

# THE TOWN OF OKOTOKS REGULAR COUNCIL MEETING AGENDA MUNICIPAL CENTRE, COUNCIL CHAMBER

Monday, January 27, 2020

2:00 PM - In Camera Session (Closed to Public) 3:00 PM - Public Welcome

|    |                             |   | Pages |
|----|-----------------------------|---|-------|
| 1. | CALL                        | TO ORDER  |       |
| 2. | ADOI                        | PTION OF AGENDA   |       |
| 3. | IN CA                       | AMERA ITEMS   |       |
|    | à mat                       | ouncil's discretion, this portion of the meeting may be closed to the public if ter to be discussed is within one of the exceptions to disclosure in Division Part I of the Freedom of Information and Protection of Privacy (FOIP) Act.) |       |
|    | 3.1                         | Committee/Board Update (FOIP s.17(4)(f)) - verbal report  |       |
| 4. |                             | GATIONS / QUESTION PERIOD BY THE PUBLIC - 3:00 P.M. OR (6:00 by prior arrangement)  |       |
| 5. | MOT                         | ON(S) ARISING FROM IN CAMERA  |       |
| 6. | MINUTES OF PREVIOUS MEETING |   |       |
|    | 6.1                         | Regular Council Meeting - January 13, 2020  | 4     |
| 7. | CHIE                        | F ADMINISTRATIVE OFFICER'S REPORT   | 16    |
| 8. | BUSI                        | NESS  |       |
|    | 8.1                         | Integrated Pest Management Plan Update  | 18    |
|    |                             | An amendment to the Integrated Pest Management Plan is provided for Council approval.   |       |
|    | 8.2                         | Fee Waiver Policy   | 48    |
|    |                             | The draft Fee Waiver Policy is presented for Council's consideration.   |       |
|    | 8.3                         | Royal Canadian Mounted Police Day and First Responders Day Proclamations  | 50    |
|    |                             | Council is requested to consider formally recognizing the Royal Canadian Mounted Police and First Responders through proclamations.   |       |

|       |   | 2   |
|-------|---|-----|
| 8.4   | 2018-2021 Strategic Plan Mid-Term Review  | 54  |
|       | An update to the 2018 - 2021 Strategic Plan is provided to Council for consideration.   |     |
| 8.5   | January 2020 Progress Report - 2018 - 2021 Strategic Plan   | 77  |
|       | The 2018 - 2021 Strategic Plan Progress Report as of January 2020 is provided to Council for information.   |     |
| BYLA  | ws  |     |
| NOTIC | CES OF MOTION   |     |
| MOTIC | ONS RE NOTICES  |     |
| CORR  | RESPONDENCE FOR ACTION  |     |
| COUN  | ICILLOR INQUIRIES AND SUGGESTIONS   |     |
| COUN  | ICIL REPRESENTATIVE REPORTS   |     |
| STATU | UTORY / NON-STATUTORY HEARING(S) - 7:00 P.M.  |     |
| 15.1  | Public Hearing Report for Bylaw 06-20 - West Okotoks Area Structure Plan  | 99  |
|       | The purpose of Bylaw 06-20 is to adopt a new area structure plan to facilitate future urban development of ±428.6 ha (±1059.0 ac) of land to the southwest of the existing developed areas of Okotoks and replace the existing Sandstone Springs Area Structure Plan covering a portion of the lands. |     |
| BYLA  | WS / BUSINESS RELATING TO HEARING(S)  |     |
| 16.1  | Bylaw 06-20 - West Okotoks Area Structure Plan  |     |
|       | Depending on the outcome of the public hearing, this Bylaw is ready for second reading.   |     |
| RESP  | ONSES TO COUNCILLOR INQUIRIES AND SUGGESTIONS   |     |
| 17.1  | Councillor Thorn - LEED Certification Costs   | 414 |
| CORR  | RESPONDENCE FOR INFORMATION   |     |
| 18.1  | David Strong, Lead Medical Officer of Health Calgary Zone, Alberta Health Services, Re: Legalization of Edibles, Extracts and Topicals - Information for Municipalities - January 10, 2020  | 415 |

Andrew C.L. Sims, Chair, The Alberta Order of Excellence, Re: Call for

Nominees - January 10, 2020

419

9.

10.

11.

12.

13.

14.

15.

16.

17.

18.

18.2

| 19. | BOARD |      | COM         | MITTEE | MINI    | ITES |
|-----|-------|------|-------------|--------|---------|------|
| 13. | DUARD | MINU | C JC JIVIIN | /      | IVIIIVI | ノICO |

| 19.1 | Affordable Housing Task Force - January 22, 2020                 | 420 |
|------|--|-----|
| 19.2 | Municipal Planning Commission - January 16, 2020                 | 422 |
| 19.3 | Okotoks Public Library Board - November 14 and December 12, 2019 | 426 |
| 19.4 | Urban Deer Task Force - January 9, 2020                          | 435 |

# 20. ADJOURNMENT



TOWN OF OKOTOKS
UNADOPTED MINUTES
FOR THE REGULAR COUNCIL MEETING
HELD MONDAY, JANUARY 13, 2020
AT THE OKOTOKS MUNICIPAL CENTRE
COUNCIL CHAMBER

COUNCIL PRESENT Mayor Robertson

Councillor Heemeryck Councillor Rockley Councillor Sands Councillor Thorn Councillor Watrin

COUNCIL ABSENT Councillor Christophers

**STAFF PRESENT** Elaine Vincent, Chief Administrative Officer

Janice Storch, Legislative Services Administrator

### 1. CALL TO ORDER

Mayor Robertson called the meeting to order and provided a traditional land acknowledgement at 2:13 p.m.

A moment of silence was observed honouring the victims of the recent airline tragedy in Iran.

### 2. ADOPTION OF AGENDA

MOTION 20.C.001

By Councillor Watrin

That the agenda for the January 13, 2020 Regular Council Meeting be adopted as presented.

### 3. IN CAMERA ITEMS

MOTION 20.C.002

By Councillor Heemeryck

That the meeting go In Camera as the matters to be discussed during this portion of the meeting are within one of the exceptions to disclosure in Division 2 of Part I of the *Freedom of Information and Protection of Privacy (FOIP) Act* at 2:16 p.m.

Carried Unanimously

3.1 Committee Member Update (*FOIP* s. 17(4)(f))

### In Attendance

Mayor Robertson Councillors Heemeryck, Rockley, Sands, Thorn, and Watrin Chief Administrative Officer Elaine Vincent Legislative Services Administrator Janice Storch

3.2 Chief Administrative Officer's 2020 Performance Objectives / Priorities (FOIPs. 17(2)(e))

### In Attendance

Mayor Robertson

Councillors Heemeryck, Rockley, Sands, Thorn, and Watrin Chief Administrative Officer Elaine Vincent (from 2:54 p.m. to 3:02 p.m.)

MOTION 20.C.003

By Councillor Watrin

That the meeting come out of In Camera at 3:03 p.m.

Carried Unanimously

Break at 3:04 p.m. Reconvene at 3:10 p.m.

# 4. DELEGATIONS / QUESTION PERIOD BY THE PUBLIC

None

# 5. MOTION(S) ARISING FROM IN CAMERA

None

### 6. MINUTES OF PREVIOUS MEETING

# 6.1 Regular Council Meeting - December 9, 2019

MOTION 20.C.004

By Councillor Rockley

That the minutes of the Regular Council Meeting held December 9, 2019 be adopted as presented.

Carried Unanimously

### 7. CHIEF ADMINISTRATIVE OFFICER'S REPORT

Elaine Vincent, Chief Administrative Officer, reviewed the report containing information from Corporate Support, Community Services, Corporate & Strategic Services, Development Services, and Infrastructure & Operations.

MOTION 20.C.005

By Councillor Sands

That the Chief Administrative Officer's Report for January 13, 2020 be received as information.

Carried Unanimously

### 8. BUSINESS

### 8.1 Facility Rental Fee Waiver Request - Coldest Night of the Year

Donna Racette, Recreation Client Services Manager, and Kelly Sauerwein, Facility Booking Administrator, reviewed the report containing the issue that a request from the Okotoks Food Bank and Baby It's Cold Outside Charitable Society for a facility rental fee waiver to host the 2020 Coldest Night of the Year event is presented to Council for consideration.

MOTION 20.C.006

By Councillor Thorn

That the Foothills Centennial Centre rental fee of \$1505.76 not be waived for the Saturday, February 22, 2020 Okotoks Food Bank and Baby It's Cold Outside Charitable Society - The Coldest Night of the Year event.

Mayor Robertson requested a recorded vote.

In Favour: Councillor Thorn

Opposed: Mayor Robertson, Councillors Heemeryck, Rockley, Sands, and

Watrin

Defeated

### MOTION 20.C.007

By Councillor Heemeryck

That the Foothills Centennial Centre rental fee of \$1505.76 be waived for the Saturday, February 22, 2020 Okotoks Food Bank and Baby It's Cold Outside Charitable Society - The Coldest Night of the Year event.

Mayor Robertson requested a recorded vote.

In Favour: Mayor Robertson, Councillors Heemeryck, Rockley, Sands, and

Watrin

Opposed: Councillor Thorn

Carried

### 8.2 Facility Rental Fee Waiver Request - Red Coats for Kids

Donna Racette, Recreation Client Services Manager, and Kelly Sauerwein, Facility Booking Administrator, reviewed the report containing the issue that a request from the Okotoks RCMP Detachment for a facility rental fee waiver for the Red Coats For Kids RCMP Hockey Tournament fundraiser is presented to Council for consideration.

### **MOTION 20.C.008**

By Councillor Sands

That the Pason Centennial Arena National Room rental fee of \$333.60 be waived for the Red Coats for Kids RCMP Hockey Tournament fundraiser taking place January 29 to 31, 2020.

Mayor Robertson requested a recorded vote.

In Favour: Mayor Robertson, Councillors Heemeryck, Rockley, Sands, and

Watrin

Opposed: Councillor Thorn

Carried

# 8.3 Governing Principles and Decision Making Governance Process Policies

Cathy Duplessis, Legislative & Policy Services Manager, reviewed the report containing the issue that the Governing Principles and Decision Making governance process policies are provided for adoption.

## **MOTION 20.C.009**

By Councillor Rockley

That the Governing Principles (GP-A-1.0) and Decision Making (GP-A-2.3) governance process policies be adopted as recommended by the Governance and Priorities Committee.

# 4. DELEGATIONS / QUESTION PERIOD BY THE PUBLIC (RESUMED)

### 4.1 St. John Paul II Collegiate – Dance-Off Contestant Winners

Grades 7, 8, and 9 dance-off contestant winners from St. John Paull II Collegiate were in attendance to be recognized for their participation and success in the event.

