

MEETING MINUTES



MEETING **Downtown Advisory Council Meeting**

DATE March 31, 2016

LOCATION Meeting Room B

TIME 3:00 – 5:00pm

PRESENT Brenda Cassidy, Dorothe Fair, Tom Lammer, Amy Kendall, Will MacTaggart, Doug Minett, Courtney Miller, Don O’Leary , Ian Panabaker, Marty Williams

REGRETS Henrietta Coole, Emily Ferguson, Ken Hammill, Len Kahn, John Leacock, Kithio Mwanzia, Steve Kraft, Sarah Mau, Dawn Owen

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	Welcome
2	Items of Pecuniary Interest Discussion surrounding how the Committee should proceed when members have conflicts of interest in regards to certain DAC initiatives. Agreement that in the event of a potential conflict, DAC will look for direction before proceeding with an action plan. Options suggested included leaving the room for the discussion, not participating in the vote, etc. Staff to provide City material relating to pecuniary interest.
3	Approval of Agenda & Minutes No quorum; refer to next meeting. Added: Wilson mitigation planning.
4.1	Food Truck Summer Event DRO has developed a pilot based on Council direction for the 2015 Bylaw update. Staff described particulars of program development, media, payment and measurements.
4.2	DestinationNext – Downtown Working Group Request DRO provided update on DestinationNext Downtown Working Group kickoff. DRO looking for volunteers to participate in future working group meetings.

4.3	<p>April 20th Downtown Council Meeting - Baker Market Sounding and Downtown Implementation 2.0</p> <p>DRO provided update to upcoming Special Council meeting.</p>
4.4	<p>2016 Streetscape and St. George's Square Repairs and Interim Upgrades</p> <p>DRO provided update on 2016 housekeeping and public realm repairs.</p>
4.5	<p>Downtown Strategic Assessment (LWLP) Tracking:</p> <p>Sleeman Centre</p> <p>Invite Colleen Clack to a future meeting.</p> <p>Pedestrian Experience/Commercial Activity</p> <p>Invite GPS to a future meeting.</p>
5	<p>Parking</p> <p>WalterFedy was awarded the consulting work for developing both the Wilson Street Parkade and the Wilson Street reconstruction which will ensure a consistent conversation between both projects.</p> <p>DRO with Community Engagement are currently finalizing the details surrounding a 3 hour DAC meeting with WalterFedy to discuss the Wilson Street parkade / Wilson Street reconstruction project. Items to be discussed are parkade features and design options, Wilson Street reconstruction options, Norfolk pedestrian bridge replacement and Macdonell Street pedestrian island.</p> <p>A suggestion of striking a DAC subcommittee was made. Members agreed to revisit this at the next meeting to discuss participants.</p> <p>Upcoming public meetings will take place on April 21 and 26, 2016.</p>
6	<p>Adjournment.</p> <p>The meeting adjourned by consensus.</p>
	<p>Next meeting – Thursday, April 28 at 3:00pm</p>

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1	DRO Office	Next Meeting	Provide City material relating to pecuniary interest.

2	DRO Office	Next Meeting	Discuss participants for DestinationNext Downtown Working Group.
3	DRO Office	Future Meeting	Invite Colleen Clack to a future DAC meeting to discuss culture and tourism anchors.
4	DRO Office	Future Meeting	Invite Chief DeRuyter/GPS to a future DAC meeting to discuss public perceptions.
5	DAC	Next Meeting	Discuss potential of forming a Wilson Street Parkade/Reconstruction subcommittee.

DRAFT