
A G E N D A

Waterfront Project Steering Committee Friday, April 24, 2015 Council Chambers 11:00 a.m.

1. Open Meeting
2. Declarations of Pecuniary Interest
3. Review of Minutes
 - April 10, 2015
4. Development Meeting Update
5. Development Approval Process
6. Committee - Terms of Reference
7. Other
 - Midland Bay Landing – Iconic Feature
8. Adjournment and Next Meeting

Next Meeting: May 8, 2015 – Council Chambers (at the call of the Chair)

Minutes of the Waterfront Project Steering Committee Meeting held Friday, April 10, 2015, at 11:00 a.m. in the Council Chambers of the Municipal Office.

Present: Mayor G. McKay
Councillor G. Canning
Councillor G. MacDonald
B. Kernohan, Community Rep.
B. Penny, Community Rep.
Councillor J. Main
C. Tripp, Chief Administrative Officer
J. Galloway, Town Engineer
W. Crown, Director of Planning and Building Services
K. Desroches, Deputy Clerk

1. Open Meeting

Mayor McKay called the meeting to order at 11:00 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 March 27, 2015 meeting.

4. Consar Kick-off meeting and update

C. Tripp advised that staff will be meeting bi-weekly and on an as required basis with Consar regarding the development of the waterfront lands. Going forward, future meetings will include a staff update on the progress of the development to date.

To this end, the Committee reviewed a Record of Meeting handout provided by J. Galloway highlighting the topics of discussion at a meeting with Consar representatives held April 1, 2015. J. Galloway addressed each item independently and responded to questions raised by the Committee.

C. Tripp advised that three marketing events have been planned as a means to engage the public:

- Photo opportunity - Monday, April 13, 2015 at 4:30 pm representing the initial Letter of Credit submission.
- On site signage unveiling – date to be determined
- Iconic feature unveiling – date to be determined.

C. Tripp noted that a temporary sales office/trailer will be located on the site or possibly off-site until the required environmental work has been completed, at which time a permanent structure will be placed on the land.

The Committee reviewed a preliminary project schedule along with a Schedule for Review of the Midland Bay Landing Master Concept Plan. C. Tripp noted that the developer is currently in the process of developing a Master Plan Concept depicting the design and layout for the Midland Bay Landing site. The target completion date is July 2, 2015 followed by a formal approval process. CAO Tripp noted that the Committee will be provided with regular updates on the progress of the design concept.

J. Galloway provided an overview of the ongoing process with the ADM Milling Co. regarding the Noise Impact Study and next steps. W. Crown noted that Consar has been apprised of the current work status and is comfortable that this will not alter the overall work project.

C. Tripp suggested a development permit system may be beneficial to ensure site plans and building permits are processed under one application and in a timely manner so as to not delay any progress being made on the site. This may be considered in the future.

5. WPSC-2015-002 Green Municipal Funding – Risk Assessment Consulting

The Committee reviewed a report dated April 8, 2015, from the Town Engineer, recommending that the quotation from Pottinger Gaherty Limited (PGL) Environmental Consultants to conduct the Risk Assessment consulting work required at the Midland Bay Landing site in the amount of \$161,000, exclusive of all taxes, be accepted, and that the Mayor and Clerk be authorized to execute the Green Municipal Fund Agreement.

It was noted that the scope of the work to be undertaken is included in the Memorandum of Agreement with Mountain Ridge Estates. The agreement also contains a clause that stipulates action that could be undertaken by the Town should the Town obtain a funding source for an element of the project.

In recognition of the additional complexity the funding would add to the process, the Committee directed staff to not pursue the funding at this time and to advise the Federation of Canadian Municipalities of same.

6. Terms of Reference

The Committee engaged in discussion regarding the Terms of Reference for the Waterfront Project Steering Committee. It was agreed that the selection of a developer has resulted in a change of focus for the Committee.

The Committee recommended that the following three elements be considered as the Committee's new focus:

- Review of design element
- Communications
- Special projects, i.e. waterpark, iconic feature, etc.

The Committee further agreed that the Committee's composition may benefit from additional public input and recommended the structure be altered to include additional public representatives.

