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# A G E N D A

## Waterfront Project Steering Committee Friday, April 11, 2014 Council Chambers 11:00 a.m.

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1. Open Meeting
2. Declarations of Pecuniary Interest
3. Review of Minutes – March 28, 2014 (attached)
4. Draft RFEOI
5. Master Plan Implementation  
W. Crown to provide a verbal report on the status of the MCR and OPA
6. Communication with the Public
7. Find the Developer
8. Find the User
9. Financial
10. Other Items
11. Adjournment and Next Meeting

***Next Meeting: Friday, April 25, 2014 at 11:00 a.m. – Council Chambers***

**Minutes of the Waterfront Project Steering Committee meeting of Friday, March 28, 2014, at 11:00 a.m. in the Council Chambers of the Municipal Office.**

**Present:** Mayor G. McKay  
Councillor Zena Pendlebury  
Councillor J. Charlebois  
Councillor G. Canning  
W. Crown, Deputy CAO/Director of Planning and Building Services  
M. Villeneuve, Director of Finance/Treasurer  
J. Galloway, Town Engineer  
S. Edgar, Executive Assistant – Planning and Building Services

**Regrets:** C. Tripp, Chief Administrative Officer

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**1. Open Meeting**

Mayor McKay opened the meeting.

**2. Declaration of Pecuniary Interest**

There were none declared.

**3. Review of Minutes**

The Committee reviewed and received as information the Minutes from the February 28, 2014, meeting.

**4. Waterfront Naming Contest**

Committee reviewed Staff Report WFN 2014-1, dated March 12, 2014, with respect to the Waterfront Naming Contest. W. Crown provided an overview of the selection process and analysis.

A discussion ensued and the Committee confirmed their support of the name “Midland Bay Landing” as the place name for the waterfront mixed-use development formally known as the Unimin Lands.

**Recommendation**

The Committee recommends the following:

- 1. That the Town select “Midland Bay Landing” as the place name for the new waterfront mixed-use development formally known as the Unimin Lands.**

**5. Draft Request for Expressions of Interest**

W. Crown advised that the CAO had requested that a draft Request for Expressions of Interest be drafted. Public Input may be provided and comments should be directed to Staff. J. Galloway provided an overview of the Draft RFEOI and its various Sections. Committee will need to decide if the RFEOI will have a

close date or if it will be run as open ended document. The purpose of the document would be to solicit interest of developers, therefore a deadline may not be recommended.

Discussion ensued and it was suggested that it be disclosed within the document that there is no close date and allows the Municipality to have flexibility with respect to developer interest. The document will not be binding on the Municipality.

Committee questioned the manner in which the RFEOI will be circulated. The document will be advertised and there are many avenues that can be used. Staff will further investigate once the document has been finalized.

This document will detail the steps taken by the Municipality regarding the ESA and OP. A detailed report from staff regarding the costing will follow

It was noted that the RFEOI will not be circulated until the Sale of Lands has been finalized.

**6. Master Plan Implementation**

W. Crown advised that the MCR and OPA are in progress and the Public Meeting will be held on April 2, 2014. An Open House was held on March 5, 2014. All of the input received at the Public Meeting will be put into a further report to be forward to PDCC.

**7. Communication with the Public**

All of the pertinent information is on the Town's website. At some point, there will be a dedicated section on the website. It is not necessary to wait until the Sale of the lands. There may be a specific section once the name of the site has been formally adopted by Council.

**8. Find the Developer**

Mayor McKay advised that the list is ongoing and is updated on a regular basis.

**9. Find the User**

Mayor McKay advised that the list is ongoing and is also updated on a regular basis.

**10. Financial**

M. Villeneuve advised that so far in 2014, \$8,700.00 has been spent regarding the Environmental Study and that the Town is well within the Budget.

11. **Other Items**

There were no additional items.

12. **Adjournment and Next Meeting**

- Next meeting date: Friday, April 11, 2014 at 11:00 a.m.

As there was no further business, the meeting was adjourned at 11:30 a.m.

*S. Edgar*

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Sherri Edgar  
Executive Assistant – Planning and Building Services