

COMMUNITY DESIGN ADVISORY COMMITTEE
MINUTES

June 6, 2012

PRESENT: Ms. Dale Godsoe, Chair
Mr. Fred Morley, Vice Chair
Mr. Geoff Leboutillier
Mr. Peter Moorhouse
Mr. William Book
Mr. Eric Burchill
Ms. Joanne Macrae
Councillor Dawn Sloane
Councillor Lorelei Nicoll
Councillor Peter Lund
Councillor Jennifer Watts

REGRETS: Dr. Gaynor Watson-Creed
Councillor Sue Uteck
Councillor Jim Smith

STAFF: Mr. Andy Fillmore, Project Manager
Ms. Sheilagh Edmonds, Legislative Assistant
Mr. Darcy Warren, Legislative Support

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1. CALL TO ORDER

The Chair called the meeting to order at 10:45 a.m. in Halifax Hall, City Hall.

2. APPROVAL OF MINUTES

Mr. Book pointed out that the minutes of May 16, 2012 had incorrectly noted him as present for the meeting. The Chair indicated that this would be corrected.

MOVED by Councillor Sloane, seconded by Mr. Book that the minutes of May 16, 2012 be approved. MOTION PUT AND PASSED.

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

Additions:

- 7.1 Opportunity Sites Task Force – Councillor Watts
- 7.2 Request for Presentations – Councillor Watts
- 7.3 Website Request – Councillor Watts
- 7.4 Annual Federation of Canadian Municipalities Conference and Affordable Housing Tour – Update – Councillor Sloane.

Information Items:

The Halifax Index

- Mr. Morley circulated copies of a document entitled, *The Halifax Index* to the Committee for information, noting that it was in regard to economic performance measures.

Letter from Heritage Gas

- Mr. Morley also submitted a copy of a letter dated May 15, 2012 from Heritage Gas, addressed to the Regional Planning Office in regard to the Regional Plan 5 Year Review.

The Chair requested the Legislative Assistant circulate the letter to the Committee via e-mail.

MOVED by Mr. Burchill, seconded by Mr. Book that the agenda, as amended be approved. MOTION PUT AND PASSED.

Prior to beginning the regular agenda items, Mr. Fillmore addressed the Committee to advise that he recently accepted an offer from Dalhousie University to be their Director for the School of Planning. He noted that it was a difficult decision to step away from HRM and the current important work that he, the Committee, and staff were involved with, but the position was a wonderful career opportunity which he felt he could not pass

up. Mr. Fillmore added that his last day with HRM will be July 27, 2012 and with seven weeks remaining he was confident that with the staff team in place working on the project, there would be a smooth transition.

On behalf of the Committee, the Chair expressed appreciation to Mr. Fillmore for the work he has done in contributing to the vitality and quality of the city.

Mr. Austin French, Manager, Planning addressed the Committee and provided assurance that, with the time Mr. Fillmore has allowed for transitioning, he was confident there was ample opportunity to put plans in place to carry the project forward. Mr. French noted that staff will keep the Committee updated on the transition plan as it develops.

4. BUSINESS ARISING OUT OF THE MINUTES

4.1 Forward Agenda

Mr. Fillmore circulated copies of a document entitled CDAC Forward Agenda.

The Chair referred to the submitted document and indicated that it provides a timeline of CDAC meeting dates and key project milestone dates. She advised that in reviewing past Committee minutes, members have raised a number of topics which they would like to explore, such as a strategy for densification, and she suggested that the Committee slot this and other issues in their upcoming agendas. The Chair also noted that when the Committee holds a teambuilding session, it may be effective to use one of these topics as a source for the session, as it will provide a realistic connection to the work the Committee is going to do.

Mr. Fillmore reviewed the Forward Agenda and indicated that, with staff currently focusing on the Centre Plan report, he was proposing that the Committee take a break from meeting every two weeks and cancel its June 20 meeting.

Mr. Fillmore noted that critical dates in the Forward Agenda were: July 18 when it is proposed that the RP+5 staff report will be submitted to CDAC for final approval; and, in order to adhere to the established timelines, staff were recommending that the August 15 CDAC meeting be rescheduled to August 8 for a meeting to consider final approval for the Centre Plan Phase 1 staff report.

