

Minutes of the Waterfront Project Steering Committee Meeting held Friday, August 1, 2014, at 11:00 a.m. in the Council Chambers of the Municipal Office.

Present: Mayor G. McKay
Councillor J. Charlebois
Councillor G. Canning
Councillor Z. Pendlebury
C. Tripp, Chief Administrative Officer
J. Galloway, Town Engineer
K. Desroches, Deputy Clerk/Senior Executive Assistant

Regrets: W. Crown, Deputy CAO/Director of Planning and Building Services
M. Villeneuve, Director of Finance/Treasurer

1. Open Meeting

Mayor McKay opened the meeting at 11:02 a.m.

2. Declaration of Pecuniary Interest

There were none declared.

3. Review of Minutes

The Committee reviewed and received as information the Minutes from the July 18, 2014, meeting.

4. Unimin Lands Acquisition – Celebration

The Committee engaged in discuss regarding a possible date for the Unimin Lands Acquisition Celebration and logistical arrangements.

The Committee concluded that the event will be held on Friday, August 29, 2014 at 2:00 p.m. at Midland Bay Landing Park (formerly Unimin Park).

5. Action Plan Preparation

The Director of Planning and Building Services to provide an update when the Committee convenes again on August 15, 2014.

6. Midland Bay Landing – Draft Logos

It was noted that Council, at their July 28, 2014, Council meeting, approved the Midland Bay Landing Logo. The logo will appear on the sign to be placed at the site, used on the Town's Midland Bay Landing webpage and on all correspondence generate by the Town that is specific to the property.

7. Find the Developer - RFEOI Update

J. Galloway advised that the RFEOI closes in two weeks. An overview of how the request has been circulated and advertised was provided. J. Galloway noted that approximately 25 developers have received a package in addition to an estimated 18 consulting firms that have also expressed interest.

C. Tripp advised that once the RFEOI process has closed, a review of the applications will be conducted. At that time any questions or concerns raised by developers through their submission concerning development of the site will be considered.

A pre-qualification process will be established. This process will include a submission deadline and will be closed to the public. C. Tripp noted that there could be more than one developer if there is some desire to take on only portions of the property. The criteria established for the pre-qualification process will assist in the development of a Memorandum of Understanding (MOE). The Town will work with developers on developing the MOE which, depending on feedback from the developers, may be subject to change.

8. Master Plan Implementation

C. Tripp advised that Council has approved a staff recommendation to retain a consultant to undertake a noise impact study. Terms of Reference will be forwarded to the consultant once obtained from the ADM Milling Co.

9. Find the user

Mayor McKay made reference to recent correspondence received from two local organizations proposing possible partnership opportunities. Mayor McKay spoke to the confidentiality of the process and noted that Council will be considering each expression of interest in closed session.

C. Tripp noted that developer interest is likely to increase if they know they have a secure tenant. To maintain confidentiality, developers could be provided with generic information including the anticipated square footage required to accommodate users until such time as the user's identity can be revealed.

10. Berthing of Miss Midland

C. Tripp advised that an email has been received from the Midland Tours expressing a desire to continue berthing the Miss Midland at the Unimin site. The Committee supported extension of the lease agreement. C. Tripp to contact Midland Tours regarding same.

The Committee engaged in discussion regarding a request from Coco Paving to store aggregate on the property. The Committee agreed that while it may be financially prudent to allow temporary use of the property to reduce debt and

offset costs, storing aggregate on the property would not be in the Town's best interests. Accordingly, the request was denied.

11. Insurance Review and Site Management

J. Galloway advised that a representative from BFL attended the property to conduct a risk assessment. A brief overview of the results of the assessment was provided.

The Committee reviewed three potential options provided by BFL to mitigate the potential for liability.

1. Install a fence that completely barricades the property and lake trail eliminating public access to the site..
2. Install a fence along the lakeside to keep pedestrians off pathways and the rough lake edge with signage stating "Keep out".
3. Install a fence at the edge of the Midland Bay Landing Park and at the entrance put signage and felled trees to impede access which would still allow people access to dangerous areas along the water.

The Committee engaged in discussion following which the Town Engineer was directed to obtain information from BFL on the insurance benefit of each option.

C. Tripp spoke to an email from Councillor File regarding dust on the site. J. Galloway to consult with Stantec regarding same.

In response to a question raised by Mayor McKay, C. Tripp advised that she would investigate the cost of conducting a safety audit and provide an update at the next meeting.

The Committee engaged in discussion regarding the need for insurance indemnifying the Town from potential litigation resulting from any alleged health related issues stemming from the property. While it was noted that the Town's solicitor had indicated it was not required, the Committee agreed that costs for same should be investigated. Staff was directed to obtain a quote.

12. Other Items

Mayor McKay extended an invitation to anyone in the audience to comment.

B. Penny suggested it may be advantageous for the Town to use its own Health and Safety Workplace Inspection policy to evaluate potential risk. Mr. Penny further suggested that, as a means to promote the new name and let the public know that the Town is moving forward, signage placed on the property read as follows: "Midland Bay Landing Under Development – For Your Safety, Keep Out".

13. **Adjournment and Next Meeting**

- Next meeting: August 15, 2014 at 11:00 a.m.

As there was no further business, the meeting was adjourned at 11:58 a.m.

K. Desroches

Karen Desroches
Deputy Clerk/Senior Executive Assistant