

Meeting Minutes



City of Guelph

Downtown Advisory Committee (DAC)

April 18th, 2019

City Hall, Meeting Room B

From 3:00 to 5:00 p.m.

Meeting Chair: Doug Minett

Agenda Items

Item 1 – Presentation from City Clerk, Dylan McMahon

- To provide some information in regards to the current and historical mandate and terms of reference for DAC. Provide information about the role, responsibility and authority of the City's advisory committees in general.

(Dylan) Advisory committees are one piece of community engagement; open houses, online surveys, charrettes, constituent contact that councilors have – all types streamlined through council decision making process, which goes alongside city's decision making

-Concerning the mandate of committee; serves a high level role to provide advice on projects that affect the downtown, working with the chair and staff to narrow down different priorities within the broader mandate, mandate last updated 2012

-changes ultimately go to council for approval

-Committees under review; the functionality, outcome, type of advice and relevancy, within next 6 weeks looking at past terms, discussions, projects, etc.

(Doug) CIP and TIBG DAC input valuable; feedback important for development in the downtown; can't provide anything when members are reviewing completed reports, wants to know what kinds of ways Rino and consultant are leaning

(Rino) CIP program will be brought to the committee meeting, statutory meeting to be held in coordination with stakeholder meetings; DGBA to be invited, developers within the city, Rino to be providing a report for committee to look at – don't forget TIBG is a financial model established in 2010, continuing with that model and that model itself isn't changing, leaning towards commercial/residential component

(Dylan) Advisory committees function best when roles are equal on both sides, achieved through TOR, desire to get to a point when everyone is clear on what is going to come to the committee, clarity on the role/opportunity to move forward, mandate is quite broad currently, lack of specifics gives committee members and staff a lot of latitude

Item 2 – Mandate and Streetscape manual

- Members to provide information as per discussion at previous meeting

(Alastair) How do we get engaged in the documents?

-Mandate is broad; thought process is to look at that mandate and to refine it

-to come back the following months with more detailed TOR; how to be helpful going forward?
(Rino) by June we should be looking at expanding it, by Jan 20/20 report is going to council; start creating and elaborating on mandate as a group

(Dylan) currently no longer formatted terms of reference, good place to start is what the committee views their role to be, take that, discuss, return with draft then provide feedback on actual document, staff take that feedback and ultimately move forward to council with the document

(Rino) working with manager of Ec Dev to review GEDAC committee

(Doug) potential value for advisory com's is it's ongoing engagement, no point in having the committee is there's no interest in either end

(David D) Haven't put anything on paper or made any concrete decisions/recommendations due to completion of projects, mandate and TOR are critical to this group and should be next 3 month focus *request for sample TOR's

(Paul) TOR's fine, but request for more of a strategic plan for the committee, Rino can determine what stage projects are at/good candidates for upcoming agenda items based on the working list provided by Alastair

(Dylan) Tor's should be referred back to even after 5 years, should guide what's on the agendas, integral piece of how the committee functions, need that piece to allow committee to set specifics – difference between advisory committee as form of community engagement; ability to tap into specific forms of expertise; council takes results of engagement and advice from advisory committees very seriously; questions why engagement differs from staff recommendations etc

(Dylan) from governance perspective; list of ongoing projects, before talking about this you need to establish what TYPE of projects they're going to be involved in; the what and the how you're going to be involved; once you have that it refines the ongoing list of involvement; might be more beneficial to provide a strong voice to a small number of areas rather than to a larger number

*Draft TOR's created for next meeting

STREETSCAPE

(Doug) Chuck set up data place to put all marked up files; anyone wanting invitation to drop box ask for access; going to go through documents one at a time/ no way to talk about them unless you read. First of four documents is intro of underlying principles

(Paul) what's our purpose? (Doug) there are proposed designs for a number of streets; something on the table approved thus far, but if group carefully dissects it and comes up with thoughts to improve it we could pitch it to staff; main opportunity is to review the documents and suggest improvements

(David D) value in us still meeting next month; sub committees to do homework and return with next steps; desire for calendar to be put together with upcoming related dates (EA)

*Marty to give update on DGBA sub committees

*Alastair to forward agenda items to Doug and Garrett and then on to Rino for agenda creation (1.5 to 2 weeks prior to meeting)

Motion to adjourn by David N

Seconded by David D

15 mins

Next Meeting:

May 16th, 2019
3:00 – 5:00 p.m.