights Festival will take place this Friday in Galt Gardens.

Allied Arts Council (D. Leite):

- ATB Financial will be visiting Lethbridge this Friday to present on their artist financing program.

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| <b>ACTION:</b> | <p><b>ANDREW MALCOLM:</b></p> <ul style="list-style-type: none"> <li>● Look into creating a poster in a similar format to the new HOCHIP poster to promote the TRIP Program, Business Improvement Loan and Main Street Program.</li> <li>● Take conversation on the draft template letter to the Minister of Health and MLA’s to M. Thompson, J. Meli and T. Vanden Heuvel; more information to follow at the December meeting.</li> </ul> <p><b>JEFF GREENE:</b></p> <ul style="list-style-type: none"> <li>● Take conversation on the draft template letter to the Minister of Health and MLA’s to M. Thompson, J. Meli and T. Vanden Heuvel; more information to follow at the December meeting.</li> </ul> <p><b>C. LORENZ:</b></p> <ul style="list-style-type: none"> <li>● Forward the HOC Master Plan, the Public Realm and Transportation Report, and the St. Clements Report to the committee.</li> </ul> <p><b>HOC COMMITTEE:</b></p> <ul style="list-style-type: none"> <li>● The committee is asked to review the HOC Master Plan, the downtown section of the Public Realm and Transportation Report and the St. Clements Report prior to the December meeting.</li> </ul> |
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**NEXT MEETING:**

The next regular meeting will be held Wednesday, December 12<sup>th</sup>, 2018.

**ADJOURNMENT:**



Meeting adjourned at 6:10 p.m.

## ATTACHMENT 1

**MINUTES** of a meeting of the **HEART OF OUR CITY COMMITTEE**, held on Wednesday, December 12<sup>th</sup>, 2018, at 4:00 p.m., St. Laurent Room, City Hall with the following in attendance:

- CHAIR:** Dawn Leite, Allied Arts Council
- MEMBERS:** Mark Campbell, Councillor  
Richard Kofi Odei-Wontumi, Southern AB Ethnic Association (SAEA)  
Clara Piedalue, Citizen-at-large  
Jane Edmundson, Citizen-at-large  
Melissa Wiebe, Citizen-at-large  
Bonny Greenshields, Citizen-at-large  
David Foster, Downtown BRZ  
Zamir Ali, Lethbridge Chamber of Commerce
- OTHERS:** Jeff Greene, Director of Property Services  
Andrew Malcolm, Urban Revitalization Manager  
Cidnee Lorenz, Recorder  
Sergeant Robin Klassen, Lethbridge Police Service  
Marcia Nesch, Citizen-at-large (Effective January 1, 2019)
- REGRETS:** Lorien Johansen Schuld, Lethbridge Historical Society (LHS)  
Erin Crane, Economic Development Lethbridge (EDL)  
Grace Duff, Development Industry (BILD)  
Jordon Head, Citizen-at-large
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### CALL TO ORDER:

The meeting was called to order at 4:05 p.m.

### 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.”

### APPROVAL OF AGENDA:

J. Edmundson moved that the agenda be approved.

**CARRIED**

### ADOPTION OF MINUTES:

M. Campbell moved that the minutes of November 14<sup>th</sup>, 2018 be approved.

**CARRIED**

### PRESENTATIONS AND DELEGATIONS:

- Lethbridge Police Service (LPS) Report:
  - Community Outreach Addictions Program (COAP):
    - COAP is a new outreach team which is supported by the City of Lethbridge and run by ARCHES.

- The program will mainly focus on encampment and connect with people.
- The hours of operations are from 7:00 a.m. to 11:00 p.m. seven (7) days a week and the radius is from Stafford Drive North and 1<sup>st</sup> Avenue South up to 13<sup>th</sup> Street and over to the south side of 3<sup>rd</sup> Avenue South. The Galt Gardens will be included as well.
- Alberta Response to the Opioid Crisis:
  - The Calgary site opened October 31<sup>st</sup>, 2017 and has had 36,400 site visits. The Lethbridge site opened February 28<sup>th</sup>, 2018 and has had 71,287 visits.
  - Sergeant Klassen also learned that the Lethbridge Soup Kitchen is seeing record numbers and a lot of new faces.
- The Downtown Unit is working on gaging higher crime area's and will then direct enforcement as needed.

#### **BUSINESS ARISING FROM THE MINUTES:**

- Posters:
  - The TRIP poster is in the works and the HOCHIP poster has been ordered. As well, the Business Improvement Loan has an existing poster.
- Draft Letter to Minister of Health:
  - This will be discussed at an upcoming executive leaders meeting.

#### **MEMBERSHIP:**

- As per the Heart of Our City Terms of Reference, an election will take place for the 2019 Chair at the January meeting.

#### **PROJECTS:**

- Strategic Planning and Achievements Review:
  - The committee was provided with the history of downtown Lethbridge and where the HOC's focus has been since the year 2000.
  - Past and current programming was reviewed.
  - Discussion took place on what the committee sees going forward and points of interest were as follows:
    - HOC Activity Grant – Policy review? Subcommittee creation?
    - Redefine the Summer and Winter Ambassador Programs.
    - Communication strategy needs to be discussed; message out the good work being done.
  - Next Steps:
    - A. Malcolm will try to have the workbook complete prior to Friday the 21<sup>st</sup>.
    - The two (2) goals for the Strategic Plan will be to establish short term goals for the year and scope out what the focus is for the HOC Master Plan 2.0.

**PROGRAMS** – Nothing to note

**BUILDINGS** - Nothing to note

**BUDGET (QUARTERLY)** – Nothing to note

#### **WHAT'S HAPPENING?**

Lethbridge Chamber of Commerce (Z. Ali):

- The Chamber will be bringing in a company that will update all fiber internets in Lethbridge.
- A task force has been created to grow Lethbridge's tech industry.
  - J. Greene recommends Z. Ali touch base with Vicki Bennett, Intelligent Community Program Manager.

- The Chamber is looking at creating a multi mobile transportation system site by the airport where there are different modes of transportation coming together.

Citizen-at-large (M. Wiebe):

- The University of Lethbridge Annual Art Gala will take place on January 31<sup>st</sup> and be held at the Penny Building.

Southern AB Ethnic Association (R. Kofi Odei-Wontumi):

- Christmas Around the World will take place this Friday.

Allied Arts Council (D. Leite):

- The Allied Arts Council is looking for an Education Manager; the posting is on their website.
- The Pop-up Artist Kiosks will hopefully be up at the Casa plaza by Family Fun Day.

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| <b>ACTION:</b> | <b>ANDREW MALCOLM:</b> <ul style="list-style-type: none"> <li>○ Complete the Strategic Plan Workbook and share with the committee.</li> </ul> |
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**NEXT MEETING:**

The next regular meeting will be held Wednesday, January 9<sup>th</sup>, 2019.

**ADJOURNMENT:**

Meeting adjourned at 5:45 p.m.