

MINUTES
DOWNTOWN NANAIMO PARTNERSHIP
TUESDAY, 2006-MAY-02, BOARD ROOM, CITY HALL

Present: Bill Bestwick, Chair
Merv Unger
Doug Backhouse
Rick Hyne
Helen Phelps
Nancy Mitchell

Joy Cameron
Blake McGuffie
Bruce Barnard
Dee Klein
Camela Tang

Staff: George Hanson, Partnership Managing Director
Andrew Tucker, Manager, Community Planning
Cindy Hall, Recording Secretary

Regrets: Eileen Harakas
John Horn

Others: Diane Brennan
Jim Whiteaker

1. CALL TO ORDER

The meeting was called to order at 5:15 p.m.
Councillors Cameron and Unger were welcomed to the meeting and introductions were made. (Councillors Cameron and Unger have been appointed to the Committee for three months.)

2. APPROVAL OF AGENDA

The agenda was approved with the following additions:

- Signage at Pearson Park
- Downtown Indicators

3. ADOPTION OF MINUTES

MOVED by B. McGuffie, SECONDED by D. Klein that the Minutes from 2006-Apr-06 be adopted. CARRIED.

4. DELEGATION

The Francophone Society who were slated to appear at this meeting will attend the June meeting instead.

5. CORRESPONDENCE

None.

6. PARTNER REPORTS

a) OCQA - No report.

b) NCCA – B. Barnard advised that the NCCA have set the following issues as their priorities for consideration in 2006:

- Organizational restructuring of the DNP;
- Downtown street culture/security;

- Residential development; and
- Parking.

MOVED by B. McGuffie, SECONDED by D. Backhouse that the report be received. CARRIED.

- c) City - B. Bestwick advised that InterTech has been approved as the contractor for the NNC at a contract price of \$36.3 million.

7. PRESENTATIONS

G. Hanson and members of the Committee thanked Diane Brennan and Jim Whiteaker for their hard work and dedication while members of the DNP and presented them with gifts in appreciation.

D. Brennan and J. Whiteaker graciously accepted the Committee's words and gifts then left the meeting.

8. SUB-COMMITTEE REPORTS

- a) Arts, Culture & Entertainment – Meeting Notes from 2006-Apr-26 were considered. C. Tang highlighted ACE's priorities for 2006:

- Continue to work on the "Warm up the Plaza" and Live Site project;
- Explore options for a small performing space;
- Continue to work with the Francophone Association to move the Maple Sugar Festival downtown;
- Support the Cultural Committee to develop a public art design plan; and
- Work on the development of sculpture features for downtown.

MOVED by D. Backhouse, SECONDED by B. Barnard to receive the report. CARRIED.

- b) Business Development – Meeting Notes from 2006-Apr-20 were considered. N. Mitchell highlighted a recommendation with regard to relocating the community police station to Victoria Crescent. A lengthy discussion ensued regarding the role that station plays downtown, and what type of enforcement is actually needed.

B. McGuffie left the meeting.

A. Tucker advised that City staff are considering a safety and security model that would attempt to coordinate the various City functions that presently exist; i.e. RCMP, Public Works, Parks, Bylaw, and may also include Mental Health and Addictions. He stressed this is not another advisory committee but a coordination of existing resources.

MOVED by N. Mitchell, SECONDED by H. Phelps to recommend that the City relocate the community police station to the Victoria Crescent area, and that the function and hours of operation be reviewed. CARRIED.

MOVED by D. Backhouse, SECONDED by N. Mitchell that DNP staff and City staff prepare a comprehensive report on safety and security to be presented at the next meeting. CARRIED.

- c) Housing, Design & Development – Draft Minutes from 2006-Apr-19 were considered.

MOVED by N. Mitchell, SECONDED by B. Barnard that the Minutes be received. CARRIED.

MOVED by N. Mitchell, SECONDED by H. Phelps to recommend that the City create a bylaw to enable the establishment of a grant program to assist non-heritage property owners implement improvements, including safety and security measures. CARRIED.

d) Promotions – No report.

e) Personnel – G. Hanson advised that the Personnel Sub-committee had lost two of its members as a result of the change in DNP membership.

MOVED by N. Mitchell, SECONDED by D. Klein that C. Tang, B. Bestwick, R. Hyne and B. Barnard be appointed to the Personnel Sub-committee. CARRIED.

f) Financial – Balance Sheet as at 4/30/2006; Revenue Statement 4/28/2006; Income Statement 4/1/2006 to 4/30/2006 were considered.

MOVED by N. Mitchell, SECONDED by M. Unger that the Financial Reports be received. CARRIED.

9. OUTSTANDING ISSUES

a) Live Site - The Committee considered a report from G. Horth which advised that the use of multiple screens is being looked into, but that the large video screen in the Harbourfront Plaza is expected to be operational by the summer of 2007.

MOVED by M. Unger, SECONDED by H. Phelps to receive the report. CARRIED.

b) Street Lights - G. Hanson advised that further to the Committee's directive from the last meeting for information on current lighting levels and required standards, he was advised by City staff that the lighting levels in the Downtown are similar to other areas of the City, but without an extensive study being done, the exact levels are unknown. Discussion followed on the dilemma being faced because of the DNP's budget restraints, and because the City does not have a streetlight replacement budget.

c) Capital Budget - The Capital Plan (revised Apr.4/06) was discussed. G. Hanson will prepare a report for the next meeting outlining priorities, including funds required for façade grants already conditionally approved; i.e. \$10,000 each for 411 Fitzwilliam Street & 489 Wallace Street.

MOVED by M. Unger, SECONDED by B. Barnard to receive the report. CARRIED.

d) Staff Benefits - G. Hanson advised that he will prepare a report based on the information provided by the former DNP Treasurer for the next meeting with recommendations on the self-administrated health benefit trust program proposed for Partnership employees.

e) DNP Organizational Structure - B. Bestwick advised that as a result of the well-presented and thorough report from the DNP regarding the need for three councilors to sit on the DNP, the Mayor had appointed Councillors Cameron and Unger for a three-month period. A. Tucker added that the City is awaiting a draft constitution from the City solicitor for a stand-alone society structure for the DNP to consider.

10. NEW BUSINESS

- a) Signatories for DNP Chequing Account - G. Hanson noted that because of the Committee turnover, new signatories are required.

MOVED by M. Unger, SECONDED by R. Hyne that B. Barnard and C. Tang be designated as signatories on the DNP chequing account. CARRIED.

- b) Signage - N. Mitchell enquired why a map of the Downtown was not erected in Pearson Park during the recent improvements done there, as per the Signage Plan. G. Hanson will follow this up with Parks and Recreation. D. Klein also enquired about a sign for Bastion bridge directing tourists to Fitzwilliam Street.
- c) Downtown Indicators - N. Mitchell advised that a series of indicators was developed in 2004 and reported on for that year. She asked if a report could now be done for 2005. G. Hanson advised that it is on the Partnership office's workplan.

11. NEXT MEETING

The next regular meeting will be held on Tuesday, 2006-Jun-06 at 5:15 p.m. in the Board Room, City Hall.

12. ADJOURNMENT

The meeting adjourned at 7:45 pm.

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