

COMMUNITY DESIGN ADVISORY COMMITTEE  
MINUTES

April 18, 2012

PRESENT: Mr. Fred Morley, Vice Chair  
Dr. Gaynor Watson-Creed  
Mr. Eric Burchill  
Ms. Joanne Macrea  
Mr. William Book  
Geoff LeBoutillier  
Councillor Peter Lund  
Councillor Jennifer Watts  
Councillor Lorelei Nicoll  
Councillor Jim Smith

REGRETS: Ms. Dale Godsoe, Chair  
Mr. Peter Moorhouse  
Councillor Dawn Sloane  
Councillor Sue Uteck

STAFF: Ms. Susan Corser, Project Coordinator  
Ms. Sheilagh Edmonds, Legislative Assistant  
Mr. Luc Ouellet, Senior Planner

## TABLE OF CONTENTS

|     |  |   |
|-----|--|---|
| 1.  | CALL TO ORDER.....   | 3 |
| 2.  | APPROVAL OF MINUTES.....   | 3 |
| 3.  | APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF<br>ADDITIONS AND DELETIONS ..... | 3 |
| 4.  | BUSINESS ARISING FROM THE MINUTES/DEFERRED BUSINESS                                |   |
| 4.1 | Committee Ground Rules.....  | 3 |
| 4.2 | Update on the RP+5 and Centre Plan Process and<br>Progress to date.....            | 4 |
| 4.3 | Project Timeline .....   | 4 |
| 5.  | CORRESPONDENCE, PETITIONS & PRESENTATIONS  |   |
| 5.1 | Correspondence .....   | 4 |
| 5.2 | Petitions .....  | 4 |
| 5.3 | Presentations .....  | 4 |
| 6.  | REPORTS  |   |
| 6.1 | Centre Plan Phase 1 Consultation Overview .....                                    | 4 |
| 6.2 | Centre Plan Phase 1 “Built Form Rules” Overview.....                               | 4 |
| 7.  | ADDED ITEMS .....  | 6 |
| 8.  | NEXT MEETING DATE .....  | 6 |
| 9.  | ADJOURNMENT.....   | 6 |

**1. CALL TO ORDER**

The Chair called the meeting to order at 11:12 a.m. in Halifax Hall.

**2. APPROVAL OF MINUTES**

The Chair referred to the April 11, 2012 minutes and advised that he recalled the Committee having a discussion in regard to Appendix A –Goals and Performance Measures of the Regional Plan, and there were concerns expressed about the lack of analysis in this regard. The Chair added that he felt the Committee's discussion about metrics was pertinent and that, even though there was no motion in this regard, it should be reflected in the minutes.

The Chair also suggested that at a future meeting, the Committee hold a separate discussion on metrics.

A brief discussion ensued, and the Committee agreed that a comment in regard to the Committee's discussion on the importance of metrics should be reflected in the minutes; and that at a future meeting, this item be placed on an agenda for a separate discussion.

**MOVED by Councillor Nicoll, seconded by Councillor Smith that the minutes of April 11, 2012 as amended be approved. MOTION PUT AND PASSED**

**MOVED by Councillor Nicoll, seconded by Mr. Burchill that, at a future Committee meeting, staff provide a presentation on metrics. MOTION PUT AND PASSED.**

**3. APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS**

There were no additions or deletions to the agenda.

**MOVED by Councillor Nicoll, seconded by Councillor Smith that the agenda as presented be approved. MOTION PUT AND PASSED.**

**4. BUSINESS ARISING OUT OF THE MINUTES/DEFERRED BUSINESS**

**4.1 Committee Ground Rules**

This matter had been raised at the last meeting. The Chair had suggested that the Committee may benefit from holding a team-building session. In this regard, Ms. Corser

had also suggested that it may be beneficial for the Committee to begin its mandate by establishing ground rules to follow.

Ms. Corser circulated a document. She explained that it was a set of ground rules developed by the staff team she works with and that she brought it to this meeting as example for the Committee to consider if they wished.

The Chair indicated that at the last meeting he suggested the Committee hold a team building session, but that he was thinking in terms of a session held outside the regular meeting time, and that establishing ground rules would be part of the session. He questioned the Committee members if they wanted to begin a discussion today on team building, or if they wanted to deal with it at a separate session.

Ms. Corser noted that staff have in-house resources that could assist the Committee in a team building session.

A discussion ensued and there was **general consensus to schedule a separate team building session** and that Ms. Corser would work with the Chair and Vice Chair in this regard.

#### **4.2 Update on the RP+5 and Centre Plan Process and Progress to Date**

A copy of a PowerPoint presentation entitled *HRMbyDesign The Centre Plan, Interim Report on Public Consultation* was circulated.

