

**MINUTES**  
**SOUTH DOWNTOWN WATERFRONT COMMITTEE**  
**TUESDAY, 2013-AUG-27 AT 8:00 AM**

**NANAIMO ECONOMIC DEVELOPMENT CORPORATION OFFICE (104 FRONT STREET)**

**Members Present:** David Witty, VIU, Chair                      Mike Davidson, NPA  
                          Douglas Hardie, SECA                      Doug Kalcsics, At-Large  
                          Sasha Angus, NEDC                      Darren Moss, DNBIA  
                          Fred Pattje, City of Nanaimo                      Dennis Trudeau, RDN

**Members Absent:** Ann Kjerulf, At-Large

**Guests Present:** Mayor John Ruttan  
                          Members of the public (1)

**Committee Support Present:** Miko Betanzo, CitySpaces  
                          Shelley Gadsden-Palmer, CitySpaces  
                          Chris Jackson, Manager of Community Planning  
                          Rebecca Tubbs, Recording Secretary

**1. Call to Order**

The meeting was called to order at 7:31 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 Committee Minutes from 2013-AUG-13 be adopted with the following changes:

- Item 6a) Bullet Point #4: **A member of** the Committee indicated that they like the name "Wellcox Junction".
- Item 6a) Bullet Point #9: The name should reflect that the Committee does not have ~~an idea of what they are doing~~ **a fixed idea of the end result.**

The motion was carried.

**4. Charrette Subcommittee**

The last subcommittee meeting was held 2013-AUG-21 to discuss ideas for a charrette. Although it had been previously suggested that a second consultant be hired to undertake the charrette process, the subcommittee suggested that CitySpaces be hired for the charrette process while being supplemented by additional urban design capability and speakers. Hiring CitySpaces to oversee the charrette would help to simplify the

process, allow for a better understanding of the content, and allow for a better use of funds.

The subcommittee will meet again to discuss the charrette process further, and will report back to the Committee at a future meeting for review and comment.

It was moved and seconded that CitySpaces Consulting Ltd. be asked to work with the Committee when preparing for and carrying out the design charrette. The motion was carried.

## **5. Correspondence, Handouts & Notices**

- a) Committee Binder Update
  - Study Area Maps – *Revised*

## **6. Ongoing Business**

- a) Chair's Report

D. Witty reported that he has attempted to contact Snuneymuxw First Nation (SFN) on a number of occasions as requested by the Committee. C. Jackson stated that SFN have advised that when they attend a meeting, it is to gather information; and that this should not be misunderstood to mean they are members of the Committee. The Committee discussed how having SFN attend meetings would only make for better and more complete conversations. As SFN have had discussions with the City, the Committee asked that the City continue to involve SFN.
- b) Follow Up Action List

For information.
- c) Tour of Study Area – Debrief

The tour was a success, with a boat provided by the Nanaimo Port Authority (NPA) and a bus provided by the Regional District of Nanaimo (RDN). Information during the tour was provided by NPA, making it interesting and informative. The Committee thanked NPA and RDN for the assistance.

## **7. Consultant**

- a) Stakeholder Engagement Strategy - Revised

For information. A revised stakeholder engagement strategy was circulated to members for review prior to the meeting. The revisions were based on suggestions made at the last meeting.
- b) Harbour Fair and Stakeholder Update

CitySpaces has been working to organize a Harbour Fair on 2013-OCT-05 in the Seaspark parking lot. M. Betanzo provided members with a draft outline:

  - Events will include a narrated bus tour, caboose climb, food trucks, information tables, "passports" and sticker art (RDN will share table with BC Transit, City will invite SFN to have a table).
  - The City will provide on-site security.

- Committee members will be asked to assist with logistics.

M. Betanzo asked members to forward their ideas (such as other organizations to be included) to CitySpaces, who will continue to work to organize the event.

c) Principles Workshop

CitySpaces explained that this portion of the meeting will be used to develop a set of high level framing principles that can be used to frame the comments and input that is received. The principles are organized into four pillars: environment, social/culture, economic, and other. Once framing principles are determined, they will be prioritized. A brainstorming session ensued.

CitySpaces will take the Committee's suggestions and present them in the form of draft framing principles for review and comment at the next meeting. It was suggested that a graphic treatment be explored to make the principles more appealing.

d) Branding Review

Based on the suggestions at previous meetings, CitySpaces provided members with a series of draft "branding" designs.

Committee Comments re Branding:

- The images used could be more inspirational.
- The map used in the flyer needs to be revised to satisfy the Nanaimo Port Authority. Ensure that the area is called "study area", and that the map boundaries are accurate.
- There is a large education component to the process. Include a statement that emphasizes the complexity of the process, identifies that constraints do exist, and provides a link to more information.

The Committee prefers the orange colored theme, asking that a variety of images be used. Cityspaces will make the revisions suggested by the Committee, and will forward to M. Davidson, D. Hardie and S. Angus for approval (second week in September). As well, CitySpaces will proceed with launching the website.

## 8. New Business

a) Roundtable – Check In

N/a.

b) Next Steps

It was determined that the next meeting would be held in the Board Room of the Service & Resource Centre (411 Dunsmuir Street). S. Angus will make a presentation at the next meeting. In addition to action items mentioned throughout the meeting,

### **9. Next Committee Meeting**

The next regularly scheduled meeting will be held on Tuesday, 2013-SEP-10 at 7:30 am in the Board Room, Service & Resource Centre (411 Dunsmuir Street).

### **10. Adjournment**

The meeting was adjourned at 9:28 am.

APPROVED:

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Chair

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Date