
A G E N D A

Waterfront Project Steering Committee Friday, August 29, 2014 Council Chambers 11:00 a.m.

1. Open Meeting
2. Declarations of Pecuniary Interest
3. Review of Minutes – August 15, 2014

4. CLOSED MEETING PORTION

- Review of the Request for Expression of Interest Submissions

Motion to Adjourn to Regular Waterfront Project Steering Committee Meeting

5. Unimin Lands Acquisition - Celebration
 - Friday, August 29, 2014 at 2:00 pm
6. Action Plan Preparation
7. Master Plan Implementation
8. Find the Developer
9. Find the User
10. Other Items
 - Application to the Green Municipal Fund – Verbal Report
11. Adjournment and Next Meeting

Next Meeting: September 5, 2014 – Council Chambers (at the call of the Chair)

Minutes of the Waterfront Project Steering Committee Meeting held Friday, August 15, 2014, at 11:00 a.m. in the Council Chambers of the Municipal Office.

Present: Mayor G. McKay
Councillor G. Canning
Councillor Z. Pendlebury
C. Tripp, Chief Administrative Officer
J. Galloway, Town Engineer
W. Crown, Deputy CAO/Director of Planning and Building Services
M. Villeneuve, Director of Finance/Treasurer
K. Desroches, Deputy Clerk/Senior Executive Assistant

Regrets: Councillor J. Charlebois

1. Open Meeting

Mayor McKay opened the meeting 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 August 1, 2014, meeting.

4. Unimin Lands Acquisition – Celebration

C. Tripp advised that plans are underway for the Unimin Lands Acquisition celebration scheduled for Friday, August 29, 2014, at 2:00 pm. Notice of the event has been placed in the Midland Mirror and letters have been forwarded to local dignitaries, as well as local service groups.

The new “Midland Bay Landing” sign has been installed and is ready to be unveiled at the celebration.

5. Action Plan Preparation

W. Crown advised that the draft Action Plan that has been prepared and accepted by the Committee will be used as a work plan since it identifies actions to be undertaken by staff towards completion of the items contained within the Plan. W. Crown noted that the Action Plan will be a standing item on the Committee’s agenda since many of the items set out in the plan are currently on the agenda.

6. Master Plan Implementation

W. Crown advised that an open house and statutory public meeting regarding the MCR and OPA was held. Through the process ADM identified concerns

regarding development of the property. The concerns related most particularly to the proposed mixed use and the impact of their operations on Midland Bay Landing and vice versa. Consequently, ADM has retained a consultant to conduct a Noise Impact Study. On July 28, 2014, Council supported the retaining of Valcoustics Canada Ltd. to review the Terms of Reference, scope of work, and the Noise Study prepared by ADM's Consultant. A meeting has been scheduled with ADM representatives and their consultant to conduct a site inspection. Once a meeting regarding the results has taken place, W. Crown advised that he will provide a report on timeframes regarding the status of the peer review.

In response to a question raised by Mayor McKay, W. Crown advised that, depending on the results of the study, modifications may need to be made to the plan in terms of what uses are permitted on the property and where, and options with respect to noise attenuation measures. Similarly, there may be options that ADM may need to implement on their site. The results of the study will be taken into consideration in the OPA going forward.

In response to a question raised by Z. Pendlebury, W. Crown advised that ADM is still working towards updating their certificate of approval as it relates to noise, dust and air quality. W. Crown has requested an update on the status of any complaints they may have received.

7. Find the Developer - RFEOI Update

J. Galloway provided details concerning the distribution of the RFEOI and the amount of interest expressed to date. The RFEOI closes today.

8. Find the user

An in-camera session has been scheduled for September 2 to discuss the recent correspondence received from two local organizations proposing possible partnership opportunities.

9. Berthing of Miss Midland

C. Tripp advised that Midland Tours has been contacted regarding the berthing of the Miss Midland. An update will be provided once a response has been received.