Ms. Corser noted that Mr. Fillmore was not able to attend this meeting and that he had planned to provide the overview. She suggested that it be deferred to the next meeting, to which **it was agreed**.

#### **4.3 Project Timeline**

Ms. Corser advised that there has been no change to the project timeline.

### **5. CORRESPONDENCE, PETITIONS & DELEGATIONS**

**5.1 Correspondence:** None

**5.2 Petitions:** None

**5.3 Presentations:** None

### **6. REPORTS:**

**6.1 Centre Plan Phase 1 Consultation Overview**

**6.2 Centre Plan Phase 1 “Built Form Rules” Overview**

Ms. Corser circulated a document entitled, *Centre Plan Phase 1 Public Comments from April 2 – April 11 meetings*.

Ms. Corser provided an overview of the series of public meetings held from April 2 to April 11. She noted that the comments from the workshop component were transcribed and provided in the circulated information. Ms. Corser also noted that staff has a database that is continually being built as people make contact and want to either provide comments or are asking for information.

Mr. Corser advised that at the meetings, feedback was received in regard to the following four questions that staff presented:

- What makes great streets?
- Does the model achieve densification while fitting well with the adjacent neighbourhood?
- Given that this area is considered for densification, what should be protected and enhanced within the corridor?
- What other design qualities should be considered?

Ms. Corser added that the next steps in the process involve:

- carrying out detailed analysis of the public feedback;
- staff will meet with the development community within the corridors for an economic test of the model;
- adjust the models based on feedback;
- develop height and street-wall maps for each block of every corridor;
- hold a second round of public consultation from April 30 – May 10.

Ms. Corser pointed out that the Committee will receive the report in June with a specific recommendation.

A discussion ensued with Ms. Corser and Mr. Luc Ouellet, Senior Planner responding to questions.

Councillor Smith noted that at one of the workshops he participated in, he was surprised at the small turnout of residents from the Windmill Road area, and he asked if he could receive a copy of the mail-out list. Ms. Corser advised that she would provide him with the list.

Councillor Watts advised that she, too, was surprised at the small turnout of residents at the workshop she attended and suggested that perhaps the actual notice the residents received may not have been attention-grabbing. She suggested that if the notice was in a format similar to a planning notice for zoning change, it might have more impact.

Referring to the mail-out notice, Councillor Lund suggested that the back of the notice should have a map of the specific area which is the focus of that particular meeting.

In response to a question in regard to clarification around the processes for the Regional Plan Review and Centre Plan Project, Ms. Corser explained that the term of the Committee is to participate in the Centre Plan project and the Regional Plan Five Year Review, adding that the Regional Plan Review will be completed by March 2013, and following this, the balance of the Centre Plan will be completed. She advised that

this fall staff will bring to the Committee a process and community engagement plan for the balance of the Centre Plan project. Ms. Corser added that at some of the Committee's meetings, the Regional Plan Review and Centre Plan project will be dealt with at the same time.

Mr. Burchill suggested to staff that when they proceed with further outreach to the public it may be helpful to provide some sort of graphic which illustrates the timelines for the Regional Plan and Downtown Plan and that can be continually referenced through the consultation piece.

A brief discussion ensued on an incentives program and Mr. Burchill advised that he felt very strongly that an incentive program has to be part of the discussion in this phase of the Centre Plan.

**MOVED by Mr. Burchill, seconded by Councillor Nicoll that a discussion of financial analysis and incentives be included as part of this process. MOTION PUT AND PASSED.**

A brief discussion ensued in regard to the public sessions and concerns were expressed that some of the round table discussions were not properly facilitated and, as a result, individuals from the development community would often dominate the discussion.

In response, Ms. Corser explained that each table was staffed with a planner, facilitator and a scribe. She concurred that there were some issues with the facilitation of the discussion and that staff were working to better prepare the facilitators. Further to this, Mr. Ouellet advised that some of the facilitators were not used to dealing with developers and did not know who they were. He suggested that perhaps at future sessions, developers and architects could be asked to identify themselves.

Additional comments in regard to the next phase of public meetings were put forward, as follows:

- Increased development will result in increased traffic—the process needs to include consideration of traffic
- There has been no discussion about parking lots
- In reference to the current development pressures in the Regional Centre, it was suggested that consideration be given to the question of 'did we create conditions that resulted in this?'
- If at all possible, have another mail-out of the next set of public meetings notice—include a map with the notice.

7. **ADDED ITEMS:** None

8. **NEXT MEETING DATE** – May 2, 2012

9. **ADJOURNMENT**

---

On a motion **MOVED by Mr. Boutillier, seconded by Councillor Nicoll, the meeting adjourned at 1:14 p.m.**

Sheilagh Edmonds  
Legislative Assistant