In response to a question, Mr. Fillmore advised that the Community Design Advisory Committee's July 4 and 18 meetings would deal mostly with the RP+5 staff report. He also noted that, given the timelines, it will require the Community Planning and Economic Development Standing Committee to hold an extra meeting in August (August 16) to deal with the Centre Plan Report, as the August 9 meeting of the Standing Committee will deal with the RP+5 staff report.

In response to a question, Mr. Fillmore advised that staff's intent is to eventually provide the entire compilation of raw comments from the public to the committee and to also put it online.

Councillor Watts noted for the record that residents are concerned about the fast pace of this process and there is a very strong concern about what is happening over the summer. She indicated that she supported taking a second look at the projects and processes and timelines to see if they are realistic.

Mr. Fillmore advised that in September the focus will turn to phase 3 of the public engagement process for the RP+5 review, with seven public engagement sessions planned. In November and December the Committee will deliberate on the RP+5 staff report.

At 11:20 a.m. Ms. Joanne Macrae entered the meeting.

Mr. Fillmore responded to questions.

A discussion ensued and Councillor Watts pointed out that Councillors will be quite busy this fall with numerous events, as well as being involved with events associated with the election, and she questioned if it was possible move out the timeline for the RP+5 review.

In response, Mr. French advised that any process can change, however, the deadlines staff has are tied to their current budget, and there has been strict allocation of resources to the projects. He indicated that there was the possibility of postponement to late spring but cautioned that it would challenge the success of the project.

A brief discussion ensued and the majority of members agreed that the projects should keep to the current timelines that have been set, but that communication and engagement strategies should be ramped up. The Chair added that there has to be corporate-wide support for these projects and to provide additional resources, if required, to achieve the objectives.

MOVED by Councillor Sloane, seconded by Councillor Nicoll that the Community Design Advisory Committee supports the established timeframes for the RP+5 and Centre Plan Projects and recommends that the communication and the engagement strategies be ramped up. MOTION PUT AND PASSED.

Mr. Fillmore pointed out that the RP+5 and Centre Plan processes were running concurrently, however, once the Centre Plan Phase 1 was wrapped up, the staff working on that aspect will then move over to the RP+5 which will, in effect, double the staff on the project.

4.2 Team Building

The Chair advised that she and Mr. Fillmore met with a potential teambuilding facilitator to discuss holding a session for the Committee, and his suggestion was for two half-day sessions.

A discussion ensued and concerns were expressed about the cost and time required for a teambuilding session. **It was generally agreed** that the teambuilding session should proceed provided that a majority of members would commit to attending.

The Chair indicated that she would follow-up on this matter in regard to dates, cost of the session, and attendance and get back to the Committee.

At 11:45 a.m. Mr. Morley retired from the meeting.

The Chair referred to the previous discussion on the Forward Agenda and advised that it would be appropriate for the Committee to confirm proposed changes by a motion.

MOVED by Mr. Book, seconded by Councillor Sloane that the August 15 meeting of the Community Design Advisory Committee be rescheduled to August 8. MOTION PUT AND PASSED.

MOVED by Councillor Sloane, seconded by Mr. Book that the Community Design Advisory Committee request the Community Planning and Economic Development Standing Committee hold a special meeting on August 16, 2012 for consideration of the Centre Plan Staff Report. MOTION PUT AND PASSED.

MOVED by Mr. Book, seconded by Councillor Sloane that the June 20, 2012 CDAC meeting be cancelled. MOTION PUT AND PASSED.

5. CORRESPONDENCE, PETITIONS & DELEGATIONS

5.1 Correspondence:

Correspondence was submitted from the following:

- Labi Kousoulis
- Danuta Snyder
- Candace Stevenson

Councillor Sloane noted that, this morning, Heritage Trust sent an e-mail to the Councillors requesting permission to provide a presentation.

The Chair pointed out that the Committee had previously made a decision in regard to requests for presentations, and noted that one request was denied.

Mr. Fillmore noted that staff have met with the Heritage Trust through the process and have received their comments with regard to the Centre Plan.

MOVED by Mr. Book, seconded by Mr. Burchill that, in accordance with the Committee's policy the request for presentation by Heritage Trust be declined.

Councillor Watts advised that the request from Heritage Trust is to make a presentation to the Committee after the staff recommendations are made public.