10. Insurance Review and Site Management

The Committee reviewed three options proposed by BFL to mitigate the potential for liability. Of the options presented and based on the recommendation from BFL, the Committee supported Option 3.

The Committee directed staff to proceed with the safety measures and to advise Council of what actions are being undertaken for risk management purposes.

J. Galloway advised that he has been in contact with Stantec regarding concerns raised with respect to dust and has received a response indicating that there is no dust generation occurring. While it is anticipated that dust will be generated during construction, mitigation efforts will be addressed in the plan.

11. Other Items

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

In response to a question raised by R. Hackney, C. Tripp advised that signage is being installed that will alert the public that the property is not prepared for public use at this time. If the public does not heed the signs, then further action may be required.

In response to a question raised by R. Hackney, Mayor McKay advised that it could be up to two years before development on the property commences.

12. 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 11:30 a.m.

K. Desroches

Karen Desroches
Deputy Clerk/Senior Executive Assistant

ACTION PLAN



7/17/2014

Town actions following acquisition of the Unimin Canada waterfront lands

Action Plan

TOWN ACTIONS FOLLOWING ACQUISITION OF THE UNIMIN CANADA WATERFRONT LANDS

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IMMEDIATE ACTIONS (PURCHASE TO 12 MONTHS)

1. Purchase Celebration
 - Council to consider WPSC recommendation July 28th regarding celebration event
 - Date to be determined by Council on July 28th.
2. Site security – risk reduction
 - Site inspection with BFL scheduled for July 22nd
 - Staff report to WPSC/Council on required risk management actions
3. RFEOI and marketing efforts
 - RFEOI release July 14th
 - RFEOI closes August 15th
 - Private sector partnership negotiations
4. Interim Use Lease (Midland Tours)
 - Midland Tours approached mid-July
 - Discussions on winter lease and terms required
5. Interim Use Policy
 - Council determination of policy regarding proposals for interim use
6. Legal survey decisions
 - As previously reported, the legal survey of the property should be conducted shortly after acquisition. While a number of surveys have been completed in the past, there has not been a survey of the entire site. In addition, proceeding with an application for Land Titles Absolute would be prudent in light of the proposal to seek private sector partners. A legal survey would cost in the range of \$18,000 to \$22,000. The costs for the Land Titles application would be in the range of \$3,000 to \$5,000. The legal survey work will be required for all development options and as the basis for all future purchase and sale agreements.
 - For budgeting purposes it would be prudent to consider an estimate for \$27,000 for the legal survey work. As this would exceed the sole source threshold in the Town's Procurement By-law, a Tender/RFP process would be required.
 - WPSC should consider a recommendation to Council to commence the Tender/RFP for the legal survey work for the Midland Bay Landing site.
7. Complete MCR and OPA
 - Public consultation process complete.
 - Council to consider proposals for Peer Review services for ADM Milling Noise Impact Study on July 28th

8. Federal/Provincial/GMF Funding Opportunities

- Staff to prepare GMF application for Town's current RA process expenditures
- CAO & Mayor to meeting with MP and MPP to discuss funding opportunities
- CAO and appropriate staff to meet with appropriate federal and provincial staff to discuss funding opportunities
- Consideration of other options for seeking funding opportunities

MEDIUM TERM ACTIONS (12 MONTHS TO 24 MONTHS)

1. RA process decisions
2. Public Realm Component Quantity Survey and Estimates
3. Private sector partnership negotiations
4. Site Re-zoning (Development Permit/Site Specific Zones/Holding Zones, etc)

LONG TERM ACTIONS (24 MONTHS AND BEYOND)

1. RA process
2. Site Re-zoning (Development Permit/Site Specific Zones/Holding Zones, etc)
3. Detailed Private sector partnership negotiation(s) and agreement(s)
4. Sale of asset in whole or in part
5. Development of waterfront neighborhood