

# MEETING MINUTES



MEETING      **Downtown Advisory Council Meeting**

DATE            April 16, 2015

LOCATION        Meeting Room B

TIME            3:00 – 5:00pm

PRESENT        Henrietta Coole, Ken Hammill, Len Kahn, Tom Lammer, John Leacock, Will MacTaggart, Ian Panabaker, Courtney Miller, Doug Minett, Marty Williams, , Steve Kraft, Dan Atkins, Kristel Manes, Emily Ferguson

REGRETS        Kithio Mwanzia, , Don O’Leary, Dawn Owen

## DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p><b>Items of Pecuniary Interest</b></p> <p>No items of pecuniary interest</p>
2	<p><b>Approval of Agenda &amp; Minutes</b></p> <p>Moved by Tom Lammer Seconded by Will MacTaggart</p>
3.1	<p><b>Downtown Parking – Cameron Walsh</b></p> <p>Cameron presented the Downtown Advisory Committee Pre-Public Consultation Sounding Draft Report to the Committee. A focus was placed on vetting the recommendations and financial strategies with the group. A very productive discussion was had in regards to the financial assumptions used to create the strategies. Due to time constraints the group agreed to schedule two additional meetings for those interested to look at the both the financials and engagement process in depth.</p>
3.2	<p><b>Communications Update</b></p> <p>Henri and Len updated the group on the topics discussed at the last communications meeting. They informed the Committee that the first issue paper created would be on parking and Len would be drafting the document. Talked further about the voice of the DAC, and possible outlets for it, newspaper/social media/website. Ian and Courtney to schedule a meeting with clerks to discuss the topic further.</p>
3.3	<p><b>Tactical/Wayfinding Update</b></p> <p>Downtown Renewal updated the Committee on the Macdonell project confirming it had been approved by engineering and would be moving forward with installation planned for</p>

	the first week of June. Request made to Marty to assist in the communication with adjacent business owners. Also informed the Committee that the wayfinding project was now in the design phase, designs to be presented at next month's DAC meeting,
<b>3.3</b>	<b>Tour of RiverHouse 18<sup>th</sup> Floor Unit</b> For those who were interested a tour was provided of one of the penthouse units at the RiverHouse.
<b>4</b>	<b>Next meeting – Thursday, May 21, 2015 at 3:00pm</b>

**ACTION ITEMS**

<b>ITEM #</b>	<b>ASSIGNED TO</b>	<b>DUE DATE</b>	<b>DESCRIPTION</b>
<b>1</b>	Courtney		Schedule additional parking meetings
<b>2</b>	Courtney		Schedule meeting with Clerks

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