

Citizens' Advisory Panel

Date: Tuesday, September 20, 2011
Time: 7:30 to 8:30 AM
Place: Victoria City Hall – Committee Room 1

MEETING NOTES

Attendance

Members: Don Prittie, David Cubberley, Sid Chow, Andrew Turner, Travis Lee, Iain Russell, and Margaret Lucas
Staff: Peter Sparanese (Chair), Katie Josephson, Mike Lai, Deb Day, Allison Ashcroft, Chaz Whipp, Bridget Frewer
Sherri Andrews (recording secretary)
Guest: Joost Meyboom, MMM Consulting; Ken Larsen, Sharpe and Diamond, Landscape Architects and Bill Larkin, Project Advisor

1. **Call to Order**
Approval of the Minutes of the Meeting: August 23, 2011
Approval of the Agenda

Peter called the meeting to order at 7:30 am. There being no additions to the Agenda, it was approved as circulated. The Minutes of the Meeting held on August 23, 2011 were also approved as circulated.

2. **Building Deconstruction and Tender**

The deconstruction of the building located at 203 Harbour Road is underway, commencing with the interior. It is expected that the webcab will be operational in time for the work to start on the exterior.

The tender for the pre-qualifying stage, including decommissioning the rail bridge and relocation of the Telus duct is ready to be issued.

3. **Heritage Documentation and Webcam**

Webcam: as reported in previous item.

The heritage and architectural photography of the bridge is complete. Next steps are to establish the best use of this large compilation of photographs.

4, Design Principles

Round table introductions were made for Ken Larsen, who is part of the design team from Sharpe and Diamond, Landscape Architects.

Ken took the group through a powerpoint presentation of the design, noting that most of the comments made at the JSB-CAP meeting on August 23, 2011 have been incorporated. He noted that design has evolved based on the project's guiding principles that also support the concepts in the Downtown Core Area Plan.

ACTION It was agreed that the group will convene a workshop and include pertinent members of the planning staff to review the design principles in order that the final design is cognizant of any planning implications. An on-site visit will form part of the workshop's agenda.

ACTION Follow up at the next meeting of the JSB-CAP accordingly.

5. Engagement Plan

Katie Josephson provided an overview of the City's public engagement plan that will guide the process in conjunction with the project schedule from September 2011 to December 2012. The key is to provide timely updates and to work with stakeholders to mitigate construction impacts.

6. Other Business

- Council Update

Council will be provided with a quarterly update at the GPC on October 6th; the next update is slated for January 2012.

7. Adjournment

There being no further business, the meeting was adjourned at 8:35 am.