



Town of Strathmore

Downtown Vitalization Focus Group Meeting

March 19, 2019 at 6:00 pm

Conference Room, Town Administration Office

AGENDA

ITEM

1.0 CALL TO ORDER

- 1.1 Introductions - Thomas Hansen, Director Strategic and Administrative Services
- Alexandra Ross, Economic Development Officer

2.0 CONFIRMATION OF AGENDA

3.0 CONFIRMATION OF MINUTES

- 3.1 Confirmation of the Committee Meeting Minutes for February 19, 2019

4.0 UNFINISHED BUSINESS

- 4.1 Downtown Vitalization Focus Group Survey Cameron Thompson
- Results
- Review
- Next Steps
- 4.2 Downtown Summer Daze - update Marlene Risdon

5.0 ITEMS FROM ADMINISTRATION

- 5.1 Economic Development Involvement Thomas Hansen/
Alexandra Ross

6.0 NEW BUSINESS

6.1

7.0 URGENT BUSINESS

8.0 IN CAMERA ITEMS

9.0 ADJOURNMENT

- 9.1 The next Committee meeting is scheduled for Tuesday, April 16, 2019 at 6:00 pm



Town of Strathmore

Downtown Vitalization Focus Group
Tuesday, February 19, 2019 at 6:00 pm
Council Chambers

UNAPPROVED MINUTES

IN ATTENDANCE:

BOARD MEMBERS

LINDSAY POLLEN	Chair, Public Member
BRANDY HEBBES	Arts Representative
MARLENE RISDON	Public Member, Downtown Business
ROB PIRIE	Public Member
JASON MONTGOMERY	Councillor
LORRAINE BAUER	Deputy Mayor

RECORDING SECRETARY

LISA BROWN	Legislative Clerk
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STAFF MEMBERS

JUSTIN REBELLO	Manager, Development Services
CAMERON THOMPSON	Planner

REGRETS

CURTIS SOLDA	Public Member, Downtown Business
WANDA REINHOLDT	Chamber of Commerce Representative
STEVEN GREENE	Public Member

1.0 CALL TO ORDER

Lindsay Pollen called the meeting to order at 6:03 pm
Introductions of the Members and staff present

2.0 CONFIRMATION OF AGENDA

Resolution No. 004.02.19

Moved by Councillor Montgomery
THAT the Committee adopts the February 19, 2019 Downtown Vitalization Focus Group agenda as presented.
CARRIED

3.0 CONFIRMATION OF MINUTES

3.1 Downtown Vitalization
Committee Meeting Minutes
for January 15, 2019

Resolution No. 005.02.19

Moved by Deputy Mayor Bauer
THAT the Committee approves the Downtown Vitalization Focus Group Meeting Minutes for January 15, 2019 as presented.
CARRIED

4.0 UNFINISHED BUSINESS

Items deferred to the next meeting on March 19, 2019

5.0 ITEMS FROM ADMINISTRATION

- 5.1 Focus Group Orientation: Justin Rebello, Manager of Development Services and Cameron Thompson, Planner explained the role, functions and mandate of the focus group. They explained the expectations of Council in drafting a plan for downtown development and that the group needs to decide what are the priorities of the group functions as listed in the Terms of Reference.
- Review Terms of Reference
- Discussion and Planning for Priorities

The group discussed the functions outlined in the Terms of Reference.

Action: Focus Group members to each prioritize the functions listed in the Terms of Reference and bring to the next meeting on March 19, 2019 for discussion and planning.

6.0 NEW BUSINESS

Items deferred to the next meeting on March 19, 2019

7.0 URGENT BUSINESS

None

8.0 IN CAMERA

None

9.0 ADJOURNMENT

Resolution No. 006.02.19
Moved by Lorraine Bauer
THAT the Committee adjourns the February 19, 2019 Downtown Vitalization Focus Group Meeting at 6:52 pm.
CARRIED

Chair

Recording Secretary