

**MINUTES**  
**DOWNTOWN NANAIMO PARTNERSHIP**  
**TUESDAY, 2005-SEP-06, CITY HALL BOARD ROOM**

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**Present**      Tom Krall, Chair  
                    Bill Holdom  
                    Bob Moss  
                    Dee Klein  
                    Jerry Pink  
                    Kathy Torhjelm

Diane Brennan  
Blake McGuffie  
Doug Backhouse  
Camela Tang  
Jim Whiteaker

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

**Regrets**        Eileen Harakas

1. CALL TO ORDER

The meeting was called to order at 5:15 p.m.

2. APPROVAL OF AGENDA

MOVED by J. Pink, SECONDED by D. Brennan that the Agenda be approved as presented. CARRIED.

3. ADOPTION OF MINUTES

MOVED by D. Brennan, SECONDED by B. McGuffie that the Minutes from 2005-Jul-12 be adopted. CARRIED.

MOVED by J. Pink, SECONDED by B. Moss that the Committee proceed In Camera at 5:20 p.m. CARRIED.

The regular meeting resumed at approximately 6:00 p.m.

4. DELEGATIONS

None.

5. CORRESPONDENCE

- a) Letter dated 2005-Aug-16 from the Design Advisory Panel to Bruce Barnard advising that the Painted Turtle Guesthouse (Commercial Hotel) will receive a Heritage Alteration Award.
- b) Letter dated 2005-Aug-16 from the Design Advisory Panel to Westside Development Ltd. advising that Grassicks Building (Earl Block) will receive a Heritage Alteration Award (Honourable Mention).
- c) Letter dated 2005-Aug-10 from Cadillac Van Isle 360 thanking the DNP for their assistance with the recent International Yacht Race.
- d) Letters re Cambie Hotel:
  - 2005-Jul-28 from Ian A. Niamath Architect to City of Nanaimo
  - 2005-Aug-09 from Gage-Babcock & Associates Ltd. to City of Nanaimo (3 letters)

MOVED by C. Tang, SECONDED by D. Backhouse that the correspondence be received. CARRIED.

T. Krall advised that the Cambie Hotel owner has contacted the original engineer with regard to working through Schedule "C".

D. Brennan explained that at a recent Council meeting, Council approved a Letter of No Objection being sent to the Liquor Control and Licensing Branch, once the applicant can verify that all Schedule "C" work is completed and submitted.

## 6. PARTNER REPORTS

a) OCQA – Minutes from meetings held 2005-Jul-20 and 2005-Aug-17.  
MOVED by D. Klein, SECONDED by B. Moss to receive the OCQA Minutes from 2005-Jul-20 and 2005-Aug-17. CARRIED.

b) NCCA – Minutes from meetings held 2005-Jun-20 and 2005-Aug-15.  
B. Moss reiterated the NCCA's concerns about retail space along Terminal Avenue, and about including a corporate name as part of the conference centre. T. Krall will invite Al Kenning and Jeet Manhas to the next DNP meeting to discuss these concerns.

MOVED by B. Moss, SECONDED by D. Klein to receive the NCCA Minutes from 2005-Jun-20 and 2005-Aug-15. CARRIED.

c) City – No report.

## 7. SUB-COMMITTEE REPORTS

a) Arts, Culture & Entertainment – Minutes from meeting held 2005-Aug-29.  
MOVED by C. Tang, SECONDED by J. Whiteaker that in response to a request from the Nanaimo Music Conservatory for a grant in the amount of \$20,000 to assist with the purchase of the building at 375 Selby Street for use as their new premises, that a letter be sent to the Conservatory advising that capital funds cannot be used to support the purchase of property not owned by the City, and also advising that the DNP is not a granting body. CARRIED.

MOVED by C. Tang, SECONDED by D. Klein to receive the ACE Minutes from 2005-Aug-29. CARRIED.

b) Business Development – No report.

c) Housing, Design & Development – No report.

d) Promotions – August 2005 Promotion and Marketing Reports.  
MOVED by J. Whiteaker, SECONDED by B. McGuffie to receive the August 2005 Promotion and Marketing Reports. CARRIED.

e) Personnel – G. Hanson advised that Anna Davidson has been hired as Administrator of the Partnership office to replace Kelly Muller who recently resigned.

