



**City of Kingston
Report to Council
Report Number 16-159**

To: Mayor and Members of Council
From: Lanie Hurdle, Commissioner, Community Services
Resource Staff: Same
Date of Meeting: May 3, 2016
**Subject: Community Engagement Process and Consultants for
Community Visioning Exercise – Federal Properties and
Portsmouth Olympic Harbour**

Executive Summary:

In December 2015, Council approved a joint partnership with Correctional Service Canada (CSC), Canada Lands Company (CLC) and Fisheries and Oceans Canada (DFO) to develop a community visioning exercise for the Kingston Penitentiary property, the adjacent property and water lot as well as Portsmouth Olympic Harbour (POH). This report is to update Council on the process for the selection of consultants, community engagement and to recommend a budget amendment to increase the City's contribution to the overall visioning exercise.

The December report indicated that CLC, a non-agent federal Crown corporation that acquires and manages the development and disposal of strategic federal properties, would take the lead in retaining a consultant in early 2016 to help facilitate the community visioning exercise. CLC worked with City staff to develop Request for Proposals (RFP) documents that were then issued to various consultants with proven expertise and experience in leading visioning exercises. Proposals were sought specifically from short listed consultants that have experience in master planning and community engagement process and separately, consultants with heritage expertise. Although the selected consultants will have a team approach, both CLC and City staff believed that the heritage expertise was significant enough to warrant the retention of consultants with that specialty. City staff also requested that a local Heritage Consultant be retained as part of the Heritage team.

A total of six proposals were received and reviewed by both CLC and City staff. Three proposals were received for master planning and community engagement process and three proposals were received to provide heritage expertise. The total cost for the entire community visioning exercise is estimated to be about \$350K. In 2015, the City had agreed to reallocate \$50K, in capital funds already approved for POH, to the broader visioning exercise that includes the KP and POH properties. Throughout the development of the Request for Proposal documents, the

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City identified some specific requirements which included the addition of a local Heritage consultant, more emphasis on public engagement as well as expertise in tourism and marine engineering. The need for this expertise has resulted in a broader scope than originally anticipated but both CLC and City staff believed that it was critical to get the right skills and process for this significant community project. Based on a review of costs, City staff estimated that the City should contribute additional funding to cover some costs associated with the broader scope. Therefore, staff are recommending that the City increases its contribution by another \$50K, for a total of \$100K, and that this amount be funded through the Working Fund Reserve.

It is anticipated that the final selection of consultants will take place within the next couple of weeks. The consultants will start their work within the next month and that the first public session will take place before the summer season. It is also anticipated that the process will be completed in the Spring of 2017. Additional information on public engagement process is provided in the Options/Discussion section of this report.

Recommendation:

That Council approve an additional \$50,000, for a total of \$100,000, from the Working Fund Reserve to the Kingston Penitentiary and Portsmouth Olympic Harbour joint community visioning exercise.

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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:

In January and February, Canada Lands Company (CLC) took the lead, with City staff support, in developing Request for Proposal (RFP) documents for the master planning and community engagement process of the visioning exercise as well as an RFP to retain heritage expertise which is to include the involvement of a local Heritage consultant. The RFPs were issued in early March to six (6) consulting teams that were short listed through the CLC procurement process. All teams responded and provided proposals in response to the RFPs which closed in late March and early April. In April, both CLC and City staff reviewed and evaluated consultant proposals. CLC also conducted interviews with proponents and are now finalizing selection of consultants.

Through its procurement process and in consultation with City staff, CLC short listed the following consultants for the master planning and community engagement process:

1. The Planning Partnership - The firm is an urban design, communications, planning and landscape architecture firm. The Planning Partnership has had success working with the City of Kingston with the Harmonization of the Parkland Dedication By-Laws and the North Block District Community & Business Enhancement Opportunities Report. The Planning Partnership is familiar to CLC in the master plan and engagement work they are doing for the City of Mississauga at 1 Port Street East. Some of the other projects in The Planning Partnership portfolio include: Dartmouth Cove Comprehensive Master Plan, Midland Bay Landing Waterfront Master Plan, Bay Beach Master Plan, Port Stanley, Queen's Park and Distillery District.
2. Urban Strategies Inc. - The multi-disciplinary firm focuses on communities and different aspects of City-building, such as planning policy, campuses, waterfront and public engagement. Urban Strategies has worked in the City of Kingston on the Rideau Heights Regeneration Study and Queen's University Campus Master Plan, which earned a CUI Award of Excellence in Urban Design. Other relevant projects include the University of Ottawa Campus Master Plan, which earned an Ottawa Urban Design Award of Merit, and Humbertown Master Plan in Toronto, which earned an OPPI Excellence in Urban Planning/Community Design Award. Urban Strategies are familiar to CLC having worked on CLC's Rebecca St. approvals and their master plan and engagement work for the City of Mississauga (Inspiration Lakeview).
3. DTAH - The firm is a multi-disciplinary firm that designs landscapes, buildings, and communities. They have led the award-winning Queen's University Avenue Restoration project and are familiar with the Kingston Penitentiary and Portsmouth Olympic Harbour sites as they assisted CLC, the City, and Corrections with some preliminary discussions, prior to the establishment of a formal partnership. In addition, DTAH have been involved in some prominent and successful adaptive re-use projects, notably the Distillery District, Wychwood Barns, and Evergreen Brickworks in the City of Toronto. DTAH are familiar to CLC having work on its 1 Port and Downsview projects.

