

**MINUTES**

**SOUTH DOWNTOWN WATERFRONT COMMITTEE**  
**TUESDAY, 2013-JUN-25 AT 7:30 AM**  
**BOARD ROOM, SERVICE & RESOURCE CENTRE (411 DUNSMUIR STREET)**

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

Mike Davidson, NPA  
Doug Kalcsics, At-Large  
Darren Moss, DNBIA  
Dennis Trudeau, RDN

**Members Absent:** Chris Good, SFN

**Guests Present:** Members of the Public (3)

**Staff Present:** Chris Jackson, Manager of Community Planning  
Chris Sholberg, Community & Heritage Planner  
Cindy Hall, Recording Secretary

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**1. Call to Order**

The meeting was called to order at 7:30 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-JUN-04 be adopted. The motion was carried.

It was moved and seconded that the South Downtown Waterfront Committee Minutes from 2013-JUN-11 be adopted. The motion was carried.

**4. Correspondence, Handouts & Notices**

None.

**5. Presentations**

a) Nanaimo Downtown Plan

C. Sholberg gave a presentation on the 'Nanaimo Downtown Plan' which was adopted as part of the City's Official Community Plan on 2002-MAY-27. The plan divided the downtown core into 12 character areas, and included a Vision Statement and six guiding principles. The area that the South Downtown Waterfront initiative pertains to is Area #11, Study Area #2 Southern Waterfront. The action included in

the Plan for this area was to “Prepare a concept plan and implementation strategy for this area when it is apparent that it will undergo change.”

The Committee noted that their approach will be one of exploring and determining how that articulates, recognizing that it could be several years before anything happens on the property.

They inquired whether the Downtown Plan had been reviewed on a regular basis and what its status was. Staff advised that the Plan is at the same level as a neighbourhood plan. Although it has not been formally reviewed, it does contain an implementation table, and several of its actions have been achieved. The upcoming OCP Five-year Review will address how in-depth neighbourhood plans can be reviewed.

As the Downtown Plan assists in narrowing the scope of the South Downtown Waterfront Committee’s focus, they will integrate it into background information for the work they are proposing to do.

b) South End Neighbourhood Plan

C. Sholberg highlighted information contained in the South End Neighbourhood Plan related to the waterfront. Future land use included ‘Urban Node’ supporting high density mixed use commercial/residential development, and ‘Corridor’ supporting a mix of residential, commercial, professional and service uses. Key points considered with regard to open space and connectivity, and environmental protection, were how people would access the waterfront as there presently is no legal access to the waterfront from the neighbourhood, the development of a waterfront park and waterfront walkway, and protecting the views down toward the harbour.

The Committee noted that Esplanade is one of the boundaries for the South Downtown Waterfront initiative area, but that an interface is needed to allow ideas to flow across the boundaries.

c) Transportation in the Study Area

D. Trudeau gave a presentation on the RDN transit system which is a partnership of four municipalities and four electoral areas. They each have board representatives that sit on a select committee which then forwards its recommendations to the Transit board. It has a budget of \$17 million and 110,000 hours of operating services, 3,000,000 km travelled using 15,000,000 litres of fuel. Its fleet consists of 44 buses on 20 routes, and transports 3,000,000 passengers. Their objectives are to provide transportation to key destinations, including a shuttle bus to connect BC Ferries passengers to major spots in the community. Proposed service improvements include doubling the service/ridership, doubling the number of buses to 80, and upgrading the transit exchanges. With the exchange now located on Prideaux Street, they are always seeking ways to return the exchange to the downtown.

## 6. Ongoing Business

a) Follow Up Action List

The list was reviewed. Items marked 'Done' will now be removed.

b) Terms of Reference – Revised Draft

The recent announcement of a Memorandum of Understanding (MOU) between the City and RDN was raised. The MOU indicates that a portion of the recently acquired City parcel on Port Drive will be transferred to the RDN for a transit exchange. The location and details have yet to be worked out. A concern was raised whether this predetermines an outcome of this process. It was noted that this is a good example of why a vision is required. Other land exchanges were noted including the subdivision of NPA land for SFN acquisition and the CPR land advertised for sale. These and other interests are opportunities and constraints for the Committee to consider.

It was noted that the Terms of Reference states that a transit exchange has always been a desired outcome and that this is not a new idea, or limit the ability of the Committee in their deliberations.

'Concept plan area' has been changed to 'initiative' throughout the document to address a concern of the Nanaimo Port Authority.

It was moved and seconded that the South Downtown Waterfront Committee Terms of Reference be adopted. The motion was carried.

c) Mandate & Objectives – Revised Draft

Staff advised that the timeline has been amended.

It was moved and seconded that the South Downtown Waterfront Committee Mandate & Objectives be adopted. The motion was carried.

d) Communication Protocol – Revised

Staff advised that 'Concept plan area' has been changed to 'initiative' in the document.

It was moved and seconded that the South Downtown Waterfront Committee Communication Protocol be adopted as amended. The motion was carried.

e) Request for Proposals for a Consultant

D. Moss advised that the consultant sub-committee have chosen a list of consultants to receive an RFP. The RFP will be issued 2013-JUN-27 and it is proposed the contract will be awarded the week of 2013-JUL-08. The proposals will be emailed to the Committee members who will be advised of the date and time the proposals will be reviewed. An email vote can be taken following that meeting if required.

f) Tour of Plan Area

The Committee deferred choosing the date of the tour until the next meeting when the consultant is present.

It was suggested that the tour be scheduled on a day when there is activity on the waterfront. The Port Authority representative will review the schedule of when vessels will be loading.

**7. New Business**

None.

**8. Next Committee Meeting**

The next regularly scheduled meeting will be held on Tuesday, 2013-JUL-16, at 7:30 am in the Service and Resource Centre Board Room (411 Dunsmuir Street). It was requested that discussion of the upcoming charrettes to be held in September be placed on the agenda.

**9. Adjournment**

The meeting was adjourned at 9:00 am.

APPROVED:

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Chair

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Date