



**City of Hamilton**  
**WEST HARBOUR DEVELOPMENT**  
**SUB-COMMITTEE ADDENDUM**

**Meeting #:** 18-001  
**Date:** April 10, 2018  
**Time:** 1:30 p.m.  
**Location:** Council Chambers, Hamilton City Hall  
71 Main Street West

Lisa Chamberlain, Legislative Coordinator (905) 546-2424 ext. 2729

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<b>5. CONSENT ITEMS</b>	
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# INFORMATION REPORT

<b>TO:</b>	Chair and Members West Harbour Development Sub-Committee
<b>COMMITTEE DATE:</b>	April 10, 2018
<b>SUBJECT/REPORT NO:</b>	Lease Expiry of MacDonald Marine Status Update (PED18096) (Ward 2)
<b>WARD(S) AFFECTED:</b>	Ward 2
<b>PREPARED BY:</b>	Chris Phillips (905) 546-2424 Ext. 5304
<b>SUBMITTED BY:</b>	Jason Thorne General Manager Planning and Economic Development Department
<b>SIGNATURE:</b>	

## Council Direction:

On June 8, 2016, Council approved the following:

- (a) That the Committee reaffirm its support for the West Harbour Waterfront Recreation Master Plan;
- (b) That staff be directed to consult with the Hamilton Waterfront Trust for development of plans for Piers 5 to 7;
- (c) That staff be directed to report to the West Harbour Development Sub-Committee with a proposal to increase staffing resources for the Waterfront Development Office so that the West Harbour Waterfront Recreation Master Plan can be implemented.

This Report is a status update with respect to items (a) and (b), while item (c) was actioned through the 2017 and 2018 Capital Budget process.

## Information:

As part of the West Harbour Waterfront Recreation Master Plan (the “Plan”), the lands referred to as the “Macassa Bay” area are envisioned to change significantly over time.

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Specifically, the Plan envisions the enhancement and addition of several features to be implemented over time within this area. The most notable of which are the following:

- Consolidation of the Waterfront Trail;
- Enhanced public access to the water's edge;
- Enhanced elements to meet Remedial Action Plan (RAP) Ecological and Fish Habitat targets;
- Addition of a heritage interpretive site; and,
- The re-location of the Hamilton Police Services (HPS) Marine Unit.

City staff has recognized from the outset that the Plan, which was approved by Council on May 12, 2010 (Committee of the Whole Report 10-014), envisions the elimination of the existing marina use located on city-owned lands, currently occupied by Scott-MacDonald Limited, operating as MacDonald Marine Services (MacDonald Marine). As per the terms of the existing lease between the City of Hamilton and MacDonald Marine, the lease expires on May 31, 2018.

As staff prepared the implementation plan for design and construction of the various elements of the Plan, specifically as it relates to the Piers 5-7 lands, the HPS Marine Unit was identified as an area of concern for the efficient rehabilitation of the Pier 5-7 shoreline. In particular, since the HPS Marine Unit building forms part of the shoreline itself, the temporary relocation of the Marine Unit would be required by late 2018. This was identified within the West Harbour Implementation Plan and was reflected with the approved Capital Budget.

With the MacDonald Marine lease set to naturally expire on May, 31, 2018, City staff met with the owner of MacDonald Marine in person on March 10, 2017, and confirmed that the City does not intend to renew, extend, or contemplate any overholding of the Lease between the City and MacDonald Marine, beyond its scheduled expiry on May 31, 2018. A formal written letter was issued on the same day. A follow-up letter was issued on September 27, 2017. Since this date, MacDonald Marine has been unresponsive to repeated communication from City staff.

In an effort to communicate the upcoming lease expiry to both boating users and the general public, City staff has used several communication channels including location signage and public advertising in local mainstream media outlets as well as notification on the City's website at [www.hamilton.ca/westharbour](http://www.hamilton.ca/westharbour).

City staff continues to pursue a dialogue with MacDonald Marine, with a specific emphasis on developing a transition plan for the site upon the expiration of the existing lease. As well, based on a request of a few existing boat users, City staff has recently opened a dialogue and met with a group that have an interest in establishing a transition plan with the City. These conversations remain on-going and City staff remains open

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and available to any boat users who wish to contact the City to better understand the issues with the lease expiration.

