

**MINUTES OF THE MEETING OF PLAN NANAIMO ADVISORY COMMITTEE
HELD ON THURSDAY, 2006-APR-18 IN THE TRAINING ROOM,
CITY HALL ANNEX, 238 FRANKLYN STREET**

Present: Carey Avender
Jolyon Brown
Stu Donaldson
Bill Forbes

Ralph Meyerhoff
Michael Schellinck
Shirley Lance

Staff

Andrew Tucker
Lisa Bhopalsingh
Dale Lindsay
Fran Grant (Recording Secretary)

Regrets: Gordon Mckinnon
David Hill-Turner
Councillor Bill Holdom
Neil McNiven

Gail Adrienne
Brian Anderson
Chris Erb

1. Call to Order:

The meeting was called to order by Acting Chair Bill Forbes at 5:10 p.m.

2. Adoption of Minutes for 2006-Jan-17, 2006-Mar-14:

Put over to the next meeting due to the lack of a quorum.

3. Approval of Agenda and Late Items:

The Agenda was approved as presented.

Late Item:

- Lack of quorum at PNAC meetings.

4. Presentation:

No presentations.

5. Outstanding Business:

a) OCP 10 Year Review Process – update

A. Tucker noted that:

- Council endorsed the OCP Ten Year Review process outlined in the report presented to PNAC at the last meeting.
- The Terms of Reference is now being drafted.
- Consultant will be selected in early June.
- Public participation phase will be held in the fall.

Comments from the Committee:

- Each Committee of Council could be given the opportunity to make a presentation on what changes they feel should be made to the section of the OCP that pertains to their mandate.

A. Tucker advised that the Advisory Committee on Environment has already approached him regarding this issue.

- The Parks, Recreation and Culture Commission's Parks Master Plan is now available as a resource.
- Should have representatives from Malaspina University-College, First Nations and the Port Authority on the stakeholder committee.

A. Tucker noted that the intent is to have these agencies represented on the stakeholder committee and that there is a Statute that First Nations and senior agencies must be consulted.

b) Departure Bay Neighbourhood Plan - update

A. Tucker noted that:

- The next key date is the Open House being held on April 27 at the Departure Bay Elementary School gymnasium starting at 7:30 p.m. This is a public information meeting and not a public hearing.
- To advertise the event, a newspaper insert is being placed in the April 22nd Nanaimo Bulletin and a press release has been sent to all media outlets.
- Information has also been posted on the City's web site.
- The main question is how large the village core should be. The neighbourhood seems to want something between the size of a Local Service Centre and a Neighbourhood Village. Three options will be presented at the open house.
- There is a ballot and comment form in the newspaper insert for those residents who are unable to attend the open house to submit their preference.

A. Tucker gave the following answers to questions from the Committee:

- Public participation has been very positive. There were approximately 150 at the planning process kick off, 120 at the December work shop, 230 at the February open house, and we are expecting up to 200 at the April 27 event.
- Feedback on the draft plan has been fairly positive.
- Walkway is still being left in the plan even though Council has put it on hold for now.
- There is concern about the village core. Residents feel if it is too large the neighbourhood will lose the opportunity for input during the rezoning process.
- Based on public feedback, a specific policy has been included that the City will refrain from planting palm trees.

Comment from the Committee:

- The Parks, Recreation and Culture Commission is always running into problems with the height of trees that have been planted on public property. It may be advisable to take this into consideration in the plan.

6. New Business:

a) Appointment of Co-Chair:

Ralph Meyerhoff noted that:

- Councillor Holdom has commented that he may not always vote the same as PNAC recommends when an item comes before Council.
- Feel that a Co-Chair needs to be able to speak to the discrepancy.

The Committee agreed with this suggestion and put it over to the next meeting when a quorum is available.

b) Rezoning Advisory Committee (RAC)

Dale Lindsay gave a brief overview of what RAC's mandate is and also noted that:

- The Committee has five members.
- It was decided that because of the close ties between the OCP and rezoning processes, that members of RAC should come from PNAC.
- Amended the Terms of Reference to reflect the Mayor's decision not to have a Council member on the Committee.
- There are currently three vacancies on the Committee.
- The Committee meets the 1st and 3rd Thursday's of the month (as needed).

Comments from the Committee:

- Need to set out how RAC interacts with PNAC. Would benefit PNAC if the RAC minutes were presented to them each month.

The Committee agreed with this comment.

D. Lindsay will send a copy of the Terms of Reference for RAC to PNAC members.

7. Late Item:

Lack of Quorum:

The Committee voiced its concern over the lack of a quorum which seems to be an ongoing problem with PNAC. It was suggested that a letter be sent to those members who regularly miss meetings.

A. Tucker advised that:

- PNAC's Terms of Reference allows the Chair to send letters to any members who miss three consecutive meetings asking them if they are still interested in sitting on the Committee.
- Could also look at changing the required number of Committee members needed to form a quorum in PNAC's Terms of Reference.

The Committee agreed that they would like to discuss this issue further at the next meeting.

8. Next Meeting:

- The next regular meeting of PNAC is scheduled for 2006-May-16

9. Adjournment:

The meeting adjourned at 5:48 p.m.