Break at 3:59 p.m. Reconvene at 4:03 p.m.

### 9. BYLAWS

### 9.1 Bylaw 02-20 - Land Use Bylaw Amendment

Amanda Brinda, Senior Planner, reviewed the report containing the issue that the purpose of Bylaw 02-20 is to amend Land Use Bylaw 40-98 by adding "dwelling, secondary suite" and "dwelling, accessory" to the list of discretionary uses in the Country Residential and Agriculture Districts.

MOTION 20.C.010
By Councillor Watrin
That Bylaw 02-20 be read a first time.

Carried Unanimously

### 9.2 Bylaw 06-20 - West Okotoks Area Structure Plan

Colin Gainer, Senior Planner, reviewed the report containing the issue that the purpose of Bylaw 06-20 is to adopt a new area structure plan to facilitate future urban development of ±428.6 ha (±1059.0 ac) of land to the southwest of the existing developed areas of Okotoks and replace the existing Sandstone Springs Area Structure Plan covering a portion of the lands.

MOTION 20.C.011
By Councillor Thorn
That Bylaw 06-20 be read a first time.

# 9.3 Bylaw 11-20 - Old Macleod Trail Environmental Reserve Boundaries

Colin Gainer, Senior Planner, reviewed the report containing the issue that the purpose of Bylaw 11-20 is to change the boundaries of the environmental reserve Lots 3ER, 8ER, and 10ER, Block 4, Plan 921 1707 in order to consolidate the lands with Lots 1-2, 4-7, and 9, Block 4, Plan 921 1707; the closed portion of adjacent lane within Block 4, Plan 1420L; and Lineham Place as a single environmental reserve parcel.

MOTION 20.C.012
By Councillor Heemeryck
That Bylaw 11-20 be read a first time.

Carried Unanimously

### 9.4 Bylaw 01-20 - Supplementary Assessments

Ralph Ettenauer, Finance & Systems Director, reviewed the report containing the issue that the purpose of Bylaw 01-20 is to authorize supplementary assessments.

MOTION 20.C.013 By Councillor Thorn That Bylaw 01-20 be read a first time.

Carried Unanimously

MOTION 20.C.014
By Councillor Sands
That Bylaw 01-20 be read a second time.

Carried Unanimously

MOTION 20.C.015
By Councillor Watrin
That authorization be given to read Bylaw 01-20 a third time.

Carried Unanimously

MOTION 20.C.0016
By Councillor Rockley
That Bylaw 01-20 be read a third time and passed.

### 9.5 Bylaw 03-20 - Borrowing Line of Credit

Ralph Ettenauer, Finance & Systems Director, reviewed the report containing the issue that the purpose of Bylaw 03-20 is to authorize a borrowing line of credit of up \$5,400,000.00 to finance operating expenditures for the 2020 taxation year.

MOTION 20.C.017

By Councillor Heemeryck

That Bylaw 03-20 be read a first time.

Carried Unanimously

**MOTION 20.C.018** 

By Councillor Sands

That Bylaw 03-20 be read a second time.

Carried Unanimously

**MOTION 20.C.019** 

By Councillor Watrin

That authorization be given to read Bylaw 03-20 a third time.

Carried Unanimously

**MOTION 20.C.020** 

By Councillor Rockley

That Bylaw 03-20 be read a third time and passed.

Carried Unanimously

### 9.6 Bylaw 08-20 - Tax Instalment Payment Plan

Ralph Ettenauer, Finance & Systems Director, reviewed the report containing the issue that the purpose of Bylaw 08-20 is to permit property and supplemental property taxes to be paid by pre-authorized instalments within the Town of Okotoks.

MOTION 20.C.021

By Councillor Rockley

That Bylaw 08-20 be read a first time.

Carried Unanimously

MOTION 20.C.022

By Councillor Watrin

That Bylaw 08-20 be read a second time.

MOTION 20.C.023

By Councillor Sands

That authorization be given to read Bylaw 08-20 a third time.

Carried Unanimously

MOTION 20.C.024

By Councillor Heemeryck

That Bylaw 08-20 be read a third time and passed.

Carried Unanimously

### 9.7 Bylaw 10-20 - Tax Penalty Bylaw

Ralph Ettenauer, Finance & Systems Director, reviewed the report containing the issue that the purpose of Bylaw 10-20 is to impose penalties on unpaid current taxes and tax arrears within the Town of Okotoks.

MOTION 20.C.025

By Councillor Sands

That Bylaw 10-20 be read a first time.

Carried Unanimously

**MOTION 20.C.026** 

By Councillor Watrin

That Bylaw 10-20 be read a second time.

Carried Unanimously

MOTION 20.C.027

By Councillor Rockley

That authorization be given to read Bylaw 10-20 a third time.

Carried Unanimously

MOTION 20.C.028

By Councillor Thorn

That Bylaw 10-20 be read a third time and passed.

Carried Unanimously

Break at 4:50 p.m. Reconvene at 5:00 p.m.

### 10. NOTICES OF MOTION

None

### 11. MOTIONS RE NOTICES

None

### 12. CORRESPONDENCE FOR ACTION

None

### 13. COUNCILLOR INQUIRIES AND SUGGESTIONS

Councillor Thorn inquired regarding the cost to obtain LEED certification on Town owned buildings.

### 14. COUNCIL REPRESENTATIVE REPORTS

Mayor Robertson reported on his activities since the last Council meeting.

### 17. RESPONSES TO COUNCILLOR INQUIRIES AND SUGGESTIONS

17.1 Councillor Christophers - Oil on Trails

MOTION 20.C.029

By Councillor Rockley

That the response to Councillor Inquiries and Suggestions be received as information.

Carried Unanimously

### 18. CORRESPONDENCE FOR INFORMATION

- 18.1 Honourable Kaycee Madu, Minister of Municipal Affairs, Re: Municipal Sustainability Funding December 4, 2019
- 18.2 Andy Lamb, Director, Alberta Community Resilience Program, Re: ACRP Program Closure December 5, 2019
- 18.3 Ted Mills, Chairperson, Westwinds Communities, Re: Westwinds Communities 2019 Municipal Requisition Invoice December 5, 2019
- 18.4 Lorraine Cathro, Re: Letter of Resignation December 11, 2019
- 18.5 Marigold Report for November 2019 December 12, 2019
- 18.6 Jane Ervin, Re: Letter of Resignation January 8, 2020
- 18.7 Anneke Scholten, Re: Letter of Resignation January 8, 2020
- 18.8 Brad Schultz, Director of Operations, Alberta Recycling Management Authority, Re: ARMA Grant Approval January 8, 2020

MOTION 20.C.030

By Councillor Watrin

That correspondence items 18.1 to 18.8 be received as information.

### 19. BOARD AND COMMITTEE MINUTES

- 19.1 Affordable Housing Task Force December 17, 2019
- 19.2 Emergency Advisory Committee December 16, 2019
- 19.3 Governance and Priorities Committee December 16, 2019
- 19.4 Municipal Planning Commission December 19, 2019
- 19.5 Urban Deer Task Force December 12, 2019

### MOTION 20.C.031

By Councillor Sands

That the minutes of the Affordable Housing Task Force dated December 17, 2019; the Emergency Advisory Committee dated December 16, 2019; the Governance and Priorities Committee dated December 16, 2019; the Municipal Planning Commission dated December 19, 2019; and the Urban Deer Task Force dated December 12, 2019 be received as information.

Carried Unanimously

Break at 5:12 p.m. Reconvene at 7:04 p.m.

# 15. STATUTORY / NON-STATUTORY HEARING(S)

15.1 Public Hearing Report for Bylaw 32-19 - Land Use Bylaw Amendment

Mayor Robertson opened the Public Hearing for Bylaw 32-19 at 7:05 p.m.

Michelle Grenwich, Planner, reviewed the report containing the issue that the purpose of Bylaw 32-19 is to amend Land Use Bylaw 40-98 by revising the Industrial District (I3) to provide for a broader range of uses and to clarify which lands in the I3 District are subject to the provisions of a restrictive covenant that prohibits certain activities from occurring on the lands.

Mayor Robertson called three times for presentations in favour of the proposed bylaw and there were none.

Mayor Robertson called three times for presentations in objection to the proposed bylaw and there were none.

Mayor Robertson called for questions from Council of Administration regarding the proposed bylaw and the questions were answered.

**MOTION 20.C.032** 

By Councillor Sands

That the Public Hearing for Bylaw 32-19 close at 7:18 p.m.

15.2 Public Hearing Report for Bylaw 33-19 - Land Use Bylaw Amendment

Mayor Robertson opened the Public Hearing for Bylaw 33-19 at 7:19 p.m.

Colin Gainer, Senior Planner, reviewed the report containing the issue that the purpose of Bylaw 33-19 is to amend Land Use Bylaw 40-98 by redesignating ±3.57 hectares (±8.84 ac) of Lot 1, Block 1, Plan 181 0673 from Urban Holdings District to Residential Low Density Multi-Unit District and Residential Medium Density Multi-Unit District.

Mayor Robertson called three times for presentations in favour of the proposed bylaw.

Claire Woodside, Stantec Consulting, on behalf of Anthem United, spoke in favour of the proposed bylaw.

Mayor Robertson called three times for presentations in objection to the proposed bylaw.

Dario Bonin, Okotoks resident, asked for clarification regarding density and water use.

Sheila Bonin, Okotoks resident, asked for clarification regarding parking.

Mayor Robertson called for questions from Council of Administration regarding the proposed bylaw and the questions were answered.

MOTION 20.C.033 By Councillor Sands That the Public Hearing for Bylaw 33-19 close at 7:42 p.m.

# 16. BYLAWS / BUSINESS RELATING TO HEARING(S)

16.1 Bylaw 32-19 - Land Use Bylaw Amendment

MOTION 20.C.034

By Councillor Sands

That Bylaw 32-19 be read a second time.

Carried Unanimously

**MOTION 20.C.035** 

By Councillor Rockley

That Bylaw 32-19 be read a third time and passed.

Carried Unanimously

16.2 Bylaw 33-19 - Land Use Bylaw Amendment

**MOTION 20.C.036** 

By Councillor Heemeryck

That Bylaw 33-19 be read a second time.

Carried Unanimously

**MOTION 20.C.037** 

By Councillor Rockley

That Bylaw 33-19 be read a third time and passed.

Carried Unanimously

### 20. ADJOURNMENT

**MOTION 20.C.038** 

By Councillor Sands

That the January 13, 2020 Regular Council Meeting adjourn at 7:47 p.m.



