



MINUTES
SOUTH DOWNTOWN WATERFRONT INITIATIVE COMMITTEE
TUESDAY, 2013-DEC-10 AT 7:30 AM
BOARD ROOM, SERVICE & RESOURCE CENTRE (411 DUNSMUIR STREET)

Members Present: David Witty, VIU, Chair
Doug Kalcsics, At-Large
Darren Moss, DNBIA
Douglas Hardie, SECA
Sasha Angus, NEDC
Dennis Trudeau, RDN
Ann Kjerulf, At-Large

Members Absent: Bernie Dumas & Mike Davidson, NPA
Daniel Pearce, RDN
Fred Pattje, City of Nanaimo

Guests Present: Members of the public (4)

Committee Support Present: Miko Betanzo, CitySpaces Consulting Ltd.
Deane Strongitharm, CitySpaces Consulting Ltd.
Andrew Tucker, City of Nanaimo
Chris Jackson, Manager of Legislative Services, City of Nanaimo
Rebecca Tubbs, Recording Secretary, City of Nanaimo

1. Call to Order

The meeting was called to order at 7:32 am.

2. Approval of Agenda and Late Items

The agenda was approved as presented.

3. Adoption of Minutes

It was moved and seconded that the South Downtown Waterfront Initiative Committee Minutes from 2013-NOV-26 be adopted as presented. The motion was carried.

4. Correspondence, Handouts & Notices

None.

5. Ongoing Business

a) Chair's Report

D. Witty reported that the Protocol Advisory Working Group (PAWG) meeting has been postponed due to recent SFN election and therefore he will not be giving a presentation to them later today. On that note, it was asked that City staff reach out to SFN again (sooner than later) to see if he can attend an upcoming Band meeting to provide an information on behalf of the Committee. C. Jackson will arrange this.

6. Consultant

- a) South Downtown Waterfront Initiative – Process and Outcomes Report – Draft
For information. M. Betanzo provided members with a draft “Process and Outcomes Report” prior to the meeting, noting that it will act as a technical overview of the process to date. He asked members to review the document and provide comment.

D. Moss arrived at 7:40 am.

Committee Comments

- Use more graphics in general.
- Do not include the Vision and Principles in this report (add them to the “Committee Report”).
- Provide more specific information on the Committee’s efforts to engage SFN.
- Add a section on the history of the study area.
- Add a section regarding SFN and the Douglas Treaty.
- Use graphics to illustrate the common themes between visions.

M. Betanzo will apply the above noted changes and will redistribute a revised draft “Process and Outcomes Report” by 2013-DEC-17. He asked that any further comments be provided prior to 2013-DEC-19 so that a final revised draft can be distributed by 2013-DEC-20.

- b) South Downtown Waterfront Initiative – Committee Report – Draft Outline
For information. D. Witty was unable to provide a draft outline “Committee Report”, but will provide one via email at least two days prior to the next meeting. The “Committee Report” will include the vision and guiding principles, and should be able to act as a standalone document.

A. Kjerulf arrived at 7:52 am.

Once completed, the final reports will be distributed to all participating organizations who will be asked to use them as a policy guide.

D. Witty asked members think about “action items” they’d like to see included in the “Committee Report”, such as response mechanisms for unknown change (example: consultation committee) to be discussed at the next meeting.

The two reports will be linked together via graphic treatment. In order to do this, Cityspaces will require the “Committee Report” by 2013-DEC-19. Once formatted, both reports they will be redistributed to members for a final review (after next meeting of 2013-DEC-19 but before final presentation of 2014-JAN-11).

7. New Business

- a) Guiding Principles – Draft
D. Witty distributed a draft set of Guiding Principles via email prior to the meeting. He asked Committee members to review and provide comments, noting that the final version will be presented in a graphic format. The Committee reviewed the draft principles and provided text edits.

D. Hardie left the meeting at 8:58 am. D. Moss left the meeting at 9:02 am.

D. Witty will make the revisions noted at today's meeting and redistribute the draft principles via email two days prior to the next meeting. The principles will be finalized during the next meeting.

b) Short Term Vision – Discussion
Deferred until next meeting.

c) Final Presentation to Community (2014-JAN-11) – Status Update
As noted at last meetings, the final presentation will be held on Saturday, 2014-JAN-11 at 2:00 pm at the Port Theatre. The room has been booked. M. Betanzo has drafted a media advisory which will be released as soon as possible. For the event, he will provide a set of display boards and a presentation. City staff will arrange newspaper advertising (dates to be determined at next meeting).

d) Roundtable – Check In
N/a.

e) Next Steps
N/a.

8. Next Committee Meeting

The next regularly scheduled meeting will be held on **Thursday, 2013-DEC-19** ~~Tuesday 2013-DEC-17~~ at 7:30 am the Board Room, Service & Resource Centre (411 Dunsmuir Street).

Potential dates for future meetings: 2014-JAN-07

9. Adjournment

The meeting was adjourned at 9:17 am.

APPROVED:

Chair

Date