

MINUTES

SOUTH DOWNTOWN WATERFRONT COMMITTEE
TUESDAY, 2013-JUL-16 AT 7:30 AM
BOARD ROOM, SERVICE & RESOURCE CENTRE (411 DUNSMUIR STREET)

Members Present: Sasha Angus, NEDC
Douglas Hardie, SECA
Ann Kjerulf, At-Large
Fred Pattje, City of Nanaimo
David Witty, VIU, Chair

Bernie Dumas, NPA
Doug Kalcsics, At-Large
Darren Moss, DNBIA
Dennis Trudeau, RDN

Members Absent: Chris Good, SFN

Guests Present: Daniel Pearce, RDN
Deane Strongitharm, CitySpaces Consulting Ltd.
Miko Betanzo, CitySpaces Consulting Ltd.
Linda Allen, CitySpaces Consulting Ltd.
Members of the Public (1)

City Staff Present: Chris Jackson, Manager of Community Planning
Gord Foy, Transportation Engineer
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 with the addition of the following late item:

a) SFN Attendance:

Chair D. Witty noted that although SFN is not in attendance, they have been in contact. Their participation on the Committee is unclear at the moment. It is hoped that more information will be available at the next meeting.

3. Adoption of Minutes

It was moved and seconded that the South Downtown Waterfront Committee Minutes from 2013-JUN-25 be adopted. The motion was carried.

Item 5b) RFP for a Consultant – Update; and
Item 6F) Consultant Welcome & Introduction:

Chair D. Witty welcomed the consultants from CitySpaces Consulting Ltd. to the meeting (D. Strongitharm, M. Betanzo and L. Allen). The consultants and members of the Committee took a moment to introduce themselves to one another.

The Committee emphasized the importance of flexibility, time management and working with the Committee as an important role for the consultant.

4. Correspondence, Handouts & Notices

a) Committee Binder Update:

- Terms of Reference – *Approved 2013-JUN-25*
- Mandate & Objectives – *Approved 2013-JUN-25*
- Communications Protocol – *Approved 2013-JUN-25*

5. Ongoing Business

a) Follow Up Action List

For information. The list was reviewed.

b) Request for Proposals for a Consultant – Update

See above.

c) Tour of Study Area – Proposed Date

As discussed at previous meetings, the Committee would like a tour of the study area. It was decided that a tour would be held after the regular meeting of 2013-AUG-13. D. Trudeau will arrange for a tour bus to transport members to the site after the meeting. B. Dumas will arrange for a boat to use once on site. More information will be provided at the next meeting.

d) Charrette to be held in September 2013 – Discussion

D. Witty noted that the proposed date of September 2013 is approaching too quickly, and suggested that the charrette be withheld until the end of October. It was suggested that the event be held over at least 2.5 full days (e.g. Wednesday evening to Saturday afternoon).

It had been discussed at previous meetings the idea of hiring a separate consultant to specifically oversee the charrette process. Staff asked the Committee if they would like to obtain the consultant in the same way that CitySpaces was recently obtained - via Request for Proposals, overseen by a subcommittee. The Committee discussed the suggestion and agreed that an RFP process would be appropriate. D. Witty, D. Moss, D. Kalcsics, and A. Kjerulf volunteered to participate in the subcommittee. More information will be provided as it becomes available.

6. Presentations

e) Transportation in the Study Area

Chair D. Witty welcomed G. Foy to the meeting, who attended to give a presentation on general transportation issues in the study area. He began his presentation, which included information on existing uses / conditions, travel demand and network, future possibilities, and the idea of an intermodal transportation hub.

Chair D. Witty thanked G. Foy for attending the meeting.

f) Consultant Welcome & Introduction

See above.

7. New Business

a) Roundtable – Check In

Chair D. Witty asked the Committee if they have heard any comments or discussion in the community surrounding this initiative. The Committee has heard a few comments, but not much so far.

- What does the time frame look like for absorbing information, getting into detailed discussion? We need a better timeline for that to move forward. Need to be strategic about gathering information and scoping out the work to be done.
- How does SFN's absence affect the viability of this planning process? The Committee feels their participation is key to the process.
- Is the idea of a transportation hub firmly on the agenda, clearly defined?

b) Next Steps

Chair D. Witty noted the need to identify next steps in order to ensure the process remains on schedule.

- Identify potential use relocations, redevelopments and expansion
- What is the land use need / demand
- Explore similar transportation hubs in other communities
- Scope out a development program opportunities
- Best practices in ports
- The "givens"

At the next meeting:

- CitySpaces will put together a loose framework for discussion purposes – how can the Committee assist them? How can they assist the Committee?
- Committee members should bring their thoughts and experiences

D. Strongitharm noted the importance of considering the big picture (50 year plan) and not getting hung up on details. They need to identify high level constraints and opportunities, which dovetails into the land use / transportation, which then dovetails into the development of principles. At the end of the day, it is hoped that we would end up with three possible land use options that have different focuses.

S. Angus left the meeting at 8:45 am.

8. Next Committee Meeting

The Committee considered dates for future meetings but decided to confirm only the next two meetings at this time.

The next regular meeting will be held on 2013-JUL-30 at 7:30 am to 9:00 am in the Board Room, Service & Resource Centre (411 Dunsmuir Street).

The following meeting will be held on 2013-AUG-13 at 7:30 am to 9:00 am in the Port Authority Office (insert address). Tour of the study area to follow.

9. Adjournment

The meeting was adjourned at 8:52 am.

APPROVED:

Chair

Date