

Admin

Subject: FW: Jan 6th, Committee of the Whole Meeting - Agenda 4:30 to 6:45pm

Sent: January 6, 2025 1:55 PM

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See most of you in person soon. Amy/Nicol – the sign-on information is here:

<https://global.gotomeeting.com/join/322545565>

Canada: +1 (647) 497-9391

Access Code: 322-545-565

MEETING SYNOPSIS: This foundational meeting brings together Council, senior staff, and newly engaged consultants to launch the millsite redevelopment communications and engagement strategy. The meeting will establish working relationships, outline project approach, identify key themes for public engagement, and determine governance structure for project decisions.

AGENDA:

1. Welcome and Introductions (15 minutes)
 - Round table introductions
 - Brief overview of each participant's role in the project
2. Project Communications Framework (20 minutes)
 - Communications Coordinator to present engagement strategy
 - Graphic Designer to outline visual identity approach
 - Discussion of collaborative workflow between consultants
 - Website - between the two we need clarity on roles and responsibilities as well as any additional costs.
3. Community Engagement Themes (40 minutes)
 - Brainstorming session for symposium topics and social media content: • Waterfront redevelopment case studies • Place-based economic development opportunities • Special Planning Area (SPA) development framework • Ownership models and structures • Environmental remediation requirements and approaches
4. Project Governance Structure (30 minutes)
 - Formation of working group
 - Clarification of decision-making thresholds: • Working group authority • Full Council approval requirements
 - Establishment of communication protocols
5. Budget Discussion* (15 minutes)
 - Project budget overview
 - Resource allocation (*Note: May move to closed session)
6. Next Steps and Action Items (15 minutes)
 - Confirm immediate priorities
 - Schedule follow-up meetings
 - Assign key responsibilities

Patricia (Trish) Dehnel

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