



**Municipality of Port Hope**

56 Queen Street  
Port Hope, ON  
L1A 3Z9

REPORT TO: Council

FROM: Julia Snoek, Director, Parks, Recreation and Culture

SUBJECT: Waterfront and Riverwalk Master Plan RFP

DATE: July 6, 2021

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**RECOMMENDATION:**

Refer to Resolutions.

**BACKGROUND:**

One of the priorities in the Port Hope Strategic Plan (2019-2022) is Waterfront and Riverwalk development and enhancement. The goal is to enhance the quality of life for residents, protect heritage and natural resources, and attract investment and visitors, resulting in increased economic growth. In 2020 the Waterfront and Riverwalk Working Group (WRWG) was established as a working group of Council. One of the tasks of the working group is to develop a new Waterfront and Riverwalk Master Plan, including an implementation strategy.

The new Waterfront and Riverwalk Master Plan will assist the Municipality in planning and developing a desirable, sustainable waterfront that will be enjoyed for years to come. This will result in the formation of a vision, design guidelines, and programming opportunities to determine ways to create linkages, protect the waterfront, and develop innovative, unique, and people-friendly areas.

Staff and the WRWG, in collaboration with stakeholders, have completed site orientation, technical background review, and have focused on identifying the scope of work for planning. Through these initiatives, the preparation of a request for proposals (RFP) has been prepared to seek qualified consultants to develop a master plan.

The objectives of the project are to produce a comprehensive and relevant master plan for the Port Hope Waterfront and Riverwalk – one that is unique to Port Hope and that builds on the natural and cultural heritage values that make Port Hope a special place. The RFP includes priorities and specifications such as:

- Identify issues with existing circumstances and recommend solutions in key areas of interest,

- Create and maintain a high-quality, multipurpose attraction,
- Improve the level of resident and visitor services and operations within the waterfront area,
- Improve access,
- Identify future opportunities,
- Create an implementation strategy.

Overall considerations in the development of the plan include:

- Being fiscally responsible to the Municipality,
- Engaging with and acknowledging public input,
- Suggesting land uses that are both economically viable and socially responsible,
- Providing public amenity areas including parks and open spaces, identifying and recommending improvements to trails and recreational access including culture, heritage, and art,
- Creating opportunities to enhance or restore the assets of the Ganaraska River and Waterfront pertaining to ecological, economic development, and recreational opportunities,
- Incorporation and consideration of 3<sup>rd</sup> party initiatives including the Port Hope Area Initiative.

As identified in the working group terms of reference, 5 key areas will be analyzed according to their existing condition and recommendations will be provided for future consideration. These include the East Beach to Gages Creek, West Beach, the Centre Pier, Harbour, and the Ganaraska River from Lake Ontario to the 401. Community engagement will be key, which may also address additional gaps that may need to be reviewed.

The desired outcomes are:

- A practical, pragmatic, innovative and creative plan that articulates a compelling vision and clear directions for implementation,
- An engaged community of partners, stakeholders, and the public including engagement through community-based design charrettes,
- Supports the regulatory requirements associated with the development and implementation of the plan by developing a technical roadmap,
- Economical and efficient delivery of services, including a strategy to be implemented over time inclusive of implementation costs.

A staff evaluation committee will review and evaluate each proposal based on the criteria and scoring listed in the RFP. The scoring criteria include:

- Firm overview, experience, and capacity,
- Project team and qualifications,
- Methodology, approach and workplan,
- Community and stakeholder engagement,
- Schedule and completion of project,
- Value added.

On February 16, 2021, through resolution 07/2021, Council supported allocating a budget in the amount of \$100,000 to be drawn from the Waterfront Reserve to complete the necessary steps in the development of a new Waterfront and Riverwalk Master Plan.

By providing funds to initiate the work identified above, the WRWG was able begin the processes in developing the background work. The working group worked with a facilitator to assist in the development of a vision and the specifications for the RFP. Based on the scope of work now identified, additional funds need to be allocated. This is supported by the Waterfront and Riverwalk Working Group through the following committee resolution:

**Resolution 26/2021**

That the Waterfront and Riverwalk Working Group recommend to Council that the Request for Proposal, as prepared by Staff with input from the working group, be accepted and issued for bids with an upset limit of \$150,000.

CARRIED

Staff are requesting an additional \$58,650 to be committed from the Waterfront Reserve to complete the master plan. This request is coming to Council to ensure that targeted timelines for release of the RFP and commencement of the planning can occur to move the strategic priority forward.

**RESOURCE IMPLICATIONS:**

\$100,000 has previously been committed from the Waterfront Reserve. With this allotment, the Reserve has a further uncommitted balance of \$858,655. The cost of the facilitator was \$8,650 (net HST). To maintain the project budget for the master plan of \$150,000, an additional \$58,650 is requested to be allocated from the reserve.

**CONCLUSION:**

The WRWG has begun the early stages of the development of a new Waterfront and Riverwalk Master Plan and are ready to proceed with staff in the release of the RFP. Additional municipal funds are required to complete this undertaking and are available in the Waterfront Reserve. Council and the community have identified the development of a new Master Plan as a strategic priority in the Municipal Strategic Plan.

Respectfully submitted,

Julia Snoek  
Director, Parks, Recreation and Culture