

**Downtown Revitalization Steering Committee Meeting Minutes**  
**Wednesday, May 21, 2008**  
**6:30 p.m.**  
**A. Grant Room**  
**Township of Uxbridge**  
**Municipal Office**

Attendees: John Rodych, John Low, Wynn Walters, Randy Loewen, Jeff Holland, Howie Herrema, Gord Highet, Bob Shepherd, Rich Vandezande, Scott Rushlow, Ingrid Svelnis, Robin Coombs, Richard Bates, Jack Ballinger, Jo Ann Merrick(secretary)

Regrets: Theresa Zaporozan

1. Rich Vandezande welcomed everyone. The members introduced themselves and gave a brief background as to their interest in the committee.
2. Rich explained the background of the committee. They will report to Council, make recommendations to Council and be available to the public.
3. There are three steps to the process:
  - i. Visioning – what do we see as the future of the downtown
  - ii. Develop policies to implement the Vision
  - iii. Financial implementation – Community Improvement Plan

4. Visioning Process

Council has authorized Liz Howson of Macaulay Shiomi Howson and Ann McIlroy of Brook McIlroy to prepare a work plan and provide their expertise to the Visioning process. The work plan was distributed to the Committee for review.

The Vision exercise is to be done in September with completion of the Visioning process and action plan by the end of the year.

Wynn asked about a facilitator. We will discuss this at the next meeting when Liz Howson is in attendance. It was indicated that Liz Howson and Ann McIlroy have experience in facilitating.

The downtown area will be defined through the Visioning process.

5. Impressions Exercise

The committee was divided up into four groups:

**Group 1      Assessment of Downtown Entrances/Gateways**  
Robin Coombs  
John Rodych  
Wynn Walters  
Jack Ballinger

**Group 2      Assessment of Overall Appearance of Core Commercial Area**  
Bob Shepherd  
Richard Bates  
Ingrid Svelnis

**Group 3      Residential Assessment**  
Scott Rushlow  
Howie Herrema  
Jeff Holland  
Teresa Zaparosa

**Group 4      Public Infrastructure Amenities**  
John Low  
Randy Loewen  
Gord Highet

The groups will do their assessment and report their findings at the next meeting. Photos can be sent to Jeff and he will put together for presentation.

6. Revitalization Primer

It was proposed to have a day and/or an evening event about the revitalization. The event will include guest speakers to show what other municipalities have done. The event will be open to the public.

It was also suggested that members of the committee can visit other municipalities that have gone through the process.

7. Election of Chair

Randy Loewen volunteered to be the Chair and Jeff Holland volunteered to be Vice-Chair of the committee.

The meetings will be held on the first Wednesday of the month at 6:30 p.m.. We will meet during the summer months.

There will be an agenda for the meetings.

8. Next meeting Wed. June 4, 2008, 6:30 p.m.

Expectations for the meeting:

- Be familiar with the Work Plan. Liz Howson will attend the next meeting.
- Groups will do their impressions exercise.
- Send photos to Jeff.