



City of Port Moody

Report/Recommendation to Council

Date: February 13, 2024
Submitted by: General Manager of Finance and Technology
Subject: Arts and Business Council Project Task Force – Public Engagement Approach

Purpose

This report seeks Council endorsement of the public engagement approach being proposed by staff in support of the duties of the Arts and Business Council Project Task Force.

Recommended Resolution(s)

THAT the public engagement approach be endorsed as recommended in the report dated February 13, 2024, from the General Manager of Finance and Technology regarding Arts and Business Council Project Task Force – Public Engagement Approach.

Background

At the October 10, 2023, Regular Council meeting, a summary of the work conducted by the Mayor's Arts and Business Coalition Task Force and a list of recommendations was provided to Council (**Attachment 1**). Council approved the recommended motions and passed the following additional motion:

RC23/241

THAT staff report back with a consultation plan that includes all relevant Civic committees and local art organizations, businesses, and the community at large.

Per Administrative Policy – A19-1490-2023-01 – Public Engagement Process, with this report staff are returning to Council with a public engagement approach.

Discussion

To facilitate public engagement in support of the development of the new Arts and Business Council, staff have prepared the public engagement approach as outlined below in the Communications and Public Engagement Initiatives section for Council review and endorsement. Per the principles of public engagement outlined in the Public Engagement Process Policy, the proposed approach takes into consideration the decisions that are still open for input, and how meaningful feedback can be gathered to inform those decisions. Engagement with targeted stakeholders will be undertaken in consultation with the new Arts and Business Council Project Task Force, as reflected in the Task Force Terms of Reference approved by

Council on November 28, 2023 (**Attachment 2**). The input will be used to assist in establishing and structuring the new Arts and Business Council as contemplated in the Terms of Reference.

Other Option(s)

THAT Council direct staff to report back on alternative approaches to public engagement.

Financial Implications

There are no financial implications associated with the recommendations in this report.

Communications and Public Engagement Initiatives

City staff and staff members of the Arts and Business Council (ABC) Project Task Force will conduct public engagement and share information using the following approach:

With whom are we engaging?	Targeted stakeholders: <ul style="list-style-type: none"> Relevant City Committees (such as Arts, Culture and Heritage Committee; Economic Development and Tourism Committee; and Youth Focus Committee) Local artists and arts groups (such as PoMoArts; Port Moody Heritage Society; Golden Spike Days Society; and IOCO Players) Local businesses or business representatives (such as the Tri-Cities Chamber of Commerce) 	Secondary audience: <ul style="list-style-type: none"> Port Moody community at-large
What is the scope of the public engagement?	Targeted stakeholders: <p>Identified stakeholders will be asked to provide input that will influence the mandate, and mission and ambition statements to be drafted by the ABC Project Task Force for the new Arts and Business Council.</p>	Secondary audience: <p>The community at-large will be invited to become informed about the recommendations of the Mayor's Arts and Business Coalition Task Force (MABCTF) and to keep up to date on the development of the new Arts and Business Council. Comments or questions will be welcomed for review by the ABC Project Task Force.</p>
How will we engage?	Targeted stakeholders: <p>Staff members on the ABC Project Task Force will reach out to identified stakeholders to share information and obtain input.</p>	Secondary audience: <p>Staff will develop a page on the City of Port Moody website to keep the community at-large informed and provide a mechanism to ask questions or share comments. Input</p>

		received will be shared with the ABC Project Task Force for consideration and response as needed.
How will we communicate?	Targeted stakeholders:	Secondary audience:
	Staff members on the ABC Project Task Force will reach out to identified stakeholders.	Staff will use typical City communication channels, such as media release, news post, website, and social media, to share information with the community at-large.
When will we engage?	Engagement with all audiences is anticipated to take place in Q1 and Q2 2024.	
How will we share what we heard?	A summary of input received and how it was considered by the ABC Project Task Force when drafting the mandate, and mission and ambition statements for the new Arts and Business Council will be included in the Task Force report to City Council.	

Council Strategic Plan Goals

The recommendations of the Mayor's Arts and Business Coalition Task Force and the associated public engagement approach align with the following Council Strategic Plan Goal(s):

- Vibrant and Prosperous Community
 - Improve the local business climate
 - Enhance vibrancy through placemaking, arts, culture, heritage and tourism
 - Develop a vision for City of the Arts
 - Facilitate events and festivals in our community
 - Strengthen the vibrancy of our waterfront and main thoroughfares
 - Leverage public spaces
 - Enhance places where people naturally gather

Attachment(s)

1. Report considered at the October 10, 2023, Regular Council meeting – MABCTF Update and Recommendations.
2. Arts and Business Council Project Task Force Terms of Reference

Report Author

Paul Rockwood

General Manager of Finance and Information Services

Report Approval Details

Document Title:	Arts and Business Project Task Force – Public Engagement Approach.docx
Attachments:	- Attachment 1 - Report considered at the October 10, 2023, RC meeting - MABCTF Update and Recommendations.pdf - Attachment 2 - Arts and Business Council Project Task Force Terms of Reference.pdf
Final Approval Date:	Feb 5, 2024

This report and all of its attachments were approved and signed as outlined below:

Stephanie Lam, City Clerk and Manager of Legislative Services - Jan 30, 2024

Lindsay Todd, Manager of Communications and Engagement - Jan 30, 2024

Paul Rockwood, General Manager of Finance and Technology - Jan 30, 2024

Anna Mathewson, General Manager of Community Services - Jan 31, 2024

Tim Savoie, City Manager - Feb 5, 2024