**APPENDICES AND SCHEDULES ATTACHED**

N/A

CP:cb





# INFORMATION REPORT

<b>TO:</b>	Chair and Members West Harbour Development Sub-Committee
<b>COMMITTEE DATE:</b>	April 10, 2018
<b>SUBJECT/REPORT NO:</b>	Pier 8 Request for Proposals (RFP) Public Presentation Process (PED14002(g)) (Ward 2)
<b>WARD(S) AFFECTED:</b>	Ward 2
<b>PREPARED BY:</b>	Chris Phillips (905)546-2424 Ext. 5304
<b>SUBMITTED BY:</b>	Mike Zegarac General Manager Finance and Corporate Services Department
<b>SIGNATURE:</b>	

## Council Direction:

On November 9, 2016, Council approved General Issues Committee (GIC) Report 16-028 (Report PED14002(c)) entitled “West Harbour Real Estate Solicitation Process for Pier 8 Lands”, which established the framework for the City to bring the Pier 8 lands to market through an open, competitive and public solicitation process. The Council-approved process is multi-staged commencing with a Request for Qualifications (RFQ), followed by a Request for Proposals (RFP) and concludes with a negotiation stage, wherein the contractual documents that govern the transaction shall be formalized.

The City formally completed the RFQ process on on October 6, 2017. The RFP stage was launched on December 15, 2017, with the Technical Proposal Closing on March 13, 2018 and the Financial Proposal and Public Presentation Materials due on April 4, 2018.

This Report is to update members of the Sub-Committee on the process City staff has undertaken to provide an opportunity for the general public to review and comment on the development materials.

## Information:

When developing the formal RFP, City staff incorporated a mechanism for the public to be involved in the process. As required by the RFP, each Proponent provided a set of

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Public Presentation Materials which included a number of illustrative presentation panels, descriptions of target market segments, and a video that provided additional context and descriptions. These materials are appropriate for consumption by a general audience and will be used to solicit feedback from the public which will be shared with the Evaluation Team for consideration.

City staff has developed a program to elicit comments from the public with materials being available for review from April 6, 2018 to April 17, 2018 in the following manner:

**1) Online viewing and comments at [www.hamilton.ca/westharbour](http://www.hamilton.ca/westharbour)**

Utilizing the City's West Harbour webpage, the public will have full access to the materials online. The Proponent videos, presentation panels, and user stories will be posted and the public can comment on a set of prescribed questions for feedback.

**2) Multi-location Open House Display**

Poster Boards and printed materials will be arranged in static displays in several locations throughout the City, the details of which are listed below. Although designed to promote to a city-wide audience, the Open House displays will be limited to only the printed display materials, will be staffed on a limited basis and will still require the public to comment through the website.

<b>Dates</b>	<b>Location</b>
Sat April 7 City Staff 10 am – 1 pm	Williams Fresh Café at Pier 7 on the waterfront – upper level
Sun April 8 City Staff 11 am – 2 pm	CF Lime Ridge Mall, Level 2 Centre Court
Mon April 9 Tues April 10 Daytime hours display City Staff 5 – 7 pm	Hamilton Public Library Central Branch, Main Lobby
Wed April 11 Thurs April 12 Fri April 13 Daytime hours Evergreen Staff City Staff Friday only 6 pm – 9 pm	Evergreen Community Storefront, 294 James St. N.

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Sat April 14 Sun April 15 Daytime hours 12noon – 5 pm display Not Staffed	Art Gallery of Hamilton, Fischer Gallery - 2 <sup>nd</sup> floor
Mon April 16 Tues April 17 Daytime hours display Not Staffed	City Hall, Main Lobby – first floor

Thought was taken to provide a diverse set of locations for the public to visit the Open House display, speak in general with City staff, and gain a better understanding about the proposed developments prior to visiting the website and commenting. To support this program, a cross-promotional marketing campaign will be executed including the City's West Harbour webpage, digital banner on the City's main website, the Economic Development and Corporate Twitter accounts, the Economic Development LinkedIn page, as well as outreach to local, trade and industry media channels.

Public commentary will be limited to the following questions:

1. In your opinion, how does this proposed development create social benefits for the city?
2. In your opinion, how does this proposed development create environmental benefits for the city?
3. In your opinion, how does this proposed development create economic benefits for the city?
4. Do you have any other comments to add regarding this proposed development?

Respondents will be able to answer the four questions for each respectively, so that comments do not get commingled.

To be clear, the public does not get an actual vote on their preference, rather the public's comments only assist to inform the evaluation process. Comments received from the on-line forum will be collated into a briefing document, and disseminated to members of the RFP Technical Evaluation team, who will be asked to evaluate the Proposals, based on the established criteria stipulated within the RFP.

As well, it is important to note that although the materials are available publicly, City Staff has a strict communications protocol with respect to public comments regarding the Proposals, the Proponents, and, most importantly, the evaluation process. It is critical that the evaluation process functions in accordance with the manner established by the RFP. Therefore, City staff will refrain from making any public comments so as to

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avoid any perception of predetermination, bias, or influence on the RFP process. City staff's recommendation will be publicly presented to Council for consideration in June 2018.

**APPENDICES AND SCHEDULES ATTACHED**

N/A

CP:cb