### CHIEF ADMINISTRATIVE OFFICER'S REPORT

### **CAO - CORPORATE SUPPORT**

### **Public Participation Events**

| Event  | Date             |
|--|------------------|
| Land Use Bylaw rewrite – survey  | Jan. 24, Feb. 14 |
| Public workshop will be held at the Pason Centennial Arenas  | Feb. 8, 1 – 4 pm |
| Pop up events and school visits regarding the Land Use Bylaw rewrite will be scheduled with dates to be confirmed. |                  |
|  |                  |
| Additional details can be found at <a href="https://www.okotoks.ca">www.okotoks.ca</a> in the                      |                  |
| Municipal Government / Public Participation Section  |                  |

### INFRASTRUCTURE & OPERATIONS

### **Transportation**

# Priority 3 roads – snow and ice control pilot program

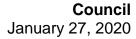
Over the next few weeks, Transportation crews will be engaged in snow clearing and snow removal activities along designated Priority 3 roads. The benefit of these activities will aim towards improving immediate area drainage aspects, road surface ride ability, and challenging active transportation aspects. The roads chosen for the pilot do not currently meet the threshold to receive this level of service as per Policy, but provide a good representation of historical challenges during the winter and spring. Crews are piloting snow clearing efforts within residential streets with the goal of gathering current analytics and snow clearing logistics along this category of road. A report containing the findings of this pilot program will be provided to Council at a future meeting. Public communication messaging has been shared informing residents of this activity.

### Infrastructure & Operations after hours call centre

With the transition of water services in November 2019, Operations teams engaged an after hours call centre service to handle after hours emergency inquiries from the public. The call centre was initially set up to handle utility emergency inquiries during the Water Services transition to the Town. This service was expanded to include after hours emergency response for roads and public works related matters as well. Previously the public works after hours inquiries from the public were required to dial into the Operations main line and then callers would have to choose from a list of

automated options depending on the nature of their call. Now, after hours calls from residents into the Operations centre are received by a call centre with a real-time operator available to answer the call, inform the caller of any general information pertaining to their inquiry, and direct the call accordingly. In the first two months of operation Administration is finding the service valuable from a customer service point of view, and residents are appreciating a real time person answering the Operations phone after hours. We also find improved safety value in the service, as the call center also provides working alone monitoring for Town operators. Town operators who are responding to emergencies or are required to work after hours have the ability to "check in" and "check out" with the call centre, providing the worker a much safer environment.

Prepared by: Nancy Weigel Deputy Chief Administrative Officer January 23, 2020





### INTEGRATED PEST MANAGEMENT PLAN UPDATE

### Issue

An amendment to the Integrated Pest Management Plan is provided for Council approval.

# **Motion Proposed by Administration**

That the amendment to the Integrated Pest Management Plan be approved as presented.

## Report, Analysis and Financial Implications

Council approved the Town's Integrated Pest Management Plan in 2016. Administration is recommending that further amendments be made to the Plan to address a new and serious threat to our urban forest, the emerald ash borer (EAB), should it reach our region.

The EAB is a wood boring beetle native to East Asia that arrived in North America in the 1990s and Ontario in 2002. The beetle has spread to 5 provinces since then. Most species of North American ash trees are susceptible to this pest and millions of trees have already been killed.

The main actions involve monitoring for the pest which requires placement and analysis of sticky traps provided by Canadian Food & Inspection Agency (CFIA) as part of a voluntary audit-based program.

Development of a more comprehensive EAB action plan may be required in the future if the threat increases.

Two initiatives from the Environmental Master Plan (EMP) support this amendment:

- Utilize adaptive planning in managing problematic wildlife and invasive flora, insects and/or diseases
- Continue to educate on the proper management and mitigation of invasive species, problem wildlife and pests

Strategic Plan Goals

| Manage Community Growth           | 1 |             | Provide Strong Governance  |
|-----------------------------------|---|-------------|----------------------------|
| Provide Quality Community         |   | $\boxtimes$ | Healthy and Safe Community |
| Infrastructure                    |   |             | Foster Economic Vitality   |
| Enhance Organizational Excellence |   | $\boxtimes$ | Promote Environmental      |
|                                   |   |             | Excellence                 |

### Governing Policies/Bylaws/Legislation or Agreements

Alberta's Agricultural Pest and Nuisance control regulation has not yet been amended to include the Emerald Ash Borer.

# **Public Participation Strategy**

Website and radio messaging will be used to promote awareness to the public of this emerging issue.

### **Alternatives for Consideration**

n/a

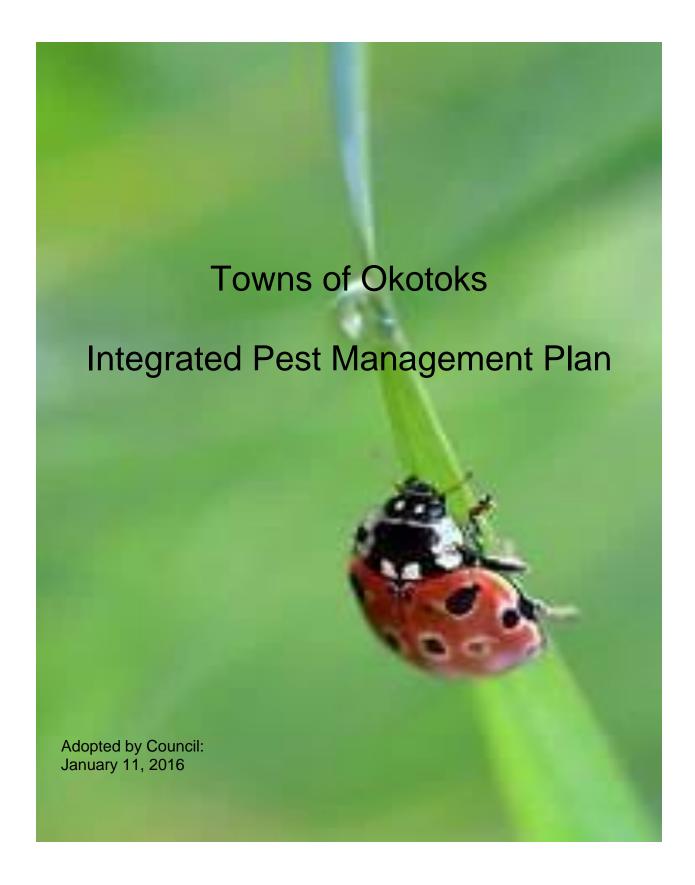
# **Deputy CAO Comments**

I support the Plan being amended to address this issue and raising awareness with the public.

# Attachment(s)

1. Integrated Pest Management Plan with proposed additions highlighted

Prepared by: Gordon White, Parks Technician Urban Forestry Bridget Couban, Acting Parks Manager January 22, 2020



# **Table of Contents**

| INTRODUCTION  | 3   |
|---|-----|
| OBJECTIVES  |     |
| NEED AND FRAMEWORK  | 5   |
| BACKGROUND  | 6   |
| LEGISLATION   | 6   |
| LEGISLATIVE DEFINITIONS   |     |
| Alberta Weed Control Act & Regulation: current edition                                    |     |
| Alberta Agricultural Pest Act & Regulation: current edition                               |     |
| The Wildlife Act of Alberta and Migratory Birds Convention Act of Canada: current edition |     |
| Fish & Wildlife Office  |     |
| Alberta Environment   |     |
| WEED AND PEST PROBLEMS WITHIN THE TOWN OF OKOTOKS   |     |
| Weeds and Invasive Plants   |     |
| Tree Pests and Tree Diseases  |     |
| Nuisances, Pests, and Animals   |     |
| CURRENT CHALLENGES  |     |
| HEALTH, SAFETY, AND WATER QUALITY   | 17  |
| AESTHETICS VERSUS NEED  | 18  |
| EDUCATION AND NOTIFICATION  | 19  |
| ADMINISTRATIVE AND POLITICAL  | 20  |
| TRANSPORTATION, CONSTRUCTION, AND DISTURBED SITES   | 21  |
| GOALS OF THE IPM PLAN   | 22  |
| GOAL 1: APPOINTED IPM COORDINATORS LEAD AND IMPLEMENT THE PLAN                            | 22  |
| GOAL 2: MAINTAIN TURF MAINTENANCE STANDARDS   | 22  |
| GOAL 3: DEVELOP AND IMPLEMENT URBAN FOREST PEST AND DISEASE ASSESSMENT AND CONTR          | ₹OL |
| MEASURES  | 24  |
| GOAL 4: IMPROVE PLANT HEALTH CARE   | 25  |
| GOAL 5: CONTROL WEEDS/PESTS ON PRIVATE PROPERTY   |     |
| GOAL 6: PROMOTE PUBLIC EDUCATION & INVOLVEMENT IN IPM STRATEGIES                          | 26  |
| LIST OF REFERENCES AND TOWN PUBLICATIONS  | 27  |

### INTRODUCTION

Integrated Pest Management (IPM) is a decision-making model used to prevent and manage pest problems. IPM promotes the use of various management practices (cultural, biological, mechanical, chemical, legal, and genetic) to prevent and manage weed and pest infestations.

In Okotoks the following practices are integral to the IPM program:

- Specifications for construction and design for new development such as adequate top soil depth, tree planting requirements, and species selection guidelines all contribute to proactive pest prevention strategies.
- Cultural maintenance practices on sports field turf such as top dressing, aerating, fertilizing are proactive pest control measures.
- On select sites, irrigation is monitored and controlled through IQ2 compatible central control for sports fields to optimize water application and conservation.
- Pruning for pest and disease control is common practice.
- Monitoring programs for invasive pests (e.g. emerald ash borer and Dutch elm disease).
- Spot spraying for invasive weeds on non-manicured sites is undertaken to meet regulatory requirements. Threshold spraying is performed on manicured sites on an as-needed basis.
- Control of prohibited noxious weeds in environmentally sensitive areas is undertaken immediately, usually initially by hand-pulling. Follow-up by chemical control may be necessary.
- Public education through communications and the horticulture hotline aim to inform residents of strategies to control pests and disease while conserving water and minimizing chemical use.

Integrated Pest Management (IPM) Practices can be used anywhere pests are present, but more importantly, before pests are even present. A good IPM Plan uses proactive strategies, like monitoring, for pest prevention and relies less on reactive measures for pest control. Although generally more costly to set up initially, IPM strategies save money in the long run.

The Town of Okotoks Integrated Pest Management (IPM) Plan provides specific information on how to prevent and manage pests on lands within The Town of Okotoks. This plan is a fundamental component of the Town's park maintenance, management, and environmental policies which incorporate effective and environmentally-sound land stewardship practices. This IPM plan fits well with Okotoks' new vision statement:

"The Town of Okotoks is resilient, where people, businesses, ideas and sense of community thrive. Grounded by the Sheep River valley and supported by thoughtful planning and design, a strong local economy and a vibrant civic culture, Okotoks offers exceptional quality of life at every stage of life. Respect for each other and the natural environment makes Okotoks home."

