



## MINUTES

### TERMINAL/NICOL CORRIDOR STREETSCAPE PROJECT (TNCSP)

Tuesday, 2015-SEP-08 at 7:30 a.m.

Boardroom, 411 Dunsmuir Street, Nanaimo, BC

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**PRESENT:** Mr. Darren Moss, Chair  
Councillor Bill Bestwick  
Mr. David Edgar  
Councillor Diane Brennan  
Mr. Doug Kalcsics  
Mr. Ian Thompson  
Mr. Keith Brown  
Ms. Leanna Plug  
Ms. Pamela James  
Ms. Kate Evans, Golder Associates Ltd.

**STAFF:** Mr. Gordon Foy, Transportation Manager, Engineering Services Section  
Ms. Jane Beaton, Engineering Clerk, Engineering

**1. Call to Order**

The meeting was called to order at 7:33 a.m.

**2. Approval of Agenda**

It was moved and seconded that the agenda be adopted, motion carried unanimously.

**3. Adoption of Minutes**

It was moved and seconded that the Minutes of the TNCSP Committee meeting held 2015-SEP-02 be adopted as presented. The motion carried unanimously.

**4. Discussion on engagement strategies and My Street event – Kate Evans**

Kate Evans led a discussion session on how to make sure public engagement is a success and make sure the My Street event on September 20<sup>th</sup> is well attended.

Postcards and posters for distribution were handed out. These will be placed in various high traffic areas.

It was decided that someone will be hired to distribute promotional materials to ensure good distribution across the City. Committee members will fill in the gaps if they see any places that were missed.

Discussion period.

**ACTION ITEM:** Golder will create a stakeholder template for an email that will be sent out to send a consistent message to the public.

**5. Next meeting**

The next regular meeting of the TNCSP is scheduled for 2015-SEP-15 at 7:30 a.m.

**6. Adjournment**

The meeting adjourned at 8:24 a.m.

**APPROVED BY:**

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DARREN MOSS, CHAIR  
TERMINAL/NICOL CORRIDOR  
STREETSCAPE PROJECT (TNCSP)

**CONCURRENCE BY:**

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GORDON FOY  
TRANSPORTATION MANAGER,  
ENGINEERING SERVICES SECTION

**CERTIFIED CORRECT:**

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CORPORATE OFFICER