

**Minutes of the Downtown Waterfront
Advisory Committee Meeting Held
Friday, April 28, 2017**

Present:

Mayor McDonald, Committee Chair
Councillor Marosis, Committee Member
Councillor King, Committee Member
Gary Gardiner, Committee Member
Tracey Restoule, Committee Member
Jay Aspin Committee Member
Jamie Lowery Committee Member
David Euler, Managing Director Engineering, Environmental and Works
Adam Lacombe, Senior Capital Project Engineer
John Severino, Managing Director Community Services
Beverley Hillier, Manager of Planning Services
Kathleen Fralic, Development Planner/GAP

Regrets:

Keith Robicheau, Chief Administrative Officer

Special Advisory Committee Chair, Mayor Al McDonald, called the meeting to order at 7:30 a.m.

1. Introductions and communications:
 - The Chair welcomed Jamie Lowery and Jay Aspin to the Committee.
 - Concern was raised regarding the use of the word "implementation" in the Agenda. The Chair explained that the Downtown Waterfront Advisory Committee is only an advisory committee making recommendations to Council. The Chair recommended the removal of the word "Implementation" from the Agenda.
 - Committee members provided a summary of their interest in the Downtown Waterfront Advisory Committee.
2. Adoption of Minutes:
 - The Minutes of April 21, 2017 were reviewed and there were three amendments noted: 1. Remove "6" 2. Strike the word "formal" and 3. A word change from "only" to "any" under the Master Plan Implementation Items. The minutes were approved by the Committee with the noted amendments.
3. Adoption of the Agenda:
 - The Committee further discussed the use of the word "implementation". The Chair explained that the Downtown Waterfront Advisory Committee is only an advisory committee responsible to make recommendations to Council. The Chair recommended the removal of the word "Implementation" from the fourth item on the Agenda.
 - Committee Member, Tracey Restoule requested 5 minutes to discuss Public Art.
 - The Agenda was adopted with the noted amendments of striking the word "Implementation" from item 4 and adding 5 minutes for discussion of Public Art.
4. Master Plan:
 - a. Public Art (Process and Components of Plan)
 - Bev Hillier presented a *Draft* North Bay Public Art Policy – Background Document
 - There are a number of communities that have a Public Art Policy.
 - The key components were highlighted and the development of a Public Arts Policy is estimated to take approximately 9 months including a public consultation process.
 - We do not have a Public Art Policy?
 - No. We do not at this time.

- Would you recommend that we do this in house?
 - Yes. This is something that we could develop in house.
 - An Art Advisory Committee was formed a number of years ago and served as a buffer for the politicians. This committee had a budget and was able to manage the process quite well.
 - Are we looking at a timeline for the development of a Public Art policy?
 - Public consultation is important and would be included in this process. The timelines of 9 months is possible. Originally we were looking at 6 months however given the other priorities faced by the department we are confident that this could be completed in 9 months. If we ask the department to prepare something in 6 months this would leave other projects at risk of not being completed.
 - It is agreed that the timeline needs to be realistic. This process will take time and it should be looked at carefully. Perhaps we could set up a separate committee so that all the pressure does not rest solely with staff.
 - Has the City of North Bay garnered any funding through the Canada 150 projects?
 - Yes. Funding was received for upgrades to Veterans Field and Soccer pitch upgrades. We received \$125,000.00 through Canada 150.
 - Funding was also set aside in the amount of \$100,000.00 for 150 Activities through the Budget Process. This will assist with our first event in June which is a 2 day Armed Forces Celebration.
 - The Railway may be looking at providing some sort of long term Capital money. Staff are following up.
 - There are also funds available through Indigenous Affairs. The Ontario Arts Council also has money available.
- b. Downtown Development Handbook
- Bev Hillier presented a *Draft* Downtown Development Guide – Background Document
 - Specific for downtown initiatives, this high level document would serve as a resource for the private sector during the planning and construction of development projects in the area.
 - Is there a timeline for completion of the Guide?
 - We could do this within 2 months and this process would also include public consultation.
 - What are the boundaries of the Guide?
 - We have not decided this yet. We would use the Downtown and Waterfront Idea to focus on the core of the City.
 - What if the Official Plan changes?
 - If the Official Plan changes the Guide could be updated.
 - If façade improvements are done will this be included?
 - The Guide will include information about process, engineering and contact information.
 - This does not usually go to Council?
 - No the rules are already prescribed through the Province.
- c. Official Plan Amendment and Community Improvement Plans
- Bev Hillier presented a *Draft* Official Plan Amendment and Zoning By-Law Amendment Background Document and its' purpose.
 - This is a legal land use driven document with a long range process and policy guides and plans. It is a change management tool to direct us in how we will make decisions.
 - Are Communities required to have an Official Plan?
 - Yes. The City of North Bay has a new Official Plan which came into effect in 2012.
 - There are a variety of ways that we can complete an Official Plan Amendment.

- Do we want to begin this process? Are we prepared to make changes to our policy?
 - Changes to the Plan would assist with attracting development and reducing the amount of applications required at Council.
- This is to enable development?
 - Yes.
- The Chair highlighted that City property is not included in the Official Plan. This update could assist with development in the future.
- Where would the Committee have input into the number or specifics of the development?
 - If we want to encourage things to happen in the downtown core then we need to review and change the Official Plan,
- The North Bay Masterplan consultation recommendations are driving the discussions to reduce red tape and remove barriers to development.
- Will it reduce costs? Is intensification of downtown the purpose?
 - Yes. The changes to the Official Plan simply enable investors and business owners to expand in the downtown.
- Is there a cost with regards to the change of boundaries?
 - Yes. This will be explained more in the presentation.
- Would this include urban design guidelines?
 - Yes. I will provide examples at the next meeting.
- Any development application submitted and deemed to be complete will be reviewed under the previous Official Plan.
- This process would take approximately 6 months.
- Bev Hillier presented the *Draft Zoning By-Law Amendment Process* (Concurrent to the Official Plan Amendment - 6 months)
- Bev Hillier presented an overview of the Planning Process for Official Plan Amendment
- Bev Hillier presented the *Draft Amendment to the Community Improvement Plan –Background Document*
- Bev Hillier presented the *Draft Changes to the DIA Boundary*
- The DIA boundaries were provided and highlighted the incentives of developing within this area. (100% tax rebated)
- The Community Improvement Plan also has incentives in the rail lands. (50% tax rebated)
- Do you consider expanding and changing the boundaries and incentives for businesses in the DIA?
 - There is now approximately \$8750, 000.00 in incentives available over a 3 year period.
- For the next meeting, could staff provide a breakdown of all the recommendations by using examples? Also, could staff include the financial impact to these decisions? What are the impacts and net effect of moving the boundaries?
 - Typically we go by the application date for any changes. If we delay our recommendations to council it could impact any access to benefits achieved through these changes.

d. Recommendations to Council:

- (i) That Council directs staff to develop a Public Arts Policy within 9 months.
- (ii) That Council directs staff to develop a Downtown Development Guide.

- e. Meeting Schedule:
- The Meeting schedule will be as follows:
Friday, May 5th at 7:30 a.m.
Friday, May 12th at 7:30 a.m.
Thursday, May 18th at 7:30 a.m.
Friday, May 26th at 7:30 a.m.

Meetings may be cancelled at the call of the Chair.

Meeting adjourned at 9:00 a.m.

Mayor Al McDonald
Chair Special Advisory Committee

Judy Bechard
Deputy City Clerk