By implementing a sound IPM plan, the Town of Okotoks demonstrates the importance of the Sheep River watershed by coordinating the development and delivery of IPM strategies. The Town also encourages the sharing of information resources to protect and enhance river valley environments and adjacent agricultural lands.

The update of the IPM plan includes:

- Weeds are re-classified as noxious and prohibited noxious as per the Alberta Weed Control Act and Regulation (2010).
- Common weeds and pests are identified with the associated actions for management, if any.
- The goals of the plan have been updated and re-organized to reflect current practices.
- The strategies and actions of goals 7 and 8 of the 2008 plan have been incorporated into goals 1-4.
- Reference to associated legislation, acts, and bylaws are to the current editions.

Communication of the IPM plan update as follows:

- Report to the Culture Parks and Recreation committee (November, 2015)
- o Report to Council (December, 2015)
- Resident consultation on IPM practices will be conducted through the conservation educator program beginning 2016.

### **OBJECTIVES**

The purpose of the Town of Okotoks Integrated Pest Management Plan is to:

- o provide the background and history for developing the plan
- o identify the need for a plan
- o relate the plan to the Town's current policies and publications
- o identify perceived issues and concerns around pest management
- gather support from existing stakeholders, committees, and Council for implementing the plan
- o provide management tools and resources for implementing the plan
- create clear goals for ensuring success of the plan
- provide implementation guidelines for Administration, contractors and developers directly involved with managing vegetation and pests, planning, design, or construction of new and renovated landscapes, facilities, and public land
- provide administrative guidelines for committees of Council, boards, and staff indirectly involved with vegetation and pest management
- o foster inter-municipal and regional coordination and cooperation towards IPM actions and activities (e.g., Dutch Elm Disease research, watershed stewardship activities, public weed pulls, etc.)

- provide guidelines and informational support to encourage residents and businesses to adopt and implement IPM solutions
- minimize use of herbicides and pesticides

The Town of Okotoks will manage vegetation and pests in a manner that:

- o promotes safe conditions for the public and Town personnel
- minimizes risk to the environment and protects surface and ground water quality
- maintains and enhances the aesthetic beauty of the Town's natural and developed park environments
- facilitates and enhances opportunities to pursue and enjoy recreational activities in parks and open spaces
- sustains, preserves and enhances heritage features
- sustains and enhances natural and naturalized areas to provide recreational opportunities for residents and habitat for wildlife

### **NEED AND FRAMEWORK**

The need for a plan is clearly evident during the spring and summer when weeds and pests are abundant. Pest complainants are quick to voice their issues, while others concerned with pesticide use are equally vocal. Having a plan in place will allow the Town to find a balance between acceptable pest levels and to use the appropriate treatment strategy when control is necessary.

The Integrated Pest Management Plan is intended to work in conjunction with and compliment other municipal policy documents and bylaws including:

- Okotoks River Valley Management Plan: current edition
- o Town of Okotoks *Urban Forest Management Plan*: current edition
- Town of Okotoks Beaver Management Policy (1991) & Plan (2009)
- Town of Okotoks General Design and Construction Specifications: current edition
- Town of Okotoks Municipal Development Plan: current edition
- Town of Okotoks Land Use Bylaw: current edition
- Town of Okotoks Open Spaces and Recreation Facilities Bylaw: current edition
- Town of Okotoks Nuisance and Unsightly Premises Bylaw: current edition
- Town of Okotoks Right to Know Bylaw : (current edition)
- Okotoks Community Sustainability Plan: (to be finalized in 2016)
- Town of Okotoks Tree Bylaw: (to be adopted in 2016)

### **BACKGROUND**

In 1996, Okotoks Town Council created an Action Committee on Plant Health Care and Pest Management – *Working Towards a Healthier Environment*. This Committee developed seven objectives aimed at controlling pesticides. In March 1997, Council endorsed the Action Committee's seven objectives. In June 1998, Council passed the Right-to-Know Bylaw. The Town of Okotoks had incorporated IPM strategies and practices in parks management and maintenance, however, a "formal" IPM plan was never developed.

In March 2002, the municipalities of Turner Valley, Black Diamond, and Okotoks identified common watershed management issues. Pesticide use and its effects on healthy aquatic ecosystems were identified as common concerns. In 2004, the three communities received funding through Environment Canada's EcoAction program to conduct further research into municipal pesticide issues and to develop public information and awareness programs to address residential perceptions and use of pesticides. One of the key outcomes of the preliminary research was the lack of formal IPM Plans within the three communities. If residents were being encouraged to adopt IPM practices on private lands the Towns would have to lead by example themselves.

It was proposed the three towns construct a Tri-Community IPM Plan and a draft was created in 2006. The draft was given to each town to complete it to fit their own needs.

In 2008, the first draft of the Okotoks IPM Plan was brought to Council and implemented thereafter. An update of the plan was brought to Council in late 2015.

### LEGISLATION

### **Legislative Definitions**

The Federal Pest Control Products Act defines a pest as "an animal, a plant or other organism that is injurious, noxious or troublesome, whether directly or indirectly, and an injurious, noxious or troublesome condition or organic function of an animal, a plant or other organism. The definition is also related to the situation or size of the pest population that adversely interferes with the aesthetic, health, environmental, functional, or economic goals of society. The federal definition essentially states that a pest is any organism that poses a threat to our resources, human health, and/or exists in an undesirable location.

In conjunction with the above federal legislation there is provincial legislation that provides a legal perspective to determine whether an organism is a pest. Along with its own bylaws, the Town of Okotoks has a legal responsibility to comply with various authorities and legislation.

### Alberta Weed Control Act & Regulation: current edition

The Provincial Weed Control Act & Regulation contains regulations that identify various plants as weeds. These lists are by no means comprehensive, particularly in relation to introduced species that have negatively impacted our natural and naturalized areas (e.g. Russian olive, *Caragana spp.*)

The Weed Control Act categorizes weeds into two classes:

- a) noxious weeds must be controlled
- b) prohibited noxious weeds must destroyed

Municipalities may upgrade a weed to a higher class, but may not downgrade a weed.

### Alberta Agricultural Pest Act & Regulation: current edition

If the Minister considers that an animal, bird, insect, plant or disease is destroying or harming or is likely to destroy or harm any land, livestock or property in all or part of Alberta, the Minister may, by regulation, declare the animal, bird, insect, plant or disease to be:

- a) pests
- b) nuisances

# The Wildlife Act of Alberta and Migratory Birds Convention Act of Canada: current edition

Some occasional pests fall under the guidelines of the *Alberta Wildlife Act* or the *Federal Migratory Birds Convention Act*. As part of the IPM Plan, provincial and federal wildlife authorities are consulted prior to any pest control actions dealing with these species (*e.g. Canada Geese*).

### Fish & Wildlife Office

In Alberta Fish and Wildlife officers perform the following services:

- Ensure Albertans understand and follow legislation that protects fish and wildlife through education, prevention and enforcement.
- Administer programs and operations for human / wildlife conflict management.
- Provide support for public safety programs.

### Alberta Environment

Alberta Environment is the provincial resource for information regarding environment and parks.

### Weed and Pest Problems within the Town of Okotoks

The Town of Okotoks is located within the Chinook belt, an arid and windy region. During the winter, desiccating Chinook winds contribute to already drought-stressed plants rendering them less competitive or resistant to invasive species and pests.

Pest problems are found in various locations in the Town including decorative parks, annual and perennial display gardens, cemeteries, sport fields, roadway green spaces, operational compounds, Town owned buildings and facilities, and private property. Each site has different maintenance and pest management requirements.

The tactics used to control pests largely depends upon land classification and habitat. Within the Town of Okotoks, the main types of pests are:

- Weed pests of manicured turf and non-manicured areas and disturbed land
- Invasive/aggressive ornamental tree and shrub species in the river valley and naturalized areas (e. g. Caragana)
- o Insect and disease pests of the urban forest
- Invertebrate flying pests (e. g. mosquitos)
- Invasive aquatic species
- Vertebrate pests of indoor and outdoor facilities

# **Weeds and Invasive Plants**

The table below indicates the information and/or response for each type of weed.

| WEED/PLANT TYPE  | INFORMATION AND RESPONSE  |
|--|---|
| Noxious Weed  Weed Control Act- A person shall control a noxious weed that is on land the person owns or occupies.  Control means to inhibit the growth or spread or to destroy.   | Action: Most noxious weed complaints on private property are managed through the Town of Okotoks Nuisance and Unsightly Premises bylaw. Parks controls noxious weeds in manicured and natural areas with mechanical and chemical control.   |
| The Alberta Weed Regulation lists noxious weeds and the Alberta Invasive Species council has fact sheets on the internet that describes the plants.  |   |
| Prohibited Noxious Weed  Weed Control Act -A person shall destroy a prohibited noxious weed that is on land the person owns or occupiesDestroy means to kill all growing parts or to render reproductive mechanisms nonviable. | Action: The Alberta Weed Control Act and the Town of Okotoks Nuisance and Unsightly Premises bylaw are utilized by Parks to control prohibited noxious weeds. Parks issues weed notices for private land and destroys prohibited noxious weeds in manicured and natural areas with mechanical and chemical control. |
| The Alberta Weed Regulation lists prohibited noxious weeds and the Alberta Invasive Species council has fact sheets on the internet that describe the plants.  |   |
| cotoneaster: Cotoneaster acutifolia  Tatarian honeysuckle: Lonicera tatarica   | These invasive plants are <b>not</b> currently designated under the Alberta Weed Regulation, however pose a threat to Okotoks river valley and naturalized areas and are typically removed from   |
| Caragana: Caragana arborescens   | those areas as resources permit. Where slope stability or erosion may be  |
| crabapple: <i>Malus spp.</i> green ash: <i>Fraxinus pennsylvanica</i>  | negatively impacted, removals may be undertaken over a much more gradual period of time or not occur at all.  |
| Russian olive: Eleagnus angustifolia   | ported of time of flot occur at all.  |

