

**Location**

Menesetung Room  
1:30 pm

**Attendees**

Trevor Bazinet  
Randy Carroll  
Allison Segeren

Janice Hallahan  
Sean Thomas

Vicky Culbert - BIA Appointment  
Christopher Spaleta – Citizen Appointment

Dennis Elliott  
Matt Pearson  
Dale Erb

Mark Zuzinjak – GSP  
Raj Mohabeer - GSP

Absent: Andrea Fisher, Tabatha Fisher, Jennifer Hachler

Others Present: John Thompson

**Minutes**

1. Mayor Bazinet opens the meeting.
2. Approval of Agenda  
Moved by: Vicky Culbert  
Seconded by: Councillor Carroll

That the February 20, 2024 agenda be approved as circulated.

CARRIED

3. Adoption of Minutes  
Moved by: Councillor Segeren  
Seconded by: Councillor Carroll

That the December 11, 2023, minutes be approved as printed.

CARRIED

4. It is noted that Tabatha Fisher the new Huron Chamber of Commerce member appointment to the Task Force, replacing Heather Boa.
5. GSP (Mark and Raj), present a summary of their February 2024 draft report including discussion focused on the concept plan and the key elements of the plan:

- Typical cross section – interior parking, 2 lanes traffic, angled parking, utility corridor, planters/trees/vegetation, and pedestrian/dining/retail corridor;
    - Planters are elevated to protect against salt and to provide seating;
    - Trees around exterior will require appropriate soil volume;
  - Reverse parking – concept will allow either front or reverse parking – the decision will not impact the design concept;
  - Pedestrian conflicts significantly increased with a cycle or multi-use lane suggesting a shared road is more favourable;
  - Vehicle turning movements require two intersection configurations. Large wheel based vehicles accommodated at West, Kingston, and South;
  - Generous crosswalks / sidewalks;
  - Potential for open seating at intersections;
  - Surface materials: ultimately detailed design element – factors to consider include cost, maintenance, colour, AODA requirements;
  - Some loss of parking around exterior due to new geometry. Increased parking on side streets can be gained through 90 degree parking (similar to Bayfield Main Street);
  - Dining opportunities exist in the plan. Currently focused at intersections but can be modified through final design process;
  - Wayfinding and art can be considerations;
6. The group contributes to the discussion around detailed design including the following:
- a. Concept flexibility. It was noted that the concept can be manipulated through the design process.
  - b. The design process needs to consider both short and long term maintenance for both hard surfaces and plant material.
  - c. Materials will be an important consideration.
  - d. Meetings will be held with the Huron County Accessibility Advisory Committee to review the plan and obtain input related to accessible parking locations.
  - e. The Town may wish to consider developing a Parking Management Strategy through a study process.
7. Matt leads the group in a discussion focussed on earlier brainstorming sessions with the Task Force. Some of the factors that the group saw as being important considerations for the project included the following:
- a. Maintenance of the overall Square geometry as it relates to: overall feel, vibrant Heritage, and octagon shape.
  - b. Ability to attract both residents and visitors.
  - c. Safe overall space - pedestrian friendly
  - d. Improving the retail environment
  - e. Providing promenade space
  - f. More off-street parking
  - g. Narrower roads
  - h. Active transportation considerations
  - i. More trees on the outside of the Square, increase shade, reduce heat.

8. The group contributes to a question answer period including items related to the following:

Q. Can other intersections be designed for larger wheel based vehicle, e.g. North Street

A. Flexibility exists in the concept.

Q. Inquiry related to functionality of design.

A. Overall concept considered design elements for vehicle, pedestrian, and AODA requirements.

Q. Can the quantity of trees and planters be modified to allow further consideration for maintenance activities (i.e., snow plowing, etc.).

A. Yes, there is flexibility through the design process.

Q. Are the removable/portable planters (especially at the corners) something that is being considered.

A. They can be.

Q. It appears that the planters may consume space that could be used for patios and pedestrian traffic. Additionally, business owners are concerned about trees blocking their store fronts and business signs.

A. It is possible that the location of planters can be altered to provide increased gap areas for dining and other uses through the detailed design stage. Trees can be selected with canopies appropriate for store front settings.

9. There was general agreement that the GSP Report be delivered to Council on April 8<sup>th</sup> and include costs for consideration. There was agreement to have BMROSS, along with support from GSP, prepare a report to Council including costing for two different concepts. The report to Council should contain a summary of the GSP report and include discussion around elements that need to be considered through the final design stage (e.g., material selection, accessibility requirements, and maintenance and operational impacts). The costing scenarios to be considered include:

a) The replacement of what exists now in the way of infrastructure and surface features.

b) The concept as presented in the GSP report.

This will define the incremental cost difference of upgraded/new features of the design. The Report is to be provided to staff by April 2<sup>nd</sup>.

Following discussion;

Move by: Councillor Segeren

Seconded by: Vicki Culbert

That BMROSS work with GSP to define two concepts, including cost estimates, for the Rebuilding Downtown Infrastructure Project;

And that one concept be the replacement of the status quo;

And that the second be the implementation of the GSP landscape report;

And that the two concepts be presented to Council on April 8<sup>th</sup>, for direction as to the final design.

CARRIED

10. Councillor John Thompson (as a meeting observer) spoke to the group regarding the overall concept and the future presentation to Council.

11. Date for the next meeting is set for Tuesday, April 16, 2024 at 1:30 pm in the Menesetung room.

12. Adjournment

Moved by: Councillor Carroll

Seconded by: Christopher Spaleta

That the Rebuilding Downtown Infrastructure Task Force does now adjourn at 2:15 pm.

CARRIED

Meeting Minutes prepared by D. Erb

Circulation to all invited Attendees