

MEETING MINUTES



MEETING **Downtown Advisory Council Meeting**

DATE January 22, 2015

LOCATION Meeting Room B

TIME 3:00 – 5:00pm

PRESENT Henrietta Coole, Ken Hammill, Len Kahn, Tom Lammer, John Leacock, Will MacTaggart, Dawn Owen, Ian Panabaker, Courtney Miller, Doug Minett, Karol Murillo, Marty Williams

REGRETS Emily Ferguson, Kristel Manes, Kithio Mwanzia, Don O’Leary

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	Welcome New and returning members were welcomed to the Committee and thanked for volunteering their time to the DAC.
2	Items of Pecuniary Interest No items of pecuniary interest
3	Approval of Agenda No previous agenda to approve
4.1	Introductions Each member provided an introduction detailing their background/work experience and their interest in the DAC.
4.2	Election of Executive DAC is an advisory committee to Council which: (1) assists in moving Downtown initiatives forward by providing insight and strategy and; (2) acts as a strategic board to the Downtown Renewal Office (DRO) The responsibilities of the Chair were detailed as follows: (1) Works closely with Mayor, senior staff and/or Council to assist the DRO in broadening the knowledge and scope of downtown initiatives (2) Assists with the communication of DRO priorities/initiatives to City Hall, Council

	<p>and the City as a whole (3) Actions identified priorities/initiatives and monitors the progress throughout City Hall</p> <p>Group consensus that time commitment and public presence are two elements that need to be weighed heavily when considering whom the Chair is.</p> <p>Proposed to the group that Doug and Tom remain Chair/Co-Chair for a term of two years. During this two year term, task/project-based subcommittees will be established with a lead being determined for each. Communications messaging will be guided through to the Chairs.</p> <p><u>Ken Hammill moved that "Doug Minett and Tom Lammer be re-appointed as Chair/Co-Chair for a two year term effective January 2015"</u></p> <p><u>Approval of DAC Chair/Co-Chair</u> Moved by Ken Hammill Seconded by John Leacock</p>
4.3	<p>Guest Members and Emeritus Proposal(s)</p> <p>Group consensus that invitations to attend regular monthly meetings/appropriate subcommittee meetings be extended to Steve Kraft (CEO, Guelph Public Library) and Barb Kelly (Executive Dean, Academic Administration, Conestoga College)</p> <p>Group consensus that an invitation for Emeritus status be extended to Barbara Turley-McIntyre.</p>
4.4	<p>DRO History and Timelines</p> <p>A presentation entitled "Introduction & Update from the Downtown Renewal Office" was made by Ian Panabaker that outlined activities, milestones and the future work plan for Downtown Renewal.</p>
5	<p>Next meeting – Thursday, February 19, 2015 at 3:00pm</p>

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1	Ian Panabaker		Extend invitation to Steve Kraft, Barb Kelly and Barbara Turley-McIntyre to attend meetings in a guest/Emeritus role