# **Tree Pests and Tree Diseases**

The table below indicates the information and/or response for each type of tree pest and tree disease:

| pest and tree disease:   |  |
|--|--|
| TREE DISEASE/PEST  | INFORMATION AND RESPONSE   |
| Fire Blight: Erwinia amylovora  Declared a pest under the Alberta Pest Control regulation.                           | Bacteria that affects plants in the Rosaceae family. (crabapple, apple, pear, hawthorn, rose, cotoneaster) Severe infections can kill a tree in one season. Symptoms include sudden wilting and die back of twigs and leaves. Both appear as they have been scorched by fire and may form a shepherd's hook shape.  Action: Infections on public trees are pruned out as resources permit. The town also has a phase out strategy in place. When susceptible trees species are killed by this disease they replaced with alternate species that are not affected by this bacteria. |
| Dutch Elm Disease: (DED) Ophiostoma ulmi  Native elm bark beetle: Hylurgopinus                                       | Both the native elm bark beetle and the European elm bark beetle can transmit the fungus that causes Dutch elm disease. This disease can kill an elm tree within one season. Alberta is Dutch elm disease free at this time.   |
| Rufipes  European elm bark beetle: Scolytus multistriatus  Declared pests under the Alberta Pest Control regulation. | Action: There is Provincial elm pruning ban in effect between April1 and September 30 so that pruning may be accomplished while beetles are inactive. Elm firewood cannot be stored as this provides habitats for beetles If an elm tree is suspected of having Dutch elm disease contact the DED hotline at 1-877-837-3567. A confimed DED tree must be removed and disposed of immediately.  |
| Emerald ash borer (EAB): Agrilus planipennis   | EAB is an alien invasive species from Asia that can kill any species of ash ( <i>Fraxinus spp.</i> ) in North America within a few years of being infected. It is not declared a pest under the Alberta Pest Control regulation but it is anticipated that it will because Manitoba and Saskatchewan have recently added this pest to their provincial pest control regulations. It is not currently in Alberta but showed up in Winnipeg, Manitoba in 2017 and is now a quarantined area under the Canadian Food Inspection Agency  |

|                                     | (CFIA). This is considered the most westerly location in Canada.   |
|-------------------------------------|--|
|                                     | Action: Monitor for EAB insects using sticky traps and lure from June – September. Submit any suspect samples to CFIA. Do branch sampling when pruning ash trees. Obtain an inventory of ash on Town owned lands and increase species diversity through planting |
| Other past and disease.             | programs.  |
| Other pest and disease: Black knot: | These tree disease and pests are also common in the Town of Okotoks. They are not declared   |
| Apiosporina morbosa                 | in the Town of Okotoks. They are not declared pests or nuisances under the Alberta Pest  |
| Cytospora canker:                   | Control Act and regulation.  |
| Leucostoma kunzei                   | Control Act and regulation.  |
| Hypoxylon canker:                   | Action: These tree pests and disease are dealt   |
| Hypoxylon mammatum                  | with as resources permit on public lands. Private  |
| Birch leaf miner:                   | trees that are affected with either a pest or  |
| Fenusa pusilla                      | disease cannot be treated by the town.   |
| European elm scale:                 |  |
| Eriococcus spuria                   |  |

# **Nuisances, Pests, and Animals**

The table below indicates the information and/or response for each type of nuisance, pest, or animal.

| SPECIES                       | INFORMATION AND RESPONSE                          |
|-------------------------------|---|
| Mosquitos                     | Action: Mosquitos are controlled in surface       |
|                               | waters on public lands where mosquito larvae      |
| Various species of the family | are abundant using a biological control agent,    |
| Culicidae.                    | Baccillus thuringiensis, a natural bacterium safe |
|                               | for aquatic ecosystems. Flying mosquitos are      |
|                               | not treated.                                      |
| Stinging Wasps                | Action: The nests of stinging wasps are treated   |
|                               | by chemical means and removed from public         |
| Vespula spp.                  | lands on a case by case basis. Flying stinging    |
| Dolichovespula spp.           | wasps are not treated.                            |

| Meadow Vole   | Voles are small mouse-sized rodents with a shorter tail. Voles are outdoor year-round  |
|---|--|
| Microtus pennsylvanicus   | residents in Okotoks. They do not become a   |
| Classified as a nuisance under the Pest and Nuisance Control Regulation | pest indoors, but rather will chew away at lawns and trees, especially in winter. Most lawn damage is cosmetic and quickly repairs itself once grass is actively growing, by about mid-May. You may reduce damage from voles in the fall by adding tree guards, mowing grass short, and setting out bait stations. In the spring catch voles with mouse traps baited with peanut butter or apple slices. |
|   | Action: The Town does not control voles on public lands.   |
| Northern Pocket Gopher (NPG)  | Formally referred to as northern pocket gophers (NPG's) make mounds of soil across the landscape in spring and fall. Although  |
| Thomomys talpoides  | considered beneficial in natural environments for decompacting and aerating the soil, some   |
| Classified as a nuisance under the Pest and Nuisance Control Regulation | consider them a nuisance. To remove NPG's on private property; you can trap them yourself or hire a private pest control company.  |
|   | Action: Parks controls Northern Pocket Gophers on public lands on a case by case basis.  |

| Richardson Ground Squirrel                       | More formally called Richardson's ground  |
|--|---|
| Spermophilus richardsonii                        | squirrel; gophers are a burrowing rodent commonly associated with agricultural lands.   |
|  | To control gophers on your property, contact a  |
| Classified as a nuisance                         | private pest control company.   |
| under the Pest and Nuisance                      |   |
| Control Regulation                               | Action: Parks undertakes a proactive  |
|  | Richardson Ground Squirrel control program  |
|  | for manicured sites.  |
| Eastern Grey Squirrel                            | Typically black or grey, Eastern Grey Squirrels   |
| Cair was a sameline and in                       | are an introduced species and are not to be   |
| Sciurus carolinensis                             | confused with the native Red Squirrel. Eastern  |
|  | Grey Squirrels are not currently classified as a  |
|  | nuisance, but may be controlled.  |
|  | Action: Residents may control Eastern Grey  |
|  | Squirrels on private property. Parks does not   |
|  | control Eastern Grey Squirrels on public lands.   |
| Domestic rabbit                                  | Although not classified as a nuisance, the  |
|  | domestic rabbit has potential to become an  |
| Oryctolagus cuniculus                            | invasive species in the Okotoks area.   |
|  |   |
|  | Action: Domestic rabbits found on public lands  |
|  | will be controlled.   |
| Norway Rat                                       | There have been no confirmed cases of   |
| Dettus   | Norway rats in Okotoks to date. Rats are often  |
| Rattus spp.                                      | confused with muskrats or other rodents. Rats   |
| Classified as a post under                       | have pink feet and pink tails, while muskrats have black feet and tails. Muskrats often |
| Classified as a pest under the Pest and Nuisance | wander far from water and are common in   |
| Control Regulation                               | Okotoks.  |
| Control (Cegulation                              | Okoloka.  |
|  | Action: Contact Parks for an inspection of dead   |
|  | or detained animals. Positive identification of   |
|  | Norway Rats will be reported to the Provincial  |
|  | authority.  |
| Beaver   | Beaver activity and dams may damage   |
|  | facilities and trees predominantly in the river   |
| Castor canadensis                                | valley, storm water management ponds, or  |
|  | other surface waters.   |
|  | Action: Beavers will be monitored and   |
|  | controlled in Environmental Management  |
|  | Zones as outlined in the Town of Okotoks  |
|  | Beaver Management Policy, Okotoks Beaver  |
|  | Doavor Managomont Folloy, Okotoko Doaver  |

|                             | Management Diagram of the Discovitation             |
|-----------------------------|---|
|                             | Management Plan and the River Valley                |
|                             | Management Plan.                                    |
| Skunk                       | Skunks are omnivores, eating both insects and       |
|                             | plants and can be quite opportunistic, getting      |
| Mephitis mephitis           | into pet food, garbage, and compost. In an          |
|                             | urban environment skunks find food and              |
| Nuisance under the pest and | shelter on private property most frequently. To     |
| nuisance control regulation | deter skunks on your property, ensure holes         |
| aa                          | under decks and outbuildings are blocked. To        |
|                             | have skunks trapped on private property,            |
|                             | contact a pest control company. Permits and         |
|                             |   |
|                             | regulations may apply.                              |
|                             |   |
|                             | Action: Where skunk dens are located on             |
|                             | public lands, Parks may undertake control on a      |
|                             | case by case basis.                                 |
| Fox                         | Foxes mainly consume small rodents, birds,          |
|                             | eggs and rabbits. To deter foxes on your            |
| Vulpes vulpes               | property, ensure holes under decks and              |
|                             | outbuildings are blocked. To have foxes             |
|                             | trapped on private property, contact a pest         |
|                             | control company. Permits and regulations may        |
|                             | apply.  |
|                             | арріў.  |
|                             | Action: Where fox dens are located on public        |
|                             | lands, Parks may undertake control on a case        |
|                             | -   |
| Door                        | by case basis.                                      |
| Deer                        | In 2015 a citizen survey on deer was                |
|                             | undertaken and a deer count was conducted.          |
| Mule Deer: Odocoileus       | There is a public education strategy in place to    |
| hemionus                    | reduce human-deer conflict, deter feeding of        |
|                             | deer, and promote deer resistant landscaping        |
| White-tailed deer:          |   |
| Odocoileus virginianus      | Action: Human-deer conflict should be reported      |
|                             | to the Fish and Wildlife authority. They will       |
|                             | determine if further action is required. Human-     |
|                             | deer conflict may be reported to Parks to have      |
|                             | warning signage placed in the area of concern.      |
|                             | To report illegal feeding of deer, contact          |
|                             | Municipal Enforcement.                              |
|                             | ·   |
| Cougar                      | Typically in Okotoks a few cougar sightings are     |
|                             | reported each year.                                 |
| Felis concolor              |   |
|                             | Action: Cougar sightings should be taken            |
|                             | seriously and reported to the Fish and Wildlife     |
|                             | Authority. They will determine if further action is |
|                             | · · · · · · · · · · · · · · · · · · ·               |

| required. Report cougar sightings to Parks to |
|---|
| have warning signage placed in the area.      |

| Coyote                      | Coyotes are common to this region and   |
|-----------------------------|---|
|                             | although their diets are mainly rodents and   |
| Canis latrans               | rabbits, they may attack pets.  |
| Classified as a nuisance    | Action: Only close encounters or incidents of   |
| under the Pest and Nuisance | aggressive coyote behaviour should be   |
| Control Regulation          | reported to the Fish and Wildlife authority. They   |
|                             | will determine if further action is required.  Report aggressive coyote to the Parks            |
|                             | business unit as well to have warning signage   |
|                             | placed in the area of concern.  |
| Moose                       | Moose are wild animals and need to be given   |
| Along along                 | space and privacy. Stay safe by keeping an  |
| Alces alces                 | appropriate distance from them or just avoid the area.  |
|                             | ine area.   |
|                             | Action: Report moose in Town limits to Fish &   |
|                             | Wildlife. They will determine if further action is  |
|                             | required. Report to Parks to have warning   |
| Bear                        | signage placed in the area of concern.  Okotoks is a wildlife corridor and bears may            |
| Bear                        | pass through the Sheep River Valley.  |
| Black Bear: Ursus           |   |
| americanus                  | Action: Bear sightings should be taken  |
| Crizzly Poor: Urous arotos  | seriously and reported to the Fish and Wildlife   |
| Grizzly Bear: Ursus arctos  | authority. They will determine if further action is required. Report bear sightings to Parks to |
|                             | have warning signage placed in the area of  |
|                             | concern.  |
| Non-native fish             | Action: Parks will consult with appropriate   |
|                             | regulatory bodies.  |
| Dog                         | Refer to: Town of Okotoks Responsible Pet   |
|                             | Ownership Bylaw: current edition  |
| Canis lupus familiaris      |   |
| House Cat                   | There is no bylaw regulating cats in Okotoks.   |
|                             | Feral cats on public lands will be taken to local   |
| Felis catus                 | animal shelter or pound facility.   |
| Other                       | Action: Parks will consult with appropriate   |
|                             | regulatory bodies.  |
|                             |   |

