

Minutes of the Waterfront Project Steering Committee Meeting held Friday, February 27, 2015, at 11:00 a.m. in the Council Chambers of the Municipal Office.

Present: Mayor G. McKay
Councillor G. Canning
Councillor G. MacDonald
Councillor J. Main
B. Kernohan, Community Rep.
B. Penny, Community Rep.
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 January 26, 2015, January 23, 2015, January 30, 2015 and February 13, 2015 meetings.

4. Action Plan

W. Crown provided an update on the status of items identified in the Action Plan. The Plan serves as a tool to assist staff in tracking, recording and reporting on the progress of items as they relate to the Midland Bay Landing site. Items are currently being worked on based on their priority within the Plan.

In response to a question raised by Councillor Main, W. Crown advised that a legal survey and a topographical survey are currently being prepared. **J. Galloway will provide an update on the status of the two survey's at the next meeting.**

W. Crown advised that the RWDI noise consultant has completed the draft report. A report from the Town's consultant on the findings is expected next week. Town staff will meet with ADM representatives in early March to review any issues identified within the report and will provide a detailed staff report to Council through the Committee and Council process. The findings may result in some amendments to the Town's official plan.

5. **Master Plan Implementation**

W. Crown provided a brief overview of the Waterfront Master Plan and its purpose. As a vision document, the plan is translated into legislation through an Official Plan amendment.

W. Crown advised that the Official Plan Amendment is a series of documents that the Municipality uses, with each step down the ladder becoming more specific. It is the next level of detail, a regulatory tool, passed by by-law. Detailed development plans are the next step. Each level brings greater certainty and provides for some flexibility.

Staff was directed to amend the cover page of the Master Plan document to reflect the branding name “Midland Bay Landing” and to make 30 printed copies of the plan available to the public at the Municipal Office. The plan is also available for viewing on the Town’s website.

6. **Find the Developer**

Mayor McKay advised that Council has instructed the Town’s negotiation team to proceed with discussions with a potential developer and to bring forward a Memorandum of Understanding to the Committee and then to Council for review and modification, if necessary.

7. **Find the User**

Mayor McKay advised that interest is being expressed by a variety of potential users.

8. **Financial**

W. Crown advised that there is an application before FCM for Green Municipal Funding to cover the costs of the risk assessment for the property. A response is expected to be received by mid-March.

9 **Other**

a) **Midland Bay Landing – Public Communication Plan**

The Committee reviewed a draft Communication Plan prepared by B. Penny. A discussion ensued regarding the timing of communications and the various mechanisms available to ensure communications and announcements reach a broad audience. The intent of the Communication Plan would be to generate interest in the project, encourage feedback and dispel any misconceptions.

The Committee agreed to add “Communication Plan” as a standing item on the agenda.

10. **Adjournment and Next Meeting**

- Next meeting: Friday, March 13, 2015 at 11:00 a.m.

As there was no further business, the meeting was adjourned at 11:53 a.m.

Karen Desroches

Karen Desroches
Deputy Clerk/Senior Executive Assistant