

Citizens' Advisory Panel

Date: Monday, December 16, 2010
Time: 7:30 to 8:30 AM
Place: Victoria City Hall – Committee Room 1

MEETING NOTES

Attendance

Members: Cara Segger, David Cubberly, Jim Kerr, Sid Chow, Andrew Turner and Margaret Lucas
Staff: Peter Sparanese, (Chair), Mike Lai, Dwayne Kalynchuk, Chaz Whipp, Kristin Quayle, Allison Ashcroft and Howard Markson
Sherri Andrews (recording secretary)

1. Agenda and Call to Order

Peter Sparanese called the meeting to order at 7:35 am. There being no additions to the Agenda; it was adopted as circulated.

2. Minutes of the Meeting held on November 15, 2010

The Minutes of the Meeting held on November 15, 2010 were approved as circulated.

3. Review and Adoption of Revised Terms of Reference

The group reviewed the new draft Terms of Reference which have been revised to incorporate the formation of the project charter. The ToR also mention the addition of two new Panel members, Bill Larkin and Travis Lee, both of whom anticipate attending the next meeting planned for mid-January at which time the draft project charter will be ready for review.

It was noted that Dr. Francis Hartman has been retained by the city to serve as a project advisor. Dr. Hartman conducted a workshop with staff to begin the project management process; those who attended commented on the great value of that exercise. It is intended to introduce Dr. Hartman to the Panel at the next meeting in mid-January.

4. Moving Forward

It was recommended that this infrastructure project be rebranded as an *urban design project* to recognize the impact this project will have on both the gateway to the City core from Vic West and, the exit from the City onto the trans-Canada

trail. It was also recommended that a walk about on either side of the bridge to re-orient the Panel members to that portion of the project be scheduled for the new year. The importance of not losing sight of the value of the cycling and walking trailheads once the design and construction of the bridge begins was emphasized.

5. Adjournment and Date of Next Meeting

It was agreed that the next meeting would be held in mid-January.

The meeting adjourned at 8:30 a.m.

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