### **Causes of Pest Problems**

In the Town of Okotoks the major causes of pests are:

- a. Readily available sources of infestation: include contaminated nursery stock, transported firewood, unsanitized equipment, vehicle tires, railway cars, contaminated seed sources (wildflower seed mixes and wild bird seed), and contaminated hay.
- b. **Environmental conditions:** loss of habitat, decrease in soil quality (compaction, road salts), insufficient watering, weather, site disturbance from construction, landslides, and flood events.
- c. Mechanical damage: the operation of maintenance equipment can damage turf or injure adjacent trees. Mechanical damage can lead to infestation by pests and disease. Vertebrates (e. g. deer, rabbits, gophers, and voles) can cause significant mechanical damage to trees and turf.
- d. Inadequate landscape construction: pest species can easily take up residence in areas that are not landscaped appropriately (such as insufficient topsoil), planted with inappropriate plant materials, or not controlled such as through a weed management plan. The impact of inadequate construction on weed and pest management is not often noticed until well after the project is completed and signed off.
- e. Lack of maintenance: whether on public or private lands, a lack of maintenance invites invasive species to take up residence and propagate and disperse quickly. Seeds, spores, eggs or other sources of pest infestation impacts pest problems in adjacent areas.
- f. Intentional or unintentional release of pets into the environment: e.g. cats, dogs, rabbits, birds, fish, reptiles, amphibians, etc.

### CURRENT CHALLENGES

The Town must consider a range of challenges and issues when implementing vegetation and pest management in landscape and park environments, including:

- Health, Safety, and Water Quality
- Aesthetics versus Need
- Education and Notification
- Administrative and Political
- Construction and Disturbed Sites

### Health, Safety, and Water Quality

**Issue:** The Town should ban all pesticide use because of the potential for impact on human health and environment.

Response: Noxious and prohibited noxious weeds and various insect pests are invasive species that cause significant threat to our agricultural crops, urban forest, the environment and its associated ecosystems. Many of these invasive species are required to be controlled or destroyed by law. Integrated pest management promotes utilizing the best strategy and practices to address a specific pest problem, which includes using pesticides when necessary. Banning pesticides would reduce the number of management tools available allowing some of these invasive species to spread beyond control by other methods. Minimal concentrations of chemical can be effective when used properly and at the right time during the growing season. Pesticides are applied by Alberta certified pesticide applicators.

**Issue:** There are concerns that the products presently used by the Town represent long term and potentially dangerous hazards to individuals using public lands.

Response: Herbicides are a very useful tool for weed control and are especially helpful on sites where weed infestations are severe. There is extensive scientific evidence that herbicides are very safe when applied as intended following instructions for use. As severe weed infestations can be extremely detrimental to the environment and agriculture industry, finding the right balance between chemical use and acceptable weed levels is instrumental. The Town's "Right to Know" bylaw warns users of the area intended for treatment. Herbicides will only be applied when noxious and/or prohibited noxious weeds are present, or when nuisance weeds exceed the threshold levels.

The Pest Management Regulatory Agency of Health Canada is the governing body that approves and grants registration for pesticides in Canada. Prior to receiving Federal registration, the manufacturers are required to demonstrate the products do not pose a significant health risk, as long as they are used in the manner for which they were registered. The Town only uses pest control products that have received Federal registration.

Of far greater concern is the frequency and improper application of pesticides by residents who are not trained in proper pesticide application procedures and are not aware of potential harmful human health and environmental impacts. Of particular concern is the application of herbicides prior to storm events which may not provide enough time for the product to break down and become chemically inert. As a result, pesticide products enter the Sheep River and can have adverse effects on aquatic health.

**Issue:** Children that use tot lots and playgrounds and sports fields cannot comprehend pesticide warning signs and as a result are likely targets for secondary herbicide exposure.

**Response:** Town maintained tot lots and playgrounds are not to be treated with pesticides. The maintenance practice will be to hand-pull or till weeds from gravel areas. The IPM Plan recommends a 15 meter "pesticide-free" buffer zone be maintained around playgrounds and tot lots. Sports fields will be closed for maintenance should a herbicide application be necessary. Signage will be posted as per the "Right-to-Know" bylaw.

#### **Aesthetics versus Need**

**Issue:** There may be a perception the Town may indiscriminately use pesticides.

**Response:** The frequency of pesticide application on Town land depends on turf health, vigor and quality, location, and maintenance standards and type of park or public land. The maintenance standard for different public lands determines the efforts needed to maintain that site. The Town does not indiscriminately use pesticides. Indiscriminate use of pesticides contradicts the provincial Environmental Codes of Good Practice for pesticide applications and is subject to prosecution by the provincial government.

**Issue:** There is a perception that nuisance weeds such as dandelions are not invasive and do not pose a threat to municipal public lands.

Response: Nuisance weeds are generally opportunistic and symptomatic of growing conditions not adequate to support desirable species. Unhealthy turf and exposed soil areas are susceptible to weeds. Many of the turf grass mixes used are better suited to irrigated sites. Periods of drought can send turf species into dormancy, allowing weeds to flourish with little competition. Weed infested lands are not only unsightly, but can lead to uneven ground (i.e. trip hazards), erosion, and decreased land value. Cultural maintenance practices such as top dressing, aerating, fertilizing, and necessary irrigation are required to keep traditional turf resilient from weed infestation. Chemical applications of herbicide may occur when weeds exceed threshold levels. Where appropriate, especially on non-irrigated sites, native and non-traditional turf mixes should be considered to provide healthy ground cover resistant to weeds.

**Issue:** The lists of pests are not all inclusive in the provincial regulations and civic bylaws.

**Response:** The IPM Plan will continue ongoing efforts towards determining pest categories and tolerance levels of various pests within the Town. Initial pest management objectives within the plan will be based on the legal pest definitions in the Agricultural Pest Act and Weed Control Act. Further review of these pest species will be determined in future IPM program reviews and in consultation with professional expertise of the Provincial Weed Inspector.

#### **Education and Notification**

**Issue:** There are few formal educational opportunities which would enable communities to understand the methods and principles needed to participate in pest management of civic or private landscapes.

**Response:** Different levels of cooperation and participation from residents will result from apparent contradictory messages received from various sources internal and external to the community. The IPM Plan will continue to assist in establishing consistent messages and delivery of IPM information and educational programs on the Town's IPM Plan and how homeowners can utilize IPM principles and practices on their properties.

**Issue:** The concern is that the present notification system does not adequately address all potentially susceptible open spaces and parks users.

**Response:** The IPM Plan provides public notice on pesticide applications. Community areas and residents receive a 24 hour pre-notification of herbicide applications and 48 hour post-notification through warning signs posted at the main entrances to residential areas and directly at the site where applications will occur. Timing of chemical applications is not to conflict with sports field bookings and special events.

**Issue:** How is staff trained in IPM?

**Response:** Most staff involved in implementing the program bring with them post-secondary training including IPM and cultural management practices. Additional education is provided as needed to Town staff, committees, and Council to help in decision-making about IPM strategies and implementation plans. The IPM Plan recommends establishing regional cooperation and continued participation in external educational training programs for Town employees, developers, and private contractors involved with various aspects of pest management.

#### **Administrative and Political**

Issue: Why do we need an IPM plan if we're already practicing IPM strategies?

**Response:** Although there was no formal departmental IPM program in place until 2008, the Town utilized different management strategies within their operational units that were fundamentally IPM based. However, there is a need to ensure that there is education, awareness and support for implementing IPM practices.

**Issue:** Periodically the Town has received interest from individuals/groups that have expressed interest in the Town or specific public lands to be "pesticidefree."

**Response:** The IPM Plan establishes a framework to encourage and facilitate community involvement in park maintenance. Although some noxious and prohibited noxious weeds may require chemical application for control, other weeds can be managed through alternate IPM practices, but may not be able to remain within threshold levels. Requests for specific areas to be "herbicide-free" will be considered on a case-by-case basis and may require additional resident consultation.

**Issue:** Information regarding pest management is not consistent or coordinated with the Towns in the region. The Towns need to become leaders in environmentally sound pest management to assist in the preservation and protection of urban and rural landscapes as well as the overall aquatic health of the Sheep River watershed.

**Response:** The IPM Plan establishes a framework to develop and encourage other Towns in our watershed implement this or a similar IPM program. The IPM Plan also encourages public education campaigns and educational materials to inform residents of current and alternative pest management practices.

#### **Transportation, Construction, and Disturbed Sites**

**Issue**: The railway and school bus routes provide mechanisms for weeds to be introduced and transported out of the community, creating a potential impact on rural lands. The school bus parking areas have frequent scentless chamomile infestations and the railway line also transports weed seeds.

**Response:** The active railway line through the Town of Okotoks provides a mechanism for weeds to be transported into and out of the community. Similarly, school buses have also had the potential to transport weed seeds. The Town works together with transportation organizations to manage weed issues within the Town of Okotoks borders. It is recommended that these areas are regularly inspected and actions are taken to remove weed infestations to avoid impact on rural landscapes.

**Issue:** Increased development within the Town has increased disturbed soil areas susceptible to weed infestation as well as introduced soils and potential weed seeds. These areas become unsightly and contribute to the noxious and prohibited noxious weed problem on both urban and rural landscapes. The large quantities of new trees and other plant materials used in new communities also pose a risk to introduce pests and disease. Regular inspections of new plantings on municipal lands are essential to maintaining pest free urban environments and supporting IPM strategies.

Response: Okotoks' General Design & Construction Specifications are updated regularly to accommodate this goal. Site inspections and orders to control weed growth should be conducted and issued on a regular basis. In minimizing risks of pests, the Town will support and encourage nursery suppliers join forces with the Domestic Phytosanitary Certification Program (DPCP). This is a program developed by the Canadian nursery industry and supported by the CFIA (Canadian Food Inspection Agency) promoting clean nursery stock.

