

**Minutes of the Downtown Waterfront  
Advisory Committee Meeting Held  
Thursday, May 18, 2017**

**Present:**

Mayor McDonald, Committee Chair  
Councillor Marosis, Committee Member  
Councillor King, Committee Member  
Gary Gardiner, Committee Member  
Tracey Restoule, Committee Member  
Jamie Lowery, Committee Member  
Keith Robicheau, Chief Administrative Officer  
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:**

Jay Aspin, Committee Member

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

1. Introductory Remarks:
  - No introductory remarks were made.
2. Adoption of Minutes:
  - The Minutes of May 12, 2017 were approved by the Committee.
3. Adoption of the Agenda:
  - The Agenda was adopted by the Committee.
4. Master Plan Discussion:
  - The issues regarding viewscales and how access to the waterfront can be protected will be dealt with through the Official Plan Review.
  - Is there an agreement between the City and OVR regarding the storage of the cars on the right of way? Is there something that can be negotiated with OVR regarding this?
    - Not sure if there is a written agreement. We have to meet with the OVR and this can be part of the discussion. In the past when we have asked that the cars be moved they have been very co-operative.
  - (a) Signage:
    - We would like to bring together a cross-functional team consisting of Transit, Parks, Roads, Planning, Tourism North Bay and the DIA to look at the signage issues.
    - What would the timeline be?
      - We are hoping to have a short turnaround time for this.
    - If you have signage from the 4 major access points, being Fisher, Cassells, Algonquin and Main Street West would you need to have permission from the MTO? Would this be of no cost to the City?
      - We will be conversing with the MTO and I cannot comment on the cost at this time but I do not believe that it would be free.
    - Currently you can google directions for restaurants in the downtown core. Would there be something similar for the Waterfront?
      - We can make that part of the wayfinding.
    - If you are new to the Community you may not know about the Chief Commanda can you go to the City's website to find information?
      - We may be able to geo-reference the signs.
      - By including Tourism North Bay on the team it would give us an external prospective.

- We are hoping to have some of these items in place by this Summer Season.
- (b) Main Street/Ferguson Street:
- Downtown has been divided into three areas:
    - Area A – Main from Ferguson to Fraser (area with retaining walls)
    - Area B – Remainder of Main Street
    - Area C – Ferguson Street
  - A Municipal Environmental Assessment (MEA) still needs to be completed before any work can commence.
  - An MEA provides the City with the opportunity to consult with members of the public, to have different options which might include doing nothing, refurbishing existing or replacement. It also provides a better estimate of costs of the options.
  - MEA can look at Oak Street converting to two way traffic. Infrastructure requires an MEA. It is a simplified process for streetscapes/road/sidewalk improvement.
  - The MEA would also look at stormwater issues on Main Street, active transportation (i.e. bike lanes).
  - How did the idea of two laning Oak Street come about?
    - It has always been out there. While preparing the Master Plan during public consultations the consultants found the public to be in favour of this change.
    - A Traffic Study would need to be completed this would include the benefits and the impacts of the change.
  - What would the cost of a Traffic Study be?
    - It could be in the \$20,000.00 range.
  - If this change was made would it not be pushing more traffic onto Memorial Drive?
    - That would be considered in the Traffic Study. This would be a more holistic approach.
  - Can we reach out to other communities who have done this and see what their experience was?
    - We can, but information from other communities would be situational. We would still need to complete the Traffic Study.
  - There have been massive changes on how the consumer does business. We will even need to look at the changes coming to gasoline powered vehicles. If we are really looking at a 30 year plan those changes need to be considered.
  - What would be the cost of making Oak Street a two way street?
    - The MEA would provide that information.
  - Will the MEA take into consideration accessibility issues, i.e. the removal of snowbanks?
    - Part of the MEA will look at snow removal.
    - The Age Friendly Study can also be used to look at accessibility issues.
  - The Chair reminded the Committee that the item on the Agenda is Main/Ferguson Street. We can discuss Oak Street at a future meeting.
  - The current state of Main/Ferguson sidewalks are that the brick is at the end of its life and they need to be replaced. This was put on hold until Planning had completed their study to see what came out of the Study.
  - Making a true difference in the downtown core will take more than replacing a few bricks.
  - The MEA and design has not been budgeted for and will take at least two years to complete. If it becomes a priority of Council then adjustments will have to be made to the budget.
  - The MEA will put more flesh to the project. It will provide options, estimates for the completion of the works.
  - As these plans develop and require various changes how are the stores going to manage through the construction?
    - We went through the same situation in the mid-80's we will try to mitigate this by doing the construction in phases.

- The drawing in your presentation entitled Zone B is that for Main/Ferguson area?
  - Yes Zone B is outside the area with retaining wall.
  - Zone C is between Ferguson Street and Oak Street
  - We didn't want to do a whole lot with Main Street if Oak Street is changed to a two way street.
- It is not proposed to change the buildings themselves is it?
  - No just changing the sidewalks.
- Retail must be about the experience.
- Changing the face of Main Street is there an economic development component to the plan?
  - There is a social\economical component to the MEA.
- There needs to be more messaging to the public to ensure that the public knows the process.
- We need to develop a Public Safety and Policing Policy.
- If Council said that this was a priority could this be completed in a year instead of two years?
  - No due to the regulatory timelines this project could not be completed in one year.
- Has anyone taken into consideration the changes that will need to take place at either end of Oak Street?
  - Studies will need to be done to ensure that this is completed properly. There will be consultations with business owners, citizens and City staff.

5. Recommendations to Council:

That the Downtown Waterfront Advisory Committee recommends to City Council that, City Council

- (i) Direct Staff to establish a cross functional team to identify short and medium term objectives with respect to wayfinding, including signage, to support Guiding Principles the Downtown Waterfront Area.
- (ii) Direct staff to initiate an Environmental Assessment, including a traffic study, to evaluate options for the rehabilitation of Main Street between Cassells Street and Sherbrooke Street and Ferguson Street between Main Street and Oak Street. The Environmental Assessment process will include a review of the social and economic impacts, trends and conditions that are geared to inspire and inform the evolution of the Downtown Waterfront area.

6. Next Meeting Date:

The meeting scheduled for Friday, May 26<sup>th</sup> is cancelled and the next meetings are scheduled for:

- Friday, June 2<sup>nd</sup> at 7:30 a.m.
- Friday, June 9<sup>th</sup> at 7:30 a.m.

The Committee will decide at the June 9<sup>th</sup> meeting if another meeting is required in June. The Committee would reconvene in the Fall when all of the reports have been completed. The Committee will require the approval of Council to reconvene in the Fall.

Meeting adjourned at 8:55 a.m.

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Mayor Al McDonald  
Chair Special Advisory Committee

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Karen McIsaac  
City Clerk