MOVED by C. Tang, SECONDED by J. Whiteaker to receive the verbal Personnel Report. CARRIED.

- f) Financial – Balance Sheet and Income Statement dated 2005-Aug-31; and Financial Statements dated 2004-Dec-31. J. Whiteaker advised of adjustments to the budget.

MOVED by J. Whiteaker, SECONDED by B. McGuffie to receive the Balance Sheet and Income Statement dated 2005-Aug-31; and Financial Statements dated 2004-Dec-31. CARRIED.

8. OUTSTANDING ISSUES

- a) BIABC 15<sup>th</sup> Annual Conference 2006 – The Committee considered a report dated 2005-Aug-17 from the Managing Director.

MOVED by B. McGuffie, SECONDED by D. Brennan that the Economic Development Standing Committee be requested to commit \$2,500 from their 2005 budget to become a Gold Sponsor of the 2006 BIABC Conference to be held in downtown Nanaimo. CARRIED.

MOVED by B. McGuffie, SECONDED by D. Brennan that Camela Tang be appointed the 2006 BIABC Conference Liaison to work with the Managing Director and Conference Coordinator to help develop the character of the event and the details of hosting and quality assurance. CARRIED.

- b) Capital Plan: DNP Capital Projects Budget Projections – The Committee considered a report dated 2005-Aug-18 from the Managing Director.

MOVED by B. McGuffie to receive the Capital Plan: DNP Capital Projects Budget Projections Report. CARRIED.

Concerns were raised with regard to the lack of directional signage to the Old City Quarter, and the need for street lighting on Selby Street. G. Hanson advised that as implementation of the Signage Program continues, the needs of the OCQ will be addressed. He also noted that he would take the Selby Street lighting concern under advisement.

MOVED by B. Moss, SECONDED by J. Whiteaker that \$24,000 be reallocated from the Bastion/Fitzwilliam street lighting project to the Victoria Crescent street lighting project. CARRIED.

- c) Sub-Committee Guidelines – Deferred to next meeting.
- d) Safety/Security Working Group – The Committee considered a Concept Paper dated 2005-Aug-16. G. Hanson advised that since putting this Paper together he was advised that the Mayor is putting together a Crystal Meth Task Force to be chaired by Mike Hunter. Rather than getting two related initiatives going at the same time, he recommended that this proposal be forwarded to the Crystal Meth Task Force to include in their action plan.

MOVED by D. Brennan, SECONDED by J. Pink that the concepts and objectives of the “Concept Paper: Working Group on Downtown Safety and Security” be endorsed in principle and forwarded to the Crystal Meth Task Force for review and consideration for inclusion in its action plan. CARRIED.

D. Brennan and G. Hanson advised that they would monitor the progress of the above-noted task force in order that the DNP's concerns did not get overlooked. If any of the DNP's concerns are unable to be addressed by the task force, they will bring them back to the DNP. Diane also commented that the crystal meth problem is just one component of a much larger issue.

9. NEW BUSINESS

a) Annual Report

MOVED by B. McGuffie, SECONDED by J. Whiteaker that the 2004 Annual Report be received. CARRIED.

- b) Old City Quarter Benches – G. Hanson advised that in keeping with a previous decision to use monies in the Conversion Reserve of the capital budget to move forward on a number of small projects, it is has been requested by the OCQA that the DNP purchase and install three benches on Wesley Street and one at the corner of Selby and Fitzwilliam Streets. The benches would be the same style as what's already in the Mews, and would be installed and owned by the City.

MOVED by B. Moss, SECONDED by B. Holdom that the DNP Capital Plan be amended to allocate up to \$2,500 from the Conversion Reserve to the OCQ bench project. CARRIED.

- c) 2006 Budget – G. Hanson will distribute.

- d) Recognition of Ron Cantelon – The Committee presented Ron Cantelon with a gift and thanked him for his leadership, enthusiasm and dedication as former Chair of the DNP. They wished him well in his new MLA role.

10. NEXT MEETING

The next regular meeting will be held on Tuesday, 2005-Oct-04 at 5:15 p.m. in the Board Room, City Hall.

11. ADJOURNMENT

The meeting adjourned at 6:40 p.m.