

**MINUTES**  
**WATERFRONT IMPROVEMENT SUBCOMMITTEE**  
**WEDNESDAY, FEBRUARY 19, 2020**  
**SPENCERVILLE MUNICIPAL OFFICE**  
**2:00 PM**

**Present:** Councillor Dillabough, Chair  
Councillor Cameron  
Mayor Sayeau (ex-officio)

**Staff:** Dave Grant, CAO  
Rebecca Williams, Clerk  
Mike Spencer, Manager of Parks, Recreation & Facilities  
Wendy Van Keulen, Community Development Coordinator

Committee reviewed the phase 1 concept drawings and estimated cost analysis and discussed how the Committee may simplify the concept and reduce the scope of work. There was a general discussion with respect to the estimated costing for the full phase 1 outlined and the approximate costs if the scope of work were to be reduced to only a few key areas.

There was a general discussion with respect to setting specific design criteria in order to receive more specific design quotes from various companies. Committee agreed that the following would be the basis for the design criteria:

- Update and expand parking area (east of treatment plant) near the boat launch
- Update existing trail
- Extend the walking trail along the river's edge (winding through trees) and connect it with the existing trail
- Leave current healthy trees in place
- Erect berm(s) – optional
- Add additional trees/shrubs – optional
- Add concrete bases for future benches

There was a brief discussion with respect to the current size of the parking area, specifically in regards to how much bigger of an area it should be to better fit larger boats.

Committee discussed the rural economic development grant, noting that the submission deadline is February 24. There was a discussion with respect to submission requirements, specifically: eligibility criteria, scope of project for 2020, cost estimate for trail rehabilitation, letters of support requested, and how much of the total project value the grant may fund. There was consensus from Committee that the Community Development Coordinator prepare and submit a grant application to fund 30% of the cost for trail rehabilitation.

Members requested that staff prepare a large-scale map of the phase 1 area from the UCLG GIS department, update the design criteria and that once the design criteria is finalized, set a meeting date to review before it is sent out for additional quotes. It was noted that there will be an item on the capital budget for discussion at Budget meeting #4 to further determine possible capital budget limit for phase 1 in 2020.

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**Chair**

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**Clerk**