Based on the above recommendations, staff was directed to prepare a draft Terms of Reference for the Committee's consideration at the next meeting.

7. Adjournment and Next Meeting

- Next meeting: Friday, April 10, 2015 at 11:00 a.m.

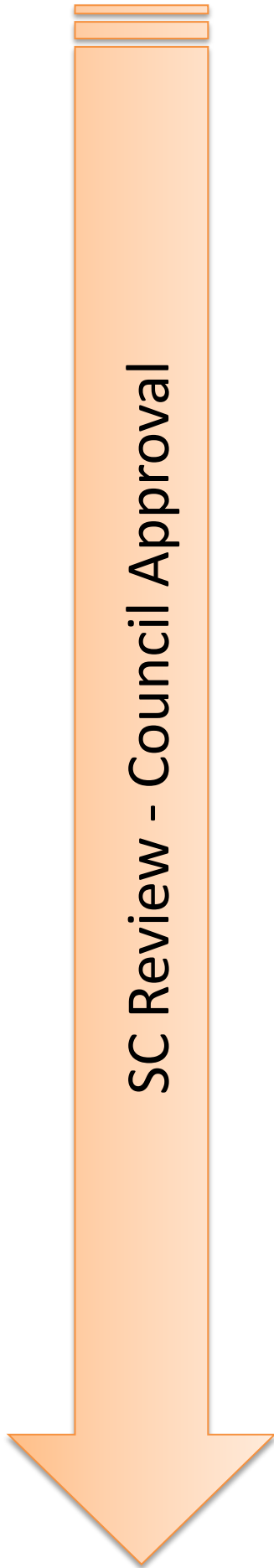
As there was no further business, the meeting was adjourned at 12:31 p.m.

Karen Desroches
Deputy Clerk

Midland Bay Landing Approval Process

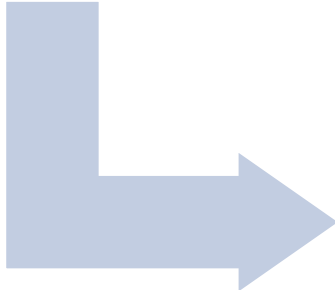


- Guided by Planning Act & MOA



Master Plan

- Adopted by Council June 2013 after public consultation



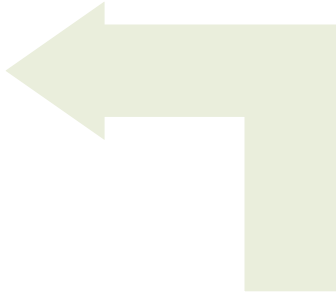
Official Plan

- Town initiated
- Town to finalize with input from Consar
- PDCC and Council approval and public consultation required
- County approval required
- Subject to right of appeal



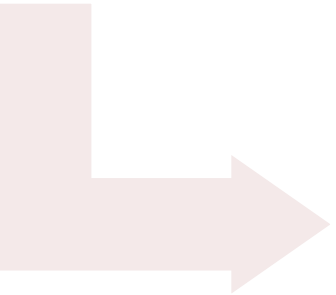
Master Concept Plan

- Consar initiated
- Public Consultation Required
- SC & Council approval
- Includes submission of TIS & MSP



