
A G E N D A

Waterfront Project Steering Committee Friday, July 18, 2014 Council Chambers 11:00 a.m.

1. Open Meeting
2. Declarations of Pecuniary Interest
3. Review of Minutes – June 20, 2014 (attached)

4. CLOSED MEETING PORTION

- Possible Partnership Opportunity

Motion to Adjourn to Regular Waterfront Project Steering Committee Meeting

5. Unimin Lands Acquisition - Celebration
6. Action Plan Preparation
Report dated July 17, 2014, from the Director of Planning and Building Services.
7. Midland Bay Landing – Draft Logos
8. RFEOI Update
Town Engineer to provide a verbal report.
9. Master Plan Implementation
W. Crown to provide a verbal report on the status of the MCR and OPA.
10. Find the Developer
11. Other Items
12. Adjournment and Next Meeting

Next Meeting: August 1, 2014 – Council Chambers (at the call of the Chair)

Minutes of the Waterfront Project Steering Committee Meeting held Friday, July 4, 2014, at 11:00 a.m. in the Council Chambers of the Municipal Office.

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

Regrets: J. Galloway, Town Engineer
M. Villeneuve, Director of Finance/Treasurer

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 June 20, 2014, meeting.

4. Unimin Lands Acquisition – Celebration

The Committee reviewed a report dated June 25, 2014, from the Director of Planning and Building Services, proposing the following framework for a land acquisition celebration as follows:

- Unimin Park to be renamed and signed as “Midland Bay Landing Park”.
- Sign unveiling and welcoming celebration with remarks provided by the Mayor and others as appropriate. Community to be invited.
- Refreshments and cake to be provided following the presentations.

A verbal motion moved by Z. Pendlebury, seconded by J. Charlebois, was presented:

That Council approves the holding of a Unimin Lands Acquisition Celebration event, on a date to be determined by Council, in accordance with Staff Report PL-2014-47.

The motion was carried.

W. Crown advised that he will consult with B. Peter to determine when the sign may be installed and will provide Council with the anticipated installation date at the July 28 Council Meeting.

5. **Review of Terms of Reference – Citizen Appointments to Committee**

The Committee reviewed By-law 2013-81 which provided for the adoption of the Terms of Reference for the Waterfront Project Steering Committee. Currently the Committee, as set out in the Terms of Reference, is comprised of “four members of Council, Chief Administrative Officer, Director of Planning and Building Services with staff and members of the public attending in an advisory capacity”.

The Committee engaged in discussion, following which it was recommended that the Terms of Reference for the Committee be amended to allow for the appointment of two community representatives to the Waterfront Project Steering Committee.

Staff was directed to prepare the appropriate report for Council’s consideration at the July 28 Council Meeting.

C. Tripp noted that once approved by Council, an advertisement would be placed in the local paper encouraging anyone interested to submit an application. C. Tripp further noted that due to the confidential nature of certain items, it may be advisable to have the new members sign a confidentiality agreement.

6. **Action Plan Preparation**

W. Crown advised that preparation of an action plan is underway. It is anticipated that a report together with the draft plan will be available for review by the Committee at the July 18, 2014, meeting. The Town’s insurance company has been contacted regarding a site inspection.

7. **Master Plan Implementation**

W. Crown noted that the public consultation process on the MCR and OPA is now complete. A report dated June 25, 2014, proposing that the Town delay the finalization of the Waterfront Master Plan Implementation Official Plan Amendment, was reviewed at the July 2, 2014, Planning and Development Committee Meeting and is available on the Town’s website. The delay is to allow additional time to address the outstanding land use compatibility concerns of the ADM Milling Co. (ADM)

ADM has substantive issues and will be recommending possible solutions to Council. Additionally, ADM will be retaining their own consultant to undertake a noise impact study. Both ADM and the Town will agree on the Terms of Reference, scope of work and work schedule for the consultant. A peer review consultant will also be retained through an RFP process to assist the Town in reviewing the Terms of Reference, scope of work and noise study.

W. Crown noted that the RFP will be going out today to four consulting firms with submissions to be reviewed by C. Tripp, J. Galloway and W. Crown with a report to be forwarded to Council on July 28, 2014.

8. Find the Developer

The Request for Expressions of Interest (RFEOI) document has been approved by Council. A package and material is being prepared and will be ready to go by next week. W. Crown provided a brief overview of the process that will be undertaken.

In response to a question raised by Mayor McKay, W. Crown advised that the RFEOI submission deadline does not exclude the Town from considering options or proposals presented at any time beyond the closing date.

9. Find the User

Mayor McKay advised that business representatives have approached him regarding the property and options available. Discussions are ongoing.

W. Crown noted that businesses and organizations have been approaching the Town expressing preliminary interest in establishing their operations on the waterfront. Once the Town has officially acquired the land more organizations and businesses are likely to come forward.

10. Other Items

The Committee reviewed a number of "Midland Bay Landing" logo variations. C. Tripp recommended that any contrast in colours be significant for visual purposes. Following discussion, the Committee recommended that the Graphic Designer prepare six to eight additional variations of options for consideration at the July 18 meeting.

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

Mr. S. Strathearn questioned whom the logo is intended for and suggested that a developer may choose to conduct their own campaign. W. Crown agreed that a developer may wish to place their own stamp on the development; however, the Town would ensure that a park within the lands is named "Midland Bay Landing".

11. Adjournment and Next Meeting

- Next meeting: July 18, 2014 at 11:00 a.m.

As there was no further business, the meeting was adjourned at 11:38 a.m.

K. Desroches

Karen Desroches
Deputy Clerk/Senior Executive Assistant