#### GOALS OF THE IPM PLAN

In order for the Integrated Pest Management (IPM) Plan to be successful, residents, Administration, Committees, and Council need to have a clear understanding of the management goals and guidelines involved. In addition, when the plan is implemented as it is intended, it must contribute to controlling pest populations to the desired level.

#### Goal 1: Appointed IPM Coordinators lead and implement the plan

Due to the technical requirements of the Plan and its implementation, coordinators must have related education and experience in IPM. As IPM measures vary significantly between turf and urban forest, appointing coordinators for each area with the appropriate expertise is necessary. IPM coordinators will carry out the Plan and be accountable for its goals and objectives.

#### Some Specific Strategies and Actions...

- Appointed IPM Coordinator(s) assess and manage the turf and urban forest IPM programs.
- IPM Coordinator(s) will determine both short- and long-term strategies for reducing weeds and pests.

#### Goal 2: Maintain turf maintenance standards

Without assessments and a plan, managing weeds and pests is a very reactive process often involving many site inspections and more pesticide solutions than what may have been necessary. Without acceptable threshold guidelines for pests in place, discrepancies between aesthetics and need for control are common. In a reactive process, areas with frequent complaints tend to use/receive more resources for pest management that other areas, contributing to worsening problems in neglected areas.

#### **Maintenance Standards**

Maintenance standards determine the intensity and type of management applied to sites and features. Insects, disease, and vertebrate pests usually require a case by case assessment and evaluation to determine acceptable levels and treatment practices. Acceptable levels of weeds in turf have been established.

Park maintenance classifications are obtained from the Town of Okotoks Parks Management Park Maintenance Classifications: current edition. Examples of acceptable weed levels are found in the Outdoor Facilities Master Plan: current edition for Sports Fields and the Great Plains Turf grass Manual: current edition for high and medium profile areas.

Taking these references into account, the following acceptable threshold levels for weeds form the basis for weed management in the Town of Okotoks. When the Town receives interest from individuals/groups to not have pesticides/herbicides used on specific public lands, resident consultation may be required. Where resident consultation is deemed necessary (as determined by the Town), 75% support for the service change is required.

| Class | Short<br>Description       | Long Description  | Threshold Levels o<br>Weeds                  |
|-------|----------------------------|---|--|
| А     | Parks                      | High profile parks and boulevards   | 5%   |
| М     | Commercial<br>Sites        | Town owned and operated building sites not associated with designated parks   | 5%   |
| В     | Parks                      | Irrigated parks & playing fields  | 15%  |
| С     | Parks                      | Non-irrigated parks or playing fields, may also include high profile boulevards and medians   | 15%  |
| S     | School Grounds             | The Town may contribute to IPM measures on lands included in the Joint Use Agreements.  | 15%  |
| P     |                            | These are Town-owned areas where regular maintenance is carried out by the adjacent landowner   | 15%  |
| W     | Connector<br>Walkways      | Treated the same as Class C parks, but can be upgraded if they are adjacent to a higher classified park                               | 15%  |
| R     | Roadsides                  | Roadsides, boulevards and medians and some steep slopes   | Control noxious<br>and prohibited<br>noxious |
| N1    | Natural Areas              | River banks, gullies, escarpments, islands, wetlands  | Control noxious and prohibited noxious       |
| N2    | Protected<br>Natural Areas | Generally the same as N1,<br>but minimal intervention and<br>only to protect the area from<br>fire and to reduce immediate<br>hazards | Control noxious and prohibited noxious       |
| I     | Industrial Areas           | Town owned parking lots and storage compounds   | 15%  |

| U | Undeveloped | These are lands which may  | 15% |  |
|---|-------------|----------------------------|-----|--|
|   |             | come under Town ownership. |     |  |

# Some Specific Strategies and Actions... Determine and propose cultural management practices to improve turf health. Turf that is identified as having weed issues to be assessed for weed threshold levels prior to herbicide application Coordinate chemical applications around sports field bookings and special events. Investigate and trial new species/varieties of groundcovers requiring little to no irrigation.

- Utilize appropriate resources to control weeds and pests in natural areas with minimal disturbances to native species.
- Require staff, private contractors and developers directly involved with managing vegetation and pests operate in accordance with this IPM plan and with all government acts and regulations.

### Goal 3: Develop and implement urban forest pest and disease assessment and control measures

Pests and disease in the urban forest may be less visible to the public eye, but protecting the urban forest asset from this damage is a key component in urban forest risk management. As trees have a long lifespan and add significant environmental, aesthetic, and financial value to a community, protecting these assets is of utmost importance.

#### Some Specific Strategies and Actions...

- Assess and diagnose insect infestations spring, early summer, and late summer on host species. Determine appropriate management guideline(s) for the short- and long term.
- Prune at least 1/5 of disease-infested public urban forest each year as resources permit
- Keep informed of new pests and diseases and their appropriate management strategies by attending appropriate seminars and workshops.
- Limit planting of highly susceptible tree/shrub species on public lands, and development permit applications sites, and encourage residents do the same.
- Investigate and trial new species/varieties of trees and shrubs to improve biodiversity
- The Town of Okotoks will give preference to suppliers of certified clean nursery stock through the Domestic Phytosanitary Certification Program.
- Require staff, private contractors and developers directly involved with managing vegetation and pests operate in accordance with this IPM plan and with all government acts and regulations.

#### Goal 4: Improve plant health care

Healthy plants are shown to be more resistant to certain pests and disease. Improving plant health care is necessary to preventing many pest problems. In Okotoks, drought is the usually the biggest stressor to trees and turf. As water conservation is very important, improving plant health without adequate irrigation can be challenging. Appropriate site preparation and plant selection are the most important factors in preventing drought stress. Specific strategies and actions can be undertaken to meet this goal.

#### Some Specific Strategies and Actions...

- Identify most costly weeds and pest(s) and worst affected sites.
   Determine strategies to minimize/mitigate these sites in the future.
- In new development, where appropriate, select more drought tolerant plant species that require little to no irrigation to thrive and resist weeds.
- Review General Design & Construction Specifications regularly, incorporating industry best management practices and make appropriate updates to meet IPM goals.
- The Town of Okotoks will give preference to pesticide applicators accredited in Plant Health Care practices as granted by Landscape Alberta Nursery Trades Association (LANTA)

#### Goal 5: Control Weeds/Pests on Private Property

Weeds and pests on private property contribute to unsightly premises, weed and pest distribution, and public complaints. Most weed issues on private property are addressed through the Nuisance and Unsightly Premises Bylaw. Where this bylaw isn't relevant, weed and pest complaints are inspected and assessed and the appropriate communication undertaken with property owners and tenants to educate them. Noxious and prohibited noxious weeds are often unintentionally cultivated and propagated in private gardens. In most cases, public education is sufficient to have the property owner remove/control the species. In other circumstances, the property owner or tenant does not take action to mitigate the problem unless the law is used.

#### Some Specific Strategies and Actions...

- For first time offenders, send friendly educational information to property owners and tenants allowing or encouraging provincially designated weeds or pests to grow, live, or visit their property.
- For reoffending property owners and tenants, utilize the power of the Weed Control Act and Agricultural Pests Act and municipal bylaws to control or remove weeds and pests from private property.
- Ensure two municipally appointed weed inspectors and pest inspectors are on staff to carry out inspections and prepare notices.

#### **Goal 6: Promote Public Education & Involvement in IPM Strategies**

The amount of land, turf, and trees on private property is significant. A successful IPM Plan needs appropriate strategies to be undertaken on a widespread scale. Educating the public about IPM strategies is important in improving weed and pest management on private property while reducing the need for pesticides. In addition, the public can assist in reporting and controlling weeds/pests on public property in many cases.

#### Some Specific Strategies and Actions...

- Ensure the "Right to Know" Bylaw is followed for all pesticide applications.
- Educate the public of common weed and pest problems through the Town Pages in local newspaper and through the Horticulture Extension Resource Office.
- The Town of Okotoks will engage residents on their views of Integrated Pest Management strategies and issues.

#### LIST OF REFERENCES AND TOWN PUBLICATIONS

#### References

1. McKernan, Dennis. 1997. *Great Plains Turfgrass Manual 3<sup>rd</sup> edition*, p. 161.Z

#### **Town Publications**

- 1. Okotoks River Valley Management Plan: current editon
- 2. Town of Okotoks, *Urban Forest Management Plan*: current edition
- 3. Town of Okotoks, *General Design and Construction Specifications*: current edition
- 4. Town of Okotoks, *Municipal Development Plan*: current edition
- 5. Town of Okotoks, Land Use Planning Bylaw: current edition
- 6. Town of Okotoks, Outdoor Facilities Master Plan: current edition
- 7. Town of Okotoks Open Spaces Master Plan: current edition Community Development Consultants Inc
- 8. Town of Okotoks, Parks Classifications: current edition
- 9. Town of Okotoks, Right to Know Bylaw: current edition
- 10. Town of Okotoks, Open Spaces and Recreation Facilities Bylaw: current edition
- 11. Town of Okotoks, Nuisance and Unsightly Premises Bylaw: current edition
- 12. Town of Okotoks, Tree Bylaw: (to be adopted in 2016)
- 13. Okotoks Community Sustainability Plan: (to be finalized in 2016)

#### **Governing Legislation**

- 1. Federal Pest Control Products Act, current edition, Queen's Printer
- 2. Alberta Weed Control Act & Regulation, current edition, Alberta Queen's Printer

- 3. Alberta Agricultural Pests Act & Regulation, current edition, Alberta Queen's Printer
- 4. Wildlife Act of Alberta, current edition, Alberta Queen's Printer
- 5. Migratory Birds Convention Act of Canada, Queen's Act





Council January 27, 2020

#### **FEE WAIVER POLICY**

#### Issue

The draft Fee Waiver Policy is presented for Council's consideration.

#### **Motion Proposed by Administration**

That the Fee Waiver Policy be adopted as recommended by the Governance and Priorities Committee.

#### Report, Analysis and Financial Implications

Administration has created a policy to address fee waiver requests from non-profit, charitable, organizations under \$1,000.00. The intent of this policy is two-part. First, the policy will reduce Administration and Council's time reviewing similar requests. Between 5 and 10 requests of this nature are received annually. Each request requires approximately 10 hours of administrative resources to prepare, review, present, and follow-up. Secondly, the policy will reduce "red tape" to event organizers and provide them with clear expectations regarding what the Town will offer and what they will not.

The Governance and Priorities Committee reviewed this item at the January 20, 2020 Committee meeting and recommend it to Council for adoption.