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The following consultants were short listed to provide heritage expertise, with a local Heritage Consultant:

1. Taylor Hazell Architect (THA) - The firm has 3 principle focuses: heritage assessment and planning (including heritage policy development); conservation (building and cultural heritage landscapes); and adaptive reuse of large sites. THA has received multiple awards of excellence in each of these areas of expertise. Their client base includes private, governmental and institutional client groups who own or operate large sites involving important historic buildings and landscapes. With respect to City of Kingston work, the firm was involved in the preservation of the Penrose Building (752 King Street) and the Kingston Psychiatric Hospital Adaptive Reuse Study. In addition, THA has worked on the Guelph Correctional Centre Adaptive Reuse Study and the Villiers Island Precinct in Toronto, a 55 acre waterfront redevelopment. THA is familiar to CLC having been involved with a property acquisition and intention to designate process and Downsview Lands (Cultural Heritage Landscape Master Plan).
2. Ventin Group (VG+) - In addition to traditional heritage architectural services, the firm specializes in historic structures reports, building condition assessments, heritage conservation district studies and plans, heritage impact assessment statements, commemorative integrity statement, archive research, feasibility studies, public consultation/facilitation, project management, and cost estimating and planning. VG+ has worked successfully in the City of Kingston having been involved with Queen's School of Business and the Jean Royce Hall Students Residence Servery Upgrades. Other prominent projects include the Old Don Jail Project for Bridgepoint Health, the restoration at Toronto Old City Hall, and Toronto's Union Station Revitalization Project.
3. ERA Architects - The firm has a particular interest in regional and neighbourhood cultural planning; in cultural landscapes and their regeneration; and in facilitating community consultation of all stakeholders, as the democratic basis of good planning. With respect to City of Kingston work, the firm has had success working with staff and the community, having being involved with the Market Square Heritage Conservation District Plan Update and the Kingston Community Cultural Policy Plan, amongst other projects. In addition, other significant projects include the Tower Neighbourhood Renewal Project in Toronto; Union Station Heritage Precinct, Toronto Cultural Institutions Public Realm Study; and numerous Heritage Conservation District Plans and other studies in Toronto, Hamilton, Peterborough, Picton, and other parts of Ontario.

CLC and City staff reviewed proposals based on criteria which included: understanding of objectives; proposed schedule; proposed work plan and quality of approach and submission; experience and qualifications of the project team; and cost of the project. CLC has also conducted interviews and will finalize selection of the consultants in the next weeks.

Community Engagement Process and Next Steps

It is anticipated that the consultants will start their work in the next month. Public information will be provided on-line and through social media. The first introductory public session is planned to take place before the summer.

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Based on proposals received and reviewed, it is anticipated that there will be a number of different community engagement initiatives which may include a working group, round table discussions, stakeholder interviews, workshops, on line and social media engagement tools, etc. There will be a more detailed engagement plan provided prior to the summer season and it will be posted on-line. It is anticipated that the work for the visioning exercise will be completed in April 2017.

Notice Provisions:

Not applicable

Accessibility Considerations:

Not applicable

Financial Considerations:

An additional \$50,000 is being proposed to be added to the visioning exercise project for a total contribution of \$100,000. The first \$50,000 was part of the capital budget already approved for Portsmouth Olympic Harbour. It is proposed that this additional \$50,000 be funded from the Working Fund Reserve.

Contacts:

Lanie Hurdle, Commissioner, Community Services 613-546-4291 extension 1231

Other City of Kingston Staff Consulted:

Luke Follwell, Director, Recreation & Leisure Services

Paige Agnew, Director, Planning, Building & Licensing Services

Julie Salter-Keane, Community Projects Manager

Others Consulted

James Cox, Director, Real Estate, Ontario and Atlantic, Canada Lands Company

Exhibits Attached:

Not applicable