

Citizens' Advisory Panel

Date: Tuesday, June 5, 2012
Time: 7:30 to 8:30 AM
Place: Victoria City Hall – Committee Room 1

MEETING NOTES

Attendance

Members: Iain Russell, David Cubberley, Richard Linzey, Andrew Turner, Don Prittie
Staff: Peter Sparanese (Chair), Mike Lai, Dwayne Kalynchuk, Bridget Frewer, Doug Demarzo, Brad Dellebuur
Laura Baker (recording secretary)
Guests: N/A

1. Agenda and Call to Order

Peter called the meeting to order and added that the first item of the agenda be a review of the previous meeting's minutes. Laura circulated the minutes from the March 13th meeting and they were adopted.

2. Update on Council Report

Peter provided an overview of the report being given to Council. He reviewed the following items from the report:

- where the City is at with the RFQ/RFP process;
- the deadline for the indicative price submission from the three shortlisted proponents;
- the final selection date (September/October);
- the role of the Fairness Monitor;
- the role of MNP (auditors retained to ensure project costs are coded properly).
 - o Audit reports will be posted publicly on the website.

In addition, a further review of the risks will take place to identify how old ones have been mitigated and if there are any new risks. Any legal risks in nature will be addressed with Council in a closed meeting.

3. Information on the Open House

On Saturday, June 9th from 10:00 am to 3:00 pm, the Delta Ocean Pointe Resort will hold an open house on the JSB Project. Bridget provided an overview of what will take place at this event. The workshop will be a drop-in format with the opportunity for discussion with staff. Staff will collect this information and make a list of what the communities' priorities are. Updated plans will be made based on priorities.

Another session will take place in July. Feedback from the open house will be shared at this time to show what ideas from the community can or cannot be incorporated. Another CAP meeting will be scheduled prior to this public follow-up session. CAP members were invited to attend the open house.