



## City Centre Core Development Advisory Committee Terms of Reference

<b>Date</b>	September 8, 2021
<b>To</b>	Executive Committee
<b>From</b>	City Planning & Community Development
<b>Service Area</b>	Office of Executive Director (City Planning & Community Development)
<b>Item No.</b>	EX21-58

### RECOMMENDATION

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The Executive Committee recommends that City Council:

1. Approve the City Centre Core Development Advisory Committee terms of reference as outlined in Appendix A.
2. Instruct the City Solicitor to prepare the necessary bylaw amendments to Bylaw No. 2009-40, *The Committee Bylaw, 2009* to add the City Centre Core Development Advisory Committee as a secondary Committee of Council and set out its terms of reference as described in Appendix A, to be brought forward to the meeting of City Council following approval of the recommendation in this report by City Council.
3. Remove item CR21-48 from the List of Outstanding Items for City Council.
4. Approve these recommendations at its meeting on September 15, 2021.

### ISSUE

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City Council established the City Centre Core Development Advisory Committee during consideration of item *CR21-48 City Centre Core Partnership Framework and Action Plan* at its meeting held on April 14, 2021 and directed Administration to prepare a proposed terms of reference for City Council to consider for approval by Q3 of 2021.

## IMPACTS

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### Policy Impacts

The terms of reference provide the authority under which the newly established Advisory Committee of Council will operate and report to main committees and Council. They will facilitate the Advisory Committee's work in advancing the policies and recommended actions in the City Centre Core Framework.

In accordance with City Council's policy statement to Strengthening Eligibility and Diversity Requirements for board and committee representation:

*"City Council values and seeks to further enhance the inclusive nature of Regina through living the values of respect and trust, celebrating the strength that comes from diversity and inviting participation from all in decision making. Nominees will have been recruited through an inclusive, transparent and equitable process and appointments made by City Council will reflect these objectives."*

*Representative members provide a varied and valued perspective, reflecting and honouring the diversity of our community and bring experience, skills and expertise that contribute to good governance and informed decision making."*

### Strategic Impacts

Serving on a committee of Council is both a privilege and means for the public to communicate with Council on behalf of the community. The time, effort and expertise members dedicate to committees of Council is invaluable and contributes significantly to implementation of policies such as *Design Regina: The Official Community Plan Bylaw No. 2013-48* (OCP) Section E: Realizing the Plan:

- Goal 2: Community Engagement - Support community engagement to build ownership of the Plan.
- 14.14 Engage the public in planning and other City matters in accordance with established procedures.

### Other Implications

There are no financial, accessibility, environmental or legal/risk impacts arising from this report.

## OTHER OPTIONS

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If the proposed terms of reference are not accepted by the Committee, two options exist:

1. Accept specific additions and/or deletions through amendments approved by members.
2. Refer the report back to Administration to return with revised terms of reference.

## COMMUNICATIONS

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Once considered and approved by Council, the terms of reference will be included in amendments to *The Committee Bylaw, Bylaw No. 2009-40* and will also be outlined on regina.ca.

Advertisements for stakeholder/partner appointments will be issued in the near future.

## DISCUSSION

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Through development of the City Centre Core Framework, it was recommended that an Advisory Committee of Council be established to:

- Align the priorities of the Regina Downtown Business Improvement District Board, Regina's Warehouse Business Improvement District Board, Regina Exhibition Association Limited and City of Regina (Organizations),
- Guide collaborative negotiations and solutions,
- Advise Council on recommended approaches for the advancement and improvement of the City Centre Core.

The proposed terms of reference outlined in Appendix A reflect the mandate and objectives of the City Centre Core Framework.

The partnership organizations are supportive of the recommendations in this report.

### Reporting Structure

The City Centre Core Development Advisory Committee will report to the Executive Committee and Regina Planning Commission.

### *Regina Planning Commission*

Recommendations related to development proposals required to go to the Regina Planning Commission are subject to section 2(f) of the terms of reference. This includes reviewing planning applications related to property located within the City Centre Core land areas where there are unresolved concerns identified by an Organization through the circulation process for planning and development applications.

All planning applications within the City Centre Core will be circulated to land area Organizations (City of Regina, Regina Downtown Business Improvement District, Regina's Warehouse Business Improvement District and Regina Exhibition Association Limited). Should an Organization have concerns or questions that cannot be resolved directly with the proponent, a committee meeting may be called outside of regularly scheduled meetings to avoid disruption of project timelines.

Administration's report to Regina Planning Commission would then include in the "Other Implications" section of the report that the "City Centre Core Development Advisory Committee reviewed this application" and has provided the following comments or recommendation. The chairperson of the City Centre Core Development Advisory Committee may also appear at the meeting as a delegation to discuss the proposal.

*Executive Committee*

Recommendations on items with policy, economic development or budgetary/financial implications will be presented to Executive Committee in a formal report. As an established Advisory Committee of Council, the Chairperson will provide an annual status update report to the Executive Committee.

**DECISION HISTORY**

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On April 14, 2021 City Council considered item CR21-48 directing Administration to report back to City Council by Q3 2021 after consultation with the "Organizations" as defined in Appendix A of item CR21-48 with the drafted terms of reference, composition and delegated authority for the City Centre Core Development Advisory Committee.

Respectfully Submitted,



Autumn Dawson,  
A/Executive Director,  
City Planning & Community Development

Respectfully Submitted,



Chris Holden  
City Manager

Prepared by: Michelle Forman, Manager, Integration & Stakeholder Relationships

**ATTACHMENTS**

APPENDIX A - CCC Development Advisory Committee Terms of Reference