A discussion ensued and concerns were expressed that permitting the presentation would be precedent setting, and that in order for the Committee to be open and transparent, it would then have to allow any further presentation requests.

Mr. Fillmore advised that staff have detailed information from this group, and noted that their next avenue would be the public hearing, when they can provide their comments to Regional Council.

The Chair advised that the Committee previously approved a policy with regard to presentation requests and that the Committee should stick to this. She pointed out that staff has received information from those groups and individuals requesting presentations; as well, they have participated in the public meetings.

MOTION PUT AND PASSED.

5.2 Petitions: None

5.3 Presentation: None

6. REPORTS:

6.1 RP+5 Update

Mr. Fillmore provided an update to the Committee on development of the staff report. He advised that the report being drafted on RP+5 will be broken out into four sections, as noted below:

- scope and promised deliverables
- a look back on the communication and engagement process
- high level summary of research of 25 topic areas
- policy direction

Mr. Fillmore also noted that the report is 20 pages and that it contains an appendix of every public comment staff have received and heard and each comment has been placed under one of the five guiding themes of RP+5. He added that when the report comes before the Committee, the recommendation the Committee will be considering will be on high level policy direction.

In response to a question by Councillor Watts on whether the raw data of public comments will be available on the website, Mr. Fillmore advised that it will, and will done once staff finalize the report.

6.2 Centre Plan Update

Mr. Fillmore provided an update on the Centre Plan. In his remarks, he reviewed the maximum height, streetwall height, and land use revisions to the 11 corridors staff have made in response to feedback received from the second public engagement sessions and developers' forums. Mr. Fillmore and Mr. French responded to questions.

Councillor Watts asked staff to send out information to the Committee on the CCDD zone.

In response to a question by Councillor Watts, Mr. French advised that staff is currently working on the 3-D modelling for the website; however, because this work is time consuming, not all sites will be illustrated. He indicated that they will do as many as they can but if there were specific sites the Committee were interested in, to advise staff as soon as possible.

In response, Councillor Watts advised that she would like to see the Young/Robie Corridor and Robie\Quinpool flagged for 3-D modelling.

In concluding the discussion, the Chair advised that as the Committee works its way through the Centre Plan, it would be helpful to see any plans for green spaces.

7. ADDED ITEMS

7.1 Opportunity Sites Task Force

Councillor Watts advised that she added this item because she was wondering if the Task Force was still active.

Mr. Fillmore advised that the Opportunity Sites Task Force was comprised of staff and was created to look at opportunities on publicly owned sites, and report to Regional Council. He cited the Sisters Parking Lot sites, off Queen and Clyde Streets in Halifax as an example of a site the Task Force dealt with.

The Chair questioned if the Task Force would be applicable at this point in this process to any of the pieces around the corridors, particularly St. Pat's High School and the Bloomfield Centre.

Mr. French responded that the Bloomfield site would be an applicable candidate, but with the St. Pat's High School site, staff was not looking at a process at this time. Mr. French advised that he would speak with staff in Public Works and Infrastructure and

discuss providing updates to the Committee as they deal with municipally-owned properties.

Councillor Watts questioned under which circumstances the Opportunities Sites Task Force would be used, and who makes the decision about its application. Councillor Watts advised that she raised this matter because she believed it is good idea to consider putting Young and North Streets into a CCDD, and she wondered if there were other tools to enable looking at other properties that are either in HRM's possession or will shortly be in HRM's possession.

The Chair asked Mr. French to look into this matter and come back with a response.

7.2 Request for Presentations – Councillor Watts

This was addressed earlier in the meeting, under item 5.1.

7.3 Website Request – Councillor Watts

This was addressed earlier in the meeting, under items 6.1 and 6.2.

7.4 Annual Federation of Canadian Municipalities Conference and Affordable Housing Tour – Update – Councillor Sloane.

Due to time constraints, Councillor Sloane advised that she would provide her update at the next meeting.

8. NEXT MEETING DATE

A motion was passed earlier in the meeting (see page 6) to cancel the June 20, 2012 meeting. The next meeting is July 4, 2012.

9. ADJOURNMENT

The meeting adjourned at 1:07 p.m.

Sheilagh Edmonds
Legislative Assistant