

Minutes of the Waterfront Project Steering Committee Meeting held Friday, December 19, 2014, at 11:00 a.m. in the Council Chambers of the Municipal Office.

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

Regrets: Councillor J. Main
B. Kernohan, Community Rep.

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 November 21, 2014, meeting.

4. Closed Meeting

**Moved by B. Penny
Seconded by G. MacDonald**

**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.

a) Land Acquisition/Disposition

The Committee reviewed Confidential Report WPSC 2014-2 dated December 19, 2014, from J. Galloway, Town Engineer, regarding the "Find the Developer" process and draft Memorandum of Understanding.

**Moved by B. Penny
Seconded by G. MacDonald**

That the Waterfront Project Steering Committee in closed session now rise and report to open session.

CARRIED.

5. Open Session

a) Land Acquisition/Disposition

Moved by G. MacDonald
Seconded by B. Penny

That, further to the Confidential Report WPSC 2014-2 from the Town Engineer, dated December 19, 2014, the Waterfront Project Steering Committee confirm the direction provided to staff in the closed session meeting held on December 19, 2014.

CARRIED.

6. Action Plan

W. Crown advised that a Request for Proposals (RFP) for a Legal Boundary Survey was prepared by staff and forwarded to five survey firms on December 11, 2014. The RFP submission deadline is January 9, 2015. A report will be presented to the Committee at its January 16, 2015 meeting, and then recommendations forwarded to the January 26, 2015 Council meeting.

7. Master Plan Implementation

W. Crown advised that work on incorporating the master plan into the official plan is continuing. As the result of concerns raised by ADM Milling Inc., a noise impact study was commenced by ADM Milling. Staff met with ADM Milling representatives and their consultant on November 24, 2014 to review the results of the draft study. Additional information is to be provided to the Town within the next couple of weeks. Details regarding the study will be presented to the Committee at a future meeting.

8. Find the Developer

C. Tripp advised that a meeting with potential developers has been proposed until Friday, January 16, 2015.

In preparation for the meeting, the Committee agreed to meet one week in advance (Friday, January 9, 2015) to discuss the terms of the Memorandum of Understanding.

9. Find the User

C. Tripp advised that Council will meeting in closed session on January 12, 2015, to receive a presentation from two organizations interested in locating on a property in the vicinity of the Midland Bay Landing site.

10. Financial

M. Villeneuve advised that costs to date for the Midland Bay Landing site were approx. \$850,000 less than what had been budgeted. Council has so far directed staff, during 2015 budget deliberations, to further internally finance any 2015 costs that have yet to be determined.

11. Other

a) Public Education Initiative

The Committee engaged in discussion regarding a public education initiative presented at the November 21, 2014, meeting.

W. Crown advised that he will be contacting the owner of the vacant space downtown and will report back to the Committee. If the owner is interested, he will contact the BIA.

W. Crown advised that he is preparing a condensed version of the Waterfront Master Plan, together with pictures, to better highlight the Town's vision. The information will be provided to the Committee for comment before being posted on the Town's website.

b) Email dated December 18, 2014 from B. Kernohan

In the absence of B. Kernohan, the matter was deferred to a future meeting.

12. Adjournment and Next Meeting

- Next meeting: January 9, 2015 at 11:00 a.m.

As there was no further business, the meeting was adjourned at 12:27 pm.

K. Desroches

Karen Desroches
Deputy Clerk/Senior Executive Assistant