

**Location**

Menesetzung Room and Virtually  
9:00 am

**Attendees**

Trevor Bazinet	Janice Hallahan	Vicky Culbert - BIA Appointment
Randy Carroll	Sean Thomas	Heather Boa – Chamber of Commerce Appointment
Allison Segeren	Andrea Fisher	Christopher Spaleta – Citizen Appointment
	Dennis Elliott	Jennifer Hachler – GSP
	Dale Erb	Raj Mohabeer - GSP

**Others Present: John Thompson**

**Minutes**

1. Mayor Bazinet opens the meeting.
2. Approval of Agenda  
Moved by: Chris Spaleta  
Seconded by: Councillor Segeren

That the November 21, 2023, agenda be approved as circulated.

CARRIED

3. Adoption of Minutes  
Moved by: Councillor Segeren  
Seconded by: Heather Boa

That the November 7, 2023, minutes be approved as printed.

CARRIED

4. The group contributes to a discussion around the Charrette week:

Advertising

- Completed via. website, notice mailout (Canada Post), notice hand deliveries, notice postings, email circulations to BIA/Chamber members, website, news release, radio ads, and social media.
- Additional postering can be completed by others as desired (Chris and Vicky will post at Library, Zehrs, etc.)
- Heather will remind BIA/Chamber members.
- Town looking into why some residents may not have received their mail-outs.

- The County will be contacted and advised of Charrette.

#### Venue

- Randy confirms that Legion is booked from 8:00 a.m. on Tuesday, November 28<sup>th</sup> to 8:00 p.m. Friday, December 1<sup>st</sup>.
- Coffee and refreshments will be provided.
- BMROSS/GSP will arrive Tuesday morning to set-up. Others can join if available. Dale to provide Randy with layout.
- BMROSS will bring projector and screen.
- Signs will be posted to direct attendees for the week.

#### Charrette Schedule

- Schedule was briefly discussed.
- It was agreed that the Town would send out email invites to the Council members, Town staff, Town Committees, BIA, Chamber, and County staff for the "Walking Tour" scheduled for the Tuesday. Town will coordinate lunch.

#### Virtual Streaming

- It was noted that virtual streaming for the week long Charrette is not possible

5. Dale, Dennis, and Sean spoke to the possible limits of construction/design. The limits are pending based on infrastructure connections, financial impacts, and transition restrictions. It was confirmed that the extent of survey work is to the back of the buildings along each "spoke".
6. Dale confirmed that it is too early in the process to be able to provide any probable cost figures for the work.
7. Date for the next meeting is set for Monday, December 11<sup>th</sup> at 9:00 am in the Menesetung room. The main purpose includes Charrette summary and next steps.
8. Adjournment  
Moved by: Vicky Culbert  
Seconded by: Councillor Segeren

That the Rebuilding Downtown Infrastructure Task Force does now adjourn at 9:35 am.

CARRIED

Meeting Minutes prepared by D. Erb

Circulation to all invited Attendees