

**MINUTES OF THE PLAN NANAIMO ADVISORY COMMITTEE MEETING
HELD ON TUESDAY, 2005-FEB-15, 4:45 P.M., BOARD ROOM,
CITY HALL, 455 WALLACE STREET**

Present: Chris Erb Shirley Lance
Stu Donaldson Gordon MacKinnon
Bill Forbes Ralph Meyerhoff
Joan Perry

Staff
Andrew Tucker
Lisa Bhopalsingh
Chris Sholberg
Fran Grant (Recording Secretary)

Regrets: Carey Avender Gail Adrienne
Neil McNiven Michael Schellinck
Councillor Diane Brennan

1. Call to Order:

The meeting was called to order by acting Chair C. Erb at 5:00 p.m.

1. Adoption of 2005-Jan-27 Minutes of the Public Meeting and Regular Meeting:

The adoption of the minutes was put over to the next meeting due to a lack of a quorum.

2. Approval of Agenda and Late Items:

The Agenda was approved as presented and there were no late items.

3. New Business:

a) PNAC Membership Renewals - including resignation of Rob Borden

A. Tucker distributed a chart showing the Committees membership terms and noted that:

- Five positions on PNAC are up for renewal in March 2005.
- Two Committee representatives from ACE and SPAC are up for renewal.
- R. Borden has tendered his resignation as a Community-at-Large member.
- K. Tully, who resigned last month, was the Business Community representative so this position will also need to be filled.
- Advertisements will be placed for the Community-at-Large representatives and memos sent to ACE, SPAC, the Vancouver Island Real Estate Board and Business Community asking them to reappoint their current representative or nominate a new one.

Comment from the Committee:

- As there is an ongoing problem with attendance, need to have new representatives who are able to attend on a regular basis.

b) Regional Context Statement (OCP Section 10) – continue acceptance.

A. Tucker advised:

- Under the *Local Government Act*, when there is a new regional growth strategy (RGS) adopted, the Regional Context Statement in the OCP needs to be renewed within two years of the date of adoption of the RGS. The RDN's RGS was adopted on June 10, 2003.
- As we are coming up to the 10 year review of Plan Nanaimo, the City is going to be asking for a "continue acceptance" until the revised OCP is ready.

4. Other Business:

a) Update on OCP Amendment Applications

A. Tucker gave a brief update on each of the proposed OCP amendments and advised that at their meeting on Feb. 10, the Planning, Environment and Development Standing Committee made the following decisions:

UCB Applications:

- 2360 – 2364 Arbot Road & 2365 Mill Road. – Support
- 6101 Pearce Road – Not Support
- 3950 Biggs Road – Not Support
- 3950 Biggs Road (Internal) – Support

External Applications:

- 1321 Island Highway – Support
- 6010 Uplands Drive – Support
- 3721 Shenton Road – Support
- 3679 - 3789 Shenton Road (Internal) – Support

A. Tucker also noted that

- the applications which are not affected by the ALR will be going to Council on Feb. 21.
- a decision on PNAC's recommendation to refund the application fee on 3721 Shenton Road will be considered by Council.

b) Neighbourhood Planning Report

Chris Sholberg distributed copies of the UBC students' report and summary and gave an overview of the summary.

The Committee made the following comments regarding neighbourhood plans:

- There will always be problems with regards to the lack of political will.
- Need a long-term funding plan.
- Some neighbourhood plans (NHP) contain far too much detail. They should deal with the issues specific to that neighbourhood and leave the general planning to the OCP.
- In some neighbourhoods, the people who run the neighbourhood association are looking out for their own interests, not those of the community at large.
- If surveys are used, you have to be very careful of how the questions are worded so that you are not accused of bias.
- Could the NHP process be standardized to a degree and not different for each neighbourhood to make the process easier?
- Public perception is that residents can control everything that happens in their little area.
- Need to rewrite the Guidebook as it is too detailed and complex.

