
A G E N D A

Waterfront Project Steering Committee Friday, September 12, 2014 Council Chambers 11:00 a.m.

1. Open Meeting
2. Declarations of Pecuniary Interest
3. Review of Minutes – August 29, 2014
4. Action Plan
5. Master Plan Implementation
6. Find the Developer
7. Find the User
8. Adjournment and Next Meeting

Next Meeting: September 26, 2014 – Council Chambers (at the call of the Chair)

Minutes of the Waterfront Project Steering Committee Meeting held Friday, August 29, 2014, at 11:00 a.m. in the Council Chambers of the Municipal Office.

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

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 August 15, 2014, meeting.

4. Closed Meeting

Moved by Z. Pendlebury

Seconded by J. Charlebois

That the Waterfront Project Steering Committee adjourn to a closed session; and further that this portion of the meeting be closed to the public pursuant to section 239 of the Municipal Act, 2001, Subsection 2 (c)

Proposed or pending acquisition or disposition of land

CARRIED.

The Committee reviewed the submissions received in response to a call for expressions of interest for developers.

The Town Engineer provided an overview of each individual proposal.

Staff received direction on how to proceed, following which it was then,

Moved by Z. Pendlebury

Seconded by J. Charlebois

That this Closed Meeting of the Waterfront Project Steering Committee adjourn at 11:30 p.m.

CARRIED.

5. Unimin Lands Acquisition – Celebration

C. Tripp provided a brief overview of the Unimin Waterfront Lands Acquisition Celebration taking place at 2:00 p.m. The Committee reviewed the draft program. C. Tripp advised that notice of the event was placed in the Midland Mirror, on the Town's website and notice boards. Letters were forwarded to local dignitaries and service groups as well.

6. Action Plan Preparation

The Committee reviewed the Action Plan. C. Tripp provided a brief update on progress to date and advised that staff will continue to keep the Committee apprised of what is occurring and the status of items contained in the Plan. As process is made additional items may need to be added.

In response to a question raised by Mayor McKay regarding legal boundary decisions, C. Tripp advised that current zoning allows for some flexibility which is desired at this time. The Action Plan can include the incorporation of zoning restrictions as development progresses.

Mayor McKay spoke to the need to develop a Memorandum of Understanding that identifies the process to be undertaken with respect to prospective users, including how and when to disclose information to developers for the benefit of the development.

The Committee agreed that the items discussed above should be included in the Action Plan.

7. Master Plan Implementation

A. Betty advised that staff will be meeting with ADM Milling representatives next week regarding the Master Plan implementation.

8. Find the Developer - RFEOI Update

J. Galloway spoke to the strong response received regarding the RFEOI and recommended staff meet with developers that have expressed interest to obtain an understanding of their vision for the lands. J. Galloway further advised that he is seeking the Committee's direction on the drafting of an agreement.

The Committee engaged in discussion regarding the need to define a process that enables staff to ascertain the competencies and expertise of developers, their attitude, vision, intentions and timelines. Accordingly, the Committee agreed the process should include open-ended and technical questions.

Staff were directed to prepare questions for the Committee's review.

9. **Find the user**

Mayor McKay noted that a number of people have expressed interest; however, nothing serious at this time.

10. **Other Items**

a) **Application to the Green Municipal Fund**

C. Tripp advised that the Town has applied for funding under the Green Municipal Fund to assist with consultant fees and possibly site cleanup if required.

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

K. Desroches advised that Council has approved an amendment to the Terms of Reference for the Committee to allow for the appointment of two community representatives. An advertisement will be placed in the Town Page, website and notice boards seeking applications.

J. Galloway advised that site signs have been installed on the property and fencing has been ordered.

In response to a question raised by B. Penny, J. Galloway advised that RFEOI responses to date have been for development of the whole property.

11. **Adjournment and Next Meeting**

- **Next meeting: September 12, 2014 at 11:00 a.m.**

As there was no further business, the meeting was adjourned at 11:54 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