



TOWN OF STRATHMORE
Downtown Design Review Committee
Council Chambers at 5:00 p.m.
May 15, 2018

APPROVED MINUTES

IN ATTENDANCE:

BOARD MEMBERS

GLEN FREELAND-Chairperson	PUBLIC MEMBER
BRANDY HEBBES	ARTS REPRESENTATIVE
MICHAEL FIELD	PUBLIC MEMBER
KEVIN MUENCHRATH	PUBLIC MEMBER
LINDSAY POLLEN	PUBLIC MEMBER
JASON MONTGOMERY	COUNCILLOR

RECORDING SECRETARY

DEBRA HEEMERYCK	ADMINISTRATIVE CLERK
-----------------	----------------------

STAFF MEMBERS

CHUCK PROCTER	PLANNER
---------------	---------

REGRETS

LORRAINE BAUER	COUNCILLOR
----------------	------------

1. CALL TO ORDER

Glen Freeland called the meeting to order at 5:00 PM

2. CONFIRMATION OF AGENDA

2.1 Adoption of the May 15, 2018
DDRC Agenda

Resolution #004.05.18

Moved by Jason Montgomery
THAT the Committee adopt the Agenda of the May 15, 2018 DDRC
Agenda with the following addition.

6.4 Downtown Awards

CARRIED

3. CONFIRMATION OF MINUTES

3.1 Adoption of the January 16, 2018
DDRC Minutes

Resolution #005.05.18

Moved by Jason Montgomery
THAT the Committee adopt the Minutes of the January 16, 2018
Downtown Design Review Committee Meeting minutes as presented.

CARRIED

4. UNFINISHED BUSINESS

4.1 Terms of Reference Discussion

Chuck reviewed the Terms of Reference and we are seeking to go to council with this draft. Suggested bringing in the history and the culture into the terms of reference. Could broaden items 6 or 7 with historical reference.

Chuck to touch base with the Western district historical society before adding.

Resolution #006.05.18

Moved by Chuck Procter

THAT the committee bring forward the draft terms of reference as amended to the June 6th Regular Council Meeting.

CARRIED

5. ITEMS FROM ADMINISTRATION

6. NEW BUSINESS

6.1 Mural Policy Discussion

Chuck looked at other communities and we have a public arts policy and we have a public arts board on council procedural bylaw. Committee to decide what the level of political and staff involvement. Committee can set parameters for location and length of time. Building owners will need to be approached for approval. Locations were discussed and where on the streets to place murals. DDRC to come up with criteria for submissions of art pieces and locations and the process set up by the Town including the liability issues. History of the murals can be captured for future reference. Check into grants specifically for arts programs. Glen to check into federal grants. Perhaps the Chamber of Commerce could be involved with marketing aspects. Chuck to bring back to next meeting.

6.2 Downtown Street Banners

Discussion was held concerning with banners. Start with basic Town of Strathmore banner and eventually add more banners per season or events. Kevin to rework designs and will email out to committee.

6.3 Portable Patio Locations

Chuck reviewed map for locations, suggestions were to add to closed entrance of the Strathmore Centre, Kinsmen Park and and Lambert Park on town property. Patios have no smoking signs on them. Locations were agreed upon and Chuck will have them placed.

6.4 Downtown Awards

Given out awards in the past for business that have made a change to the downtown. Committee members to bring back business they recommend at the next meeting. Suggested to have a new award made.

7. URGENT BUSINESS

Chuck updated the committee of further work to be completed on Second Avenue and Third Avenue construction.

8. IN CAMERA

9. ADJOURNMENT

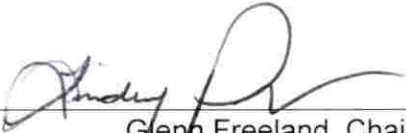
Resolution #007.05.18

Moved by Jason Montgomery

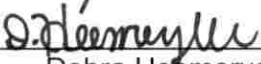
THAT the Committee adjourn the May 15, 2018 Downtown Design Review Committee meeting at 6:00 pm.

CARRIED

Next Meeting June 19, 2018 at 5:00 PM at the Town Office.



Glenn Freeland, Chairman



Debra Heemeryck, Secretary