



MAYOR'S IMPLEMENTATION TEAM

Minutes

**Thursday, March 3, 2016
7:30AM
Build Belleville Project Centre
116 Pinnacle Street**

A meeting of the City of Belleville Mayor's Implementation Team Committee was held on the above date, commencing at the hour of 7:30 a.m.

- Members Present: Mayor Christopher
Councillor Garnet Thompson
Councillor Kelly McCaw
Councillor Jack Miller
- Staff Support Present: Rod Bovay, Director of Engineering & Development
Ray Ford, Deputy Director/ Manager of Engineering
Christine Stewart, Deputy Clerk
Denis Pianarosa, Project Manager
Elisha Purchase, Build Belleville Projects Coordinator
- Regrets: Mark Fluhrer, Director of Recreation, Culture & Community Services

1) Declaration of Pecuniary Interest & the General Nature Thereof

Councillor Jack Miller declared pecuniary interest for items discussed under Agenda item 5.b.ii. Communications Plan for Phase 2 Construction.

2) Confirmation of Minutes

Moved by Councillor Jack Miller
Seconded by Councillor Garnet Thompson

“THAT the minutes of the January 18, 2016 Mayor's Implementation Team be approved.”

- CARRIED -

3) Delegation: Belleville Downtown Improvement Area (BDIA)

- Members of the BDIA Parking Committee attended to address a motion of the BDIA that supports free parking with no restrictions in the Riverside Parking lot during Phase 2 construction.
- BDIA's position is that access and flow in the downtown should be made a priority during construction.
- Concerned that the 2 hour free parking in the Riverside Parking lot being recommended does not provide enough time for the average user. Given the level of impact and inconvenience during construction, BDIA requests that Council consider unlimited free parking in the Riverside Parking lot during Phase 2 construction.

Moved by Councillor Garnet Thompson

Seconded by Councillor Jack Miller

“THAT the delegation of the BDIA presenting a recommendation for free parking during Phase 2 construction be received.”

- CARRIED -

4) Staff Reports

- a. Draft Council Report No. BB-ENG-2016-02 Parking Plan for Phase 2 Construction of the City Centre Revitalization & Redevelopment Project
 - A draft report was presented recommending 2 hour free parking in the Riverside Parking lot during Phase 2 construction.
 - This option was presented as the best option from the perspective of City staff, with consideration of the needs of all stakeholders and the pros and cons experienced during Phase 1 construction.
 - The three (3) stage plan will minimize impact and loss of parking occurring at one time.
 - Confirmed that there was a slight increase in ticket infractions in the free parking area during Phase 1 construction.
 - If two (2) hours is not enough time for a customer parking downtown, they will be able to pay for the additional time required beyond two (2) hours before they reach their destination.

Moved by Councillor Jack Miller
Seconded by Councillor Garnet Thompson

“THAT Draft Report No. BB-ENG-2016-02 Parking Plan for Phase 2 Construction be received and forwarded to Council.”

- CARRIED -

b. Build Belleville Projects/ Financial Summary

- Bay Bridge Road/ Dundas Street West – A Communications Plan to create awareness around traffic impacts on Dundas Street West during construction is underway and will be launched in advance of construction planned for April 4, 2016. Construction of the crash wall for the new Bay Bridge Rd structure is underway.
- Sidney Street/ Bell Boulevard Intersection – Property acquisition is still underway which could result in construction delays.
- Herchimer Avenue – A new Project Manager has been assigned for the detailed design work which has caused a slight delay to the design schedule.
- Bronk Road – Phase 2 road reconstruction is being finalized. Bronk Road bridge is fully functional with a temporary barrier until permanent guard rails are installed.
- Mineral Road/ Maitland Drive – Difficult to predict construction schedules until approvals are received. Infrastructure is in place.
- Foxboro Bridge – Design issues have delayed construction. Construction date cannot be confirmed at this time.
- Grass Boulevard. – Design underway.
- North East Industrial Park – 60% design has been received and is under review.
- City Centre Revitalization – Tender for Phase 2 Contract was issued on February 2 and is scheduled to close March 10, 2016. Two (2) addenda have been issued to date. A business continuity plan has been prepared for implementation that will address communication with stakeholders throughout construction, maintain access to businesses, and address public parking.
- Water Treatment Plant – A Terms of Reference is being developed.
- North East Feedermain – The new watermain was commissioned on February 24, 2016. Final restoration work and line painting will be completed in the spring 2016.

Moved by Councillor Jack Miller
Seconded by Councillor Garnet Thompson

“THAT the Build Belleville Projects/ Financial Summary be received and forwarded to Council.”

- CARRIED –

5) Updates

- a. North East Industrial Park Road & Sidewalk Upgrades Active Transportation Plan
 - Staff provided a project status update that reviewed recommendations for incorporating cycling and pedestrian facilities into the project, as well as examining operations at the intersection of Adam Street and University Avenue.
 - A PIC will be scheduled in the spring of 2016 to present the project at the 60% design to the stakeholders and the public.

Councillor Jack Miller left the meeting at 8:45 a.m.

- b. City Centre Revitalization & Redevelopment Project
 - i. Phase 1 Construction Video - A video highlighting the construction of Phase 1 was presented.
 - ii. Communications Plan, Phase 2 Construction
 - A presentation highlighting key elements of the Phase 2 Construction Communications Plan was presented.
 - Target audience and key messaging were discussed.
 - Media types include primarily print, web and broadcast.
 - The Communications Plan budget is \$50,000 with \$25,000 being contributed from the project budget and \$25,000 from the BDIA.
 - iii. Phase 2 Construction Tender
 - Issued February 2, 2016 / Closing March 10, 2016.
 - iv. Street Lights
 - The order for the Phase 2 street lights is being processed.
 - v. Notice to Property Owners
 - A notice is being distributed to all property owners in Phase 2 to determine if property owners would like to replace or upsize the services into their building.
 - vi. Contract Administrator/ Construction Inspection Services
 - Instead of contracting these services the City will be managing Contract Administrative and Inspection Services during Phase 2 construction.

Moved by Councillor Garnet Thompson
Seconded by Councillor Kelly McCaw

“THAT the project updates presented be received.”

- CARRIED –

5) New Business

- None noted.

6) Next Meeting

The next meeting of the MIT Committee has been tentatively scheduled for Thursday, March 31, 2016 at 7:30 a.m. at the Build Belleville Project Centre.

7) Adjournment

Moved by Councillor Garnet Thompson
Seconded by Councillor Kelly McCaw

“THAT the meeting be adjourned at 8:57 a.m.”

- CARRIED -