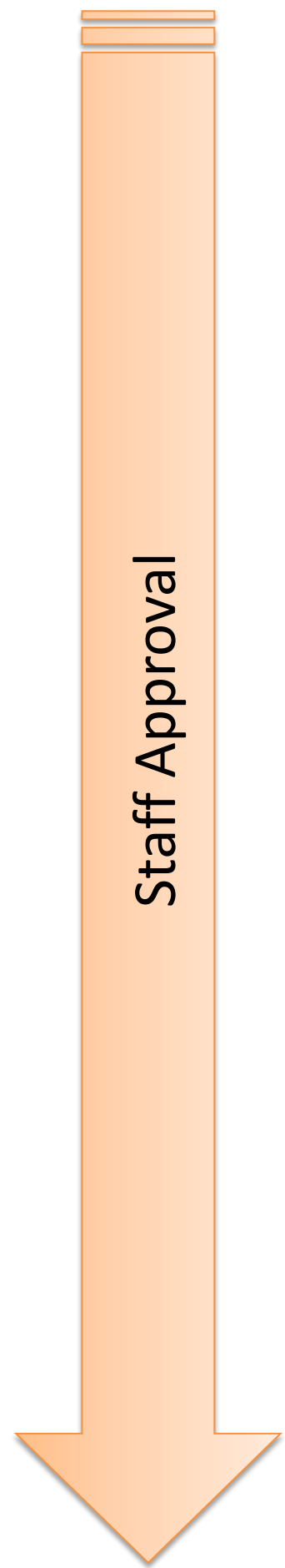
Design Guidelines

- Consar initiated
- Public Consultation Required
- SC Review and Council approval



Site Specific Zoning*

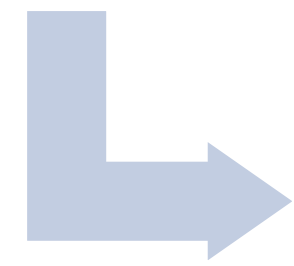
- Town?
- Legal process
- PDCC Review & Council approval
- OMB
- *other tools could be used



- Consar applications – no fees as per MOA

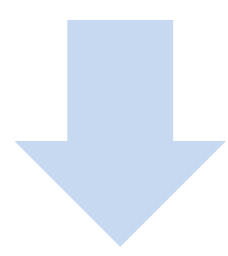
Individual Site Plan Applications

- Delegated to staff via amendment to SPCA By-law



Site Plan Agreements

- Delegated to staff & Town Solicitor via amendment to SPCA By-law
- Mayor & Clerk execute agreement(s)

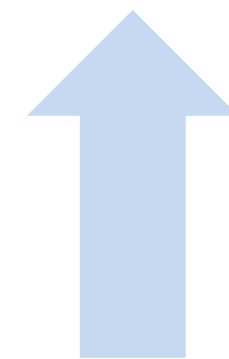


Structures Applications, Issuance & Construction

- Design review delegated to staff via amendment to SPCA By-law

Public & Private Elements Construction

Staff to refer to Committee & Council for decision



Deviations

- Iconic feature
- Changes from Approved Master Concept Plan.
CDG
 - Etc

SCHEDULE “??” TO BY-LAW 2015-??

MIDLAND BAY LANDING STEERING COMMITTEE

TERMS OF REFERENCE

MANDATE

The Midland Bay Landing Steering Committee (formerly known as the “Waterfront Project Steering Committee”) shall advise and assist the Town of Midland in the development of the Midland Bay Landing Development Project. The Committee is to consider and provide recommendations to Council on the overall Conceptual Plans, including the Architectural Guidelines, Urban Design Guidelines, and the iconic feature. In addition, the Committee is to work with the private developer to develop a public communication plan for communication during the design and development phases of the development. The Committee will provide regular updates to Council.

COMMITTEE COMPOSITION

The Committee shall consist of three Members of Council, three community representatives, with the Chief Administrative Officer, Director of Planning and Building Services, Town Engineer and other staff, as required, attending in an advisory capacity. In addition, the private developer shall be attending as required.

APPOINTMENTS

The first Committee Members shall be appointed by Council, for a term to coincide with the term of Council.

MEETING SCHEDULE

The Midland Bay Landing Steering Committee shall meet bi-weekly on the Friday, with additional meetings to be called by the Chair as required for review of particular matters or issues.

DEFINITIONS

“the Town” refers to The Corporation of the Town of Midland and may include the Town’s Committees, Agencies, Boards and Commissions.

“the Waterfront Project” refers to the Midland Bay Landing Development.

“private developer” refers to Mountain Ridge Estates being an affiliate of the Consar Building Corporation.

DUTIES

The Committee shall report directly to Council and shall be responsible for the following:

- a) participate in the initial review and comment on the overall Master Concept Plan including but not limited to the iconic feature, Architectural Design, and Urban Design Guidelines;
- b) review on any proposed changes to the Master Concept Plan as identified by staff and make recommendations to Council;
- c) develop a public communication plan with the private developer to ensure continued public involvement and release of information;
- d) review and recommend to council the development approval process.

STAFF SUPPORT

- a) Secretary/Resource Person; and
- b) Other Municipal Staff as required

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