

**MINUTES OF THE PLAN NANAIMO ADVISORY COMMITTEE MEETING
HELD ON TUESDAY, 2008-SEP-16 AT 5:00 PM, IN THE
BOARD ROOM, CITY HALL, 455 WALLACE STREET**

Present: Councillor Bill Holdom Darwin Mahlum
Brian Anderson Ralph Meyerhoff
Carey Avender Michael Schellinck
Chris Erb Nadine Schwager
Jane Gregory Shelley Serebrin
Ric Kelm Gord Turgeon
Shirley Lance

Staff:

Andrew Tucker Director, Planning and Development
Bruce Anderson Manager, Community Planning
Deborah Jensen Community Development Planner

Regrets: David Hill-Turner

Public: 2

1. Call to Order:

Chair B. Holdom called the meeting to order at 5:10 pm.

2. Adoption of Minutes for 2008-MAY-06:

MOVED by S. Lance, SECONDED by M. Schellinck, that the minutes of 2008-MAY-06 be adopted as presented.

CARRIED

3. Approval of Agenda and Late Items:

MOVED by J. Gregory, SECONDED by R. Kelm, that the agenda be approved as presented.

CARRIED

4. Correspondence:

No correspondence.

5. Presentations:

B. Holdom noted that the Robert Bevis had been selected as the grand prize winner of the draw for those who submitted comments to the OCP survey. R. Bevis was presented with a new bicycle, donated by Oak Bay Bikes.

R. Bevis thanked the Committee, and offered his appreciation to all the members who voluntarily attend these meetings and provide input to such an important process; he was pleased to see policies for alternative transportation in the OCP.

6. Information Items:

No information items.

Shelley Serebrin introduced as new ACE representative on PNAC.

7. Old Business:

a) OCP Update

B. Holdom noted that the OCP was adopted by Council at their meeting of 2008-SEP-08, and that the Mayor was appreciative of all the hard work undertaken by PNAC and staff.

8. New Business:

a) PNAC Terms of Reference / Membership Terms

D. Jensen distributed a list of proposed changes and gave a brief overview of proposed amendments to the PNAC Terms of Reference, as per previous PNAC recommendations.

- The PNAC and Rezoning Advisory Committee (RAC) have been combined as PNAC will be absorbing RAC in its entirety; PNAC will now review both OCP and zoning amendment applications, which may be undertaken concurrently.
- Quorum set at majority of active members.
- Clarification provided with respect to membership, its proposed expiry dates and how membership positions are filled:
 - Increase membership to 18 representatives, with Nanaimo Port Authority and Vancouver Island University each having one permanent member.
 - Development position expired 2008-JUN-30, position nominated through Canadian Home Builders' Association of Central Vancouver Island.
 - Business position to be nominated through Nanaimo Chamber of Commerce, and Environment position to be advertised in community.
 - Neighbourhood positions to be advertised in community. One position is vacant.
 - The Youth position and one Community At Large position have been advertised, with deadline of 2008-SEP-23.

PNAC commented:

- Should we be balancing Neighbourhood representation throughout Nanaimo?
- Development position should be nominated from Canadian Home Builders' Association of Central Vancouver Island (this is correct name).
- Neighbourhood positions should be referred to as Neighbourhood Associations; expect applicants to be sponsored by a neighbourhood association.
- Should continue to make attempts to have Snuneymuxw First Nation (SFN) participate on PNAC.

B. Holdom noted that Council provided with list of applicants and they will appoint from those applicants.

Bruce Anderson suggested further communication regarding PNAC could occur with SFN through the protocol committee between SFN and the City.

B. Holdom noted that he is on the protocol committee and will bring this forward at the next meeting.

PNAC commented:

- Strongly endorse including the Port Authority and Vancouver Island University as permanent PNAC representatives.
- Appropriate for PNAC to consider zoning amendment applications as they should be consistent with OCP.
- Need to ensure that OCP and zoning amendment applications are considered in context, and do not get embroiled in the details (colour, design, etc).
- Should be some form of expiry clause on rezonings.

- Should look at rezonings en masse (eg/ hospital area) instead of piecemeal approach.
- Need requirement for an alternate Chair in case of absence of the Chair.

B. Holdom noted PNAC has previously made it a practice to take OCP applications to a public meeting. The purpose of the meeting has been to better inform PNAC's recommendation to Council and to give interested parties an opportunity to express their views early in the process. Could continue this process for public meetings (OCP only) or consider that PNAC membership represents the community opinion.

PNAC commented:

- Opposed to these public meetings; public expects a certain result and PNAC are just volunteers, not elected officials.
- People want to be heard, and they may have additional information PNAC is not aware of; they need to be heard and PNAC can use this information to form a recommendation to Council.
- Public meetings should be at discretion of PNAC, but helpful to know the 'local' perspective.
- Refer to these sessions as 'public information', not 'public information meeting'. Leads to a preconceived notion that PNAC is decision maker.
- Notify neighbourhoods of PNAC meetings when considering sites in their area.
- Physical configuration of meetings could be misleading; let these information sessions allow for residents addressing both PNAC and community together.

Bruce Anderson noted that neighbourhood notification policies are contained in OCP.

B. Holdom noted that will ensure there is always a spot on the agenda for the public to address PNAC, rather than routinely scheduling public meetings. PNAC may consider holding a separate public information meeting for more significant OCP applications.

PNAC commented:

- A five year review, beginning 2013, does not allow for annual reviews.
- More important to do the work rather than constantly reviewing the work.
- Emphasis should be on reviewing other policies that support the OCP (eg/ zoning bylaw) rather than annual review.
- Would it be easier to do annual reviews – less work?
- Bill Green adopted September 2008; only 6 of 200 builders in town are certified; this is good example that we are always playing catch up.

A. Tucker noted that reviews can be lengthy and time consuming, and difficult to predict other projects that occur (eg/ neighbourhood plans). Bill 27, adopted by the Province in May 2008, must be considered and incorporated into the OCP by May 2010.

MOVED by G. Turgeon, SECONDED by R. Meyerhoff that PNAC approve the proposed PNAC Terms of Reference as amended.

CARRIED

9. Next Meeting:

The next regular meeting of PNAC is scheduled for 2008-OCT-21.

10. Adjournment:

Meeting adjourned at 6:40 pm.