- Boundaries of the neighbourhoods need to be set and shouldn't cover too large an area if it means there will be too many conflicting issues to address (e.g. Chase River could have had one group for the rural area and one group for their downtown).
- NHPs would help people choose where they want to live as they would know what is planned for their area.
- Have the zoning in place that fits the NHP so there are no development surprises to the residents.
- Concerned about NHPs that do not allow certain activities in their neighbourhood, such as shopping, so that residents always have to drive.
- There have been developments proposed that fit right in with the OCP but they are not supported by Council.
- Chase River's NHP is being chipped away at all the time, especially their Main Street area.
- NHPs need to be living documents open to change.
- If rezoning is done together with the NHP, there could be missed opportunities for acquiring amenities that go with rezoning applications.
- Need clear expectations of how much time it will take to do a NHP and what will come out of it.
- May be better for people from neighbourhoods that have a plan, instead of staff, to talk to neighbourhoods that want to do a plan and tell them of their experience.
- Concentrate first on neighbourhoods that are well organized and ready to start a NHP.
- Would like to have the Brechin Neighbourhood Association acknowledged in the UBC students report.
- Since adopting their NHP, the Rocky Point, Hammond Bay, Stephenson Point Neighbourhood has had a much improved rapport with City staff who now keep the neighbourhood informed on planned projects for the area.
- Does the \$60,000 set aside in the City's budget accumulate so that a plan can be done every two years?
- PNAC and Neighbourhood Network need to make sure that Council commits to NHPs.

In answer to questions from the Committee, A. Tucker noted that

- A line item for neighbourhood plans (\$60,000) has been added to the City's 2006 budget. This was put forward by Councillor B. Holdom.
- Some of the other jurisdictions that were looked at had some form of representation from their Council especially in cities with ward systems.
- Some cities place all their resources and energy into neighbourhood plans with the OCP seen as a broad umbrella.
- Cities that used the survey method found them to be expensive and time consuming which resulted in a longer time needed to complete the NHP.
- NHPs need to be easy to distribute and understand e.g. in a poster or news paper format.
- Doing a NHP would also depend on how strong the neighbourhood group is and how much expertise is available.
- A call for proposal will be sent out in September 2005 for a neighbourhood to do a NHP with the next group of planning students. They will use the model that this group of students has created.

c) PNAC Work Plan

A. Tucker noted that:

- PNAC's changes to the Terms of Reference have not been completed and will be put on the next agenda.
- He asked for comments on the work plan.

Committee members made the following comments:

- Would like community education as a priority in the work plan.
- Use budget money to get information out to the neighbourhoods, perhaps through the Neighbourhood Network (NNW).
- Would it be worthwhile for PNAC members to attend neighbourhood association meetings?
- Perhaps start by attending NNW meeting.
- Most of the public do not understand the OCP.
- With all the interest and changes in the Downtown and the New Nanaimo Centre (NNC), PNAC may need some education themselves.
- Need to be kept up-to-date on what these changes mean to the OCP.
- There has been a lot of confusion that the condos on Front Street are part of the NNC.

A. Tucker noted that:

- Public education will be a big part of the OCP 10 year review.
- He will look into having a reporter do a newspaper piece on what PNAC is about and the people who sit on the Committee and the work they do.

Comments from the Committee:

- A newspaper article would put a face to PNAC. Also list who we represent.
- Important that the public knows we are an advisory body to Council.
- We are people from the community who care enough to volunteer.
- Too much confusion between PNAC and the Friends of Plan Nanaimo.
- Most of the amendments that have been done to the OCP have been small scale, nothing significant as we are being accused of.
- Use the Committee's budget to do some of these things for public information.

The Committee decided to:

- Have an information session with the NNW to be held in conjunction with a regular PNAC meeting.
- Have a short business meeting first (4:30 to 6:00) with the information session following (6:00 to 8:00).
- May help to attract new members to PNAC when there are neighbourhood positions to be filled.
- Will begin dialogue with the neighbourhoods and let them know PNAC is on their side.
- Put this item (meeting with NNW) on the next agenda along with the work plan.

5. **Next Meeting:**

The next regular meeting of PNAC is scheduled for 2005-March-15

6. Adjournment:

The meeting adjourned at 6:50 p.m.

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