



**City of Kingston
Report to Council
Report Number 16-128**

To: Mayor and Members of Council
From: Lanie Hurdle, Commissioner, Community Services
Resource Staff: Paige Agnew, Director, Planning, Building & Licensing Services
Date of Meeting: April 19, 2016
Subject: North King's Town Secondary Plan – Appointment of
Community Working Group

Executive Summary:

The purpose of this report is to request approval from Council for the creation of a community working group for the North King's Town Secondary Plan.

The Community Visioning Exercise and Preliminary Market Analysis for the North King's Town Secondary Plan are scheduled to begin this spring. This is the first phase of a full secondary planning process for the North King's Town area. It is anticipated that the first phase will be completed by the end of 2016, and that the additional phase(s) of the secondary plan will take another 18 to 24 months.

As part of engaging the community through the entire secondary planning process, staff are recommending the creation of a community working group. The working group is recommended to be comprised of representatives from City Council, representatives from relevant community agencies and interested community members. This report recommends that the City Clerk invite interested participants to sit on the community working group and that the Nominations Advisory Committee recommend a selection of participants to Council for approval.

Recommendation:

That a North King's Town Secondary Plan Community Working Group be established, in accordance with the mandate as outlined in Report Number 16-128; and

That the composition of the North King's Town Secondary Plan Community Working Group consists of:

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- a. 2 members of Council;
- b. 1 representative of a local First Nations group;
- c. 1 representative of Heritage Kingston;
- d. 1 representative of the Municipal Accessibility Advisory Committee (MAAC);
- e. 1 representative of the Kingston Environmental Advisory Forum (KEAF);
- f. 1 representative of the Cataraqui Region Conservation Authority (CRCA);
- g. 1 representative of the Kingston Economic Development Corporation (KEDCO);
- h. 1 representative of the Greater Kingston Chamber of Commerce;
- i. 1 representative of KFL&A Public Health; and
- j. 6 interested members of the community who demonstrate a distinct and informed interest in community planning and development (including, but not limited to: the conservation of natural or cultural heritage resources, transportation planning, brownfield remediation, open space planning, economic development, and/or the provision of public and social services), with the selection to represent a variety of stakeholders including residents, business owners and property owners in the area, as well as representatives from local community groups and non-profit organizations; and

That the City Clerk be directed to invite the public to submit applications to participate on the North King's Town Secondary Plan Community Working Group; and

That the applications be forwarded to the Nominations Advisory Committee for consideration and recommendation to Council for final approval.

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Authorizing Signatures:

ORIGINAL SIGNED BY COMMISSIONER

Lanie Hurdle, Commissioner, Community Services

ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER

Gerard Hunt, Chief Administrative Officer

Consultation with the following Members of the Corporate Management Team:

Cynthia Beach, Corporate & Strategic Initiatives	Not required
Denis Leger, Transportation, Facilities & Emergency Services	Not required
Jim Keech, President and CEO, Utilities Kingston	Not required
Desiree Kennedy, Chief Financial Officer & City Treasurer	Not required

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Options/Discussion:**Background**

On May 5, 2015, Council passed a motion directing staff to prepare a secondary plan for the Old Industrial Area and Inner Harbour Area. Following this direction from Council, staff proposed the creation of a new secondary plan area that combined the existing Old Industrial Area and Inner Harbour Area and included the neighbourhoods that link the two areas, as well as the existing road network. The “North King’s Town Secondary Plan” name was chosen as an initial project title to provide an identity to the project and new secondary planning area.

On December 1, 2015, Council approved the terms of reference for the first phase of the North King’s Town Secondary Plan which involves a Community Visioning Exercise and Preliminary Market Analysis. The RFP for this first phase was issued on January 13, 2016 seeking the provision of professional services from qualified consulting firms with expertise in land use planning, urban design, real estate and market analysis, public consultation and community engagement to complete the Community Visioning Exercise and Preliminary Market Analysis for the North King’s Town Secondary Plan. The RFP closed on February 10, 2016 with a total of 12 proposals received. On April 5, 2016, Council approved the selection of the consultant team for the first phase led by DIALOG.

During this first phase, as well as subsequent phases of the secondary plan, the consultant team and staff from the Planning Division will engage with the community and a variety of stakeholders to solicit feedback on the future of development in North King’s Town. It is expected that there will be additional internal support from other departments including Engineering, Public Works, Transportation, Recreation & Leisure, Environment & Sustainable Initiatives, Real Estate & Land Development, Housing & Social Services and Utilities Kingston.

Part of the work plan for the first phase of the secondary planning process includes the creation of a community working group to provide input into the development of the secondary plan. It is intended that while the group will be formed during the first phase of the project, it will continue for the duration of the secondary planning process (approximately two years). The working group will include stakeholders from Council, interested community members and local agencies, and will serve as a forum to cultivate ideas, host discussions, share knowledge and set priorities as part of the development of the North King’s Town Secondary Plan. A similar process was used for the recent Waterfront Master Plan working group, which made invaluable contributions to the development of the Plan.

Working Group

The role of the North King’s Town Secondary Plan Community Working Group is:

- a. To contribute toward the development of the North King’s Town Secondary Plan;
- b. To provide feedback on the secondary planning process;
- c. To ensure inclusive community consultation and engagement;
- d. To be ambassadors for the project; and
- e. To advise and inform the City of relevant community issues.

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The proposed process for the North King's Town Secondary Plan Community Working Group is as follows:

- a. Provide advice and information on the Community Visioning Exercise and Preliminary Market Analysis;
- b. Provide advice and information for proceeding with the subsequent phases of the secondary plan; and
- c. Host six to eight working group sessions per year over the course of a 24 to 30 month period.

Given the diversity of North King's Town, including residential neighbourhoods, existing businesses, social service providers, environmental issues and cultural heritage resources, the composition of the North King's Town Secondary Plan Community Working Group will consist of the following members:

- a. 2 members of Council;
- b. 1 representative of a local First Nations group;
- c. 1 representative of Heritage Kingston;
- d. 1 representative of the Municipal Accessibility Advisory Committee (MAAC);
- e. 1 representative of the Kingston Environmental Advisory Forum (KEAF);
- f. 1 representative of the Cataraqui Region Conservation Authority (CRCA);
- g. 1 representative of the Kingston Economic Development Corporation (KEDCO);
- h. 1 representative of the Greater Kingston Chamber of Commerce;
- i. 1 representative of KFL&A Public Health; and
- j. 6 interested members of the community who demonstrate a distinct and informed interest in community planning and development (including, but not limited to: the conservation of natural or cultural heritage resources, transportation planning, brownfield remediation, open space planning, economic development, and/or the provision of public and social services), with the selection to represent a variety of stakeholders including residents, business owners and property owners in the area, as well as representatives from local community groups and non-profit organizations.

Existing Policy/By-Law:

Not applicable

Notice Provisions:

An e-mail notification of this Council report was sent to all individuals who have expressed an interest in the North King's Town project and have provided their contact information.

Accessibility Considerations:

A member of the Municipal Accessibility Advisory Committee (MAAC) is included as part of the composition of the community working group.

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Financial Considerations:

There are sufficient funds in the approved budget for consultation and support services for the North King's Town Secondary Plan.

Contacts:

Paige Agnew, Director, Planning, Building & Licensing Services 613-546-4291 extension 3252

Greg Newman, Manager, Policy Planning 613-546-4291 extension 3289

Sonya Bolton, Senior Planner, Policy Planning 613-546-4291 extension 3237

Other City of Kingston Staff Consulted:

Not applicable

Exhibits Attached:

Not applicable