#### **Strategic Plan Goals**

| Manage Community Growth           |             | Provide Strong Governance  |
|-----------------------------------|-------------|----------------------------|
| Provide Quality Community         |             | Healthy and Safe Community |
| Infrastructure                    | $\boxtimes$ | Foster Economic Vitality   |
| Enhance Organizational Excellence |             | Promote Environmental      |
|                                   |             | Excellence                 |

#### Governing Policies/Bylaws/Legislation or Agreements

n/a

#### **Public Participation Strategy**

n/a

#### Alternatives for Consideration

n/a

#### **Deputy CAO Comments**

I agree with the recommendation. The Fee Waiver Policy would improve efficiency for relatively minor waiver requests.

#### Attachment(s)

1. Draft Fee Waiver Policy GP F 2.6

Prepared by: Cathy Duplessis Legislative & Policy Services Manager January 21, 2020

| , | OKOTOKS  Alstoric Past, Sustainable Fullule |
|---|---|
| , | oustainoble Future                          |

|                  | Fee Waiver         |
|------------------|--------------------|
| Policy Type:     | Governance Process |
| Number:          | GP-F-2.6           |
| To be Reviewed:  | As required        |
| Approval Date:   |                    |
| Motion Number:   |                    |
| Revised Date(s): |                    |

#### **Policy Statement:**

Council supports charitable organizations serving Okotoks residents and will ensure the process to request financial support is unencumbered, expedient, and efficient when falling within the parameters outlined in this policy.

#### **Objectives:**

- Administration is authorized to approve requests from event organizers for Town support that may include, but is not limited to:
  - 1.1 ancillary facilities up to a value of \$1,000.00 as outlined in the Fees, Rates and Charges Bylaw when renting a primary facility (i.e. ice surface);
  - 1.2 requests for primary facility rentals will be based on historical precedent on similar types of requests and eligibility criteria.
- 2. Administration will use the following criteria to determine if an organization is eligible for support up to a value of \$1,000.00:
  - 2.1 be a non-profit, not-for-profit, charitable organization;
  - 2.2 be a local organization or local chapter primarily serving the residents of Okotoks:
  - 2.3 support social, cultural, or recreational causes;
  - 2.4 be in good financial standing with the Town of Okotoks;
  - 2.5 the organization's membership and beneficiaries of its programs and services are directed toward the improvement of the quality of life of Okotoks residents:
  - 2.6 the support applied for shall be intended and used to further the non-profit, not-for-profit, or charitable organization's activities, and must not either directly or indirectly be intended or used to further a profit venture;
  - 2.7 the activities of the organization shall be of a quality to merit public funding support and are not deemed illegal or immoral;
  - 2.8 the event demonstrates a high degree of community support based on attendance, participation, organization membership, volunteers, financial contributions, and in-kind donations.
- 3. Requests for Town support from event organizers over \$1,000.00 or that do not have historical precedent of a similar type of event must provide a written submission to Council.



Council January 27, 2020

### ROYAL CANADIAN MOUNTED POLICE DAY AND FIRST RESONDERS DAY PROCLAMATIONS

#### Issue

Council is requested to consider formally recognizing the Royal Canadian Mounted Police (RCMP) and First Responders through proclamations.

#### **Motion Proposed by Administration**

That February 1<sup>st</sup> be proclaimed Royal Canadian Mounted Police Day and May 1<sup>st</sup> be proclaimed as First Responders Day in the Town of Okotoks on an annual basis.

#### Report, Analysis and Financial Implications

At the 2019 Alberta Urban Municipalities Association (AUMA) convention, Council sponsored a resolution to lobby the Province to create a provincial RCMP Day for February 1<sup>st</sup> annually. This resolution was adopted in 2019 by the AUMA membership. Although the Province of Alberta has yet to respond to this request, Administration is recommending that in support of this effort and to acknowledge the historical role the RCMP has provided in Canada, a proclamation be passed locally.

Council is further asked to consider proclaiming May 1<sup>st</sup> as First Responders Day. This proclamation would be similar to the Province of Ontario's initiative proclaiming May 1<sup>st</sup> as National First Responders Day. This approach broadens the scope of recognition to all law enforcement officers, firefighters, paramedics, etc., who face dangerous situations on our behalf as a regular part of their duties.

| Strategic Plan Goals |
|----------------------|
|----------------------|

| Manage Community Growth           | $\boxtimes$ | Provide Strong Governance        |
|-----------------------------------|-------------|----------------------------------|
| Provide Quality Community         |             | Healthy and Safe Community       |
| Infrastructure                    |             | Foster Economic Vitality         |
| Enhance Organizational Excellence |             | Promote Environmental Excellence |

#### Governing Policies/Bylaws/Legislation or Agreements

n/a

#### **Public Participation Strategy**

n/a

#### **Alternatives for Consideration**

n/a

#### **Deputy CAO Comments**

I support the recommendations.

#### Attachment(s)

- RCMP Day Proclamation
   First Responders Day Proclamation

Prepared by: Kelly Stienwand Protective Services Director January 27, 2020



# Royal Canadian Mounted Police Day February 1, 2020

**WHEREAS** in 1873 the Parliament of Canada established a police force named the North-West Mounted Police to enforce law in Canada's newly acquired territory in Western Canada;

**WHEREAS** in 1919 the Parliament of Canada voted to form a national police force by merging the North-West Mounted Police and the Dominion Police of Eastern Canada, and on February 1, 1920, the newly formed force was named the Royal Canadian Mounted Police;

**WHEREAS** the Royal Canadian Mounted Police has continued to grow as a police force having jurisdiction in eight provinces and three territories and, through its national police services, offering resources to other Canadian law enforcement agencies;

**WHEREAS** today the scope of services and operations of the Royal Canadian Mounted Police in Canada has expanded and includes enforcement against organized crime, terrorism, illicit drugs, economic crimes, and offences that threaten the integrity of Canada's national borders;

**WHEREAS** the men and women of the Royal Canadian Mounted Police have given much to our communities in terms of service and sacrifice; and

**WHEREAS** there is a need to recognize and promote awareness of the important history and role of the Royal Canadian Mounted Police in Alberta.

**THEREFORE** I, Bill Robertson, Mayor of the Town of Okotoks, do hereby proclaim February 1, 2020 as Royal Canadian Mounted Police Day in the Town of Okotoks.

| Dated this day of _              | , 2020. |
|----------------------------------|---------|
|                                  |         |
| Wm. (Bill) B. Robertson<br>Mayor |         |



# First Responder's Day May 1, 2020

WHEREAS courageous and dedicated men and women work to protect and aid the public during emergencies as both professional and volunteer first responders; and

**WHEREAS** first responders include 911 dispatchers, law-enforcement officers, professional and volunteer firefighters, professional and volunteer emergency medical services personnel, emergency management professionals, search and rescue teams and members of other organizations in the public safety sector; and

**WHEREAS** every day, first responders risk their own safety in the performance of their duties to protect our citizens; and

**WHEREAS** first responders are the first and best defense against all emergencies that may threaten our community; and

**WHEREAS** first responders are ready to aid the people 24 hours a day, seven days a week, regardless of inclement weather or other hazards; and

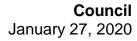
**WHEREAS** first responders are highly trained, specialized workers who contribute their excellent skills for the public good; and

**WHEREAS** the members of first responder organization's undergo extensive education and training and make significant personal sacrifices in order to achieve the expertise required to respond to emergency situations; and

**WHEREAS** in addition to maintaining safety and order in times of crisis, many first responders also enhance their communities as volunteers for service organizations, churches, and schools.

| •          | Bill Robertson, Ma<br>First Responder's | ,       | • | ereby proclaim |
|------------|---|---------|---|----------------|
| Dated this | _ day of                                | , 2020. |   |                |

Wm. (Bill) B. Robertson Mayor





#### 2018-2021 STRATEGIC PLAN MID-TERM REVIEW

#### Issue

An update to the 2018 - 2021 Strategic Plan is provided to Council for consideration.

#### **Motion Proposed by Administration**

That the Arts and Learning Campus Project - Phase 1, and the 2022 Alberta Summer Games, if awarded, be added new initiatives to the 2018 - 2021 Strategic Plan as recommended by the Governance and Priorities Committee.

#### Report, Analysis and Financial Implications

The 2018 - 2021 Strategic Plan was created by Council in January 2018 and the full implementation plan was approved by Council in May 2018. The Strategic Plan aligns with the four year elected term of Council. With two years remaining (2020, 2021), the halfway point has been reached and it is time for the planned review.

Reviewing the Strategic Plan is necessary as two years can bring both external and internal changes, which may necessitate adjustments to the Plan, and also to provide direction to Administration on priorities for the final execution of the Plan.

During the term of this Council, the following Master Plans have been updated and/or approved:

| Plan                                 | Approved/Updated Date                         |
|--------------------------------------|---|
| Downtown Urban Design Master         | Approved in April 2018                        |
| Plan                                 |   |
| Environmental Master Plan            | Approved in October 2018                      |
| Culture, Heritage & Arts Master Plan | Updated and approved in November 2018         |
| Social Wellness Framework            | Updated in 2019 and will be presented to      |
|                                      | Council by end of February 2020.              |
| Draft Municipal Development Plan     | MDP final draft has had significant Council   |
|                                      | involvement in the new policy directions with |
|                                      | a target of April 2020.                       |

As Master Plans are long-range plans that span 20+ years, major tangible progress takes time.

It was recommended by the Governance and Priorities Committee (GPC) that two large initiatives be added to the Strategic Plan: the Arts and Learning Campus Project – Phase 1, and preparation for the 2022 Alberta Summer Games if awarded. The Strategic Plan publication will be updated accordingly and reported on in the next progress report.

**Strategic Plan Goals** 

| Manage Community Growth           | $\boxtimes$ | Provide Strong Governance  |
|-----------------------------------|-------------|----------------------------|
| Provide Quality Community         |             | Healthy and Safe Community |
| Infrastructure                    |             | Foster Economic Vitality   |
| Enhance Organizational Excellence |             | Promote Environmental      |
|                                   |             | Excellence                 |

#### **Governing Policies/Bylaws/Legislation or Agreements**

n/a

#### **Public Participation Strategy**

n/a

#### Alternatives for Consideration

n/a

#### **Deputy CAO Comments**

The Strategic Plan mid term review is a good process to further conversation between Council and Administration regarding the priorities during the last two years. Recognition of these two major initiatives in the Strategic Plan is supported.

#### Attachment(s)

1. September 2019 Progress Report on Strategic Plan

Prepared by: Nancy Weigel Corporate & Strategic Services Director January 21, 2020

# 2018-2021 STRATEGIC PLAN

SEPTEMBER 2019 PROGRESS REPORT



# ► Progress Reports

Town administration monitors progress towards meeting the strategic goals, key result areas and initiatives, and provides regular reports to Council throughout the year, which are available to the public on the Town website. The annual Community Report, which is published and delivered to households in February, is another way that progress is reported to citizens. Reporting provides greater accountability, transparency and understanding of the strategic goals, progress and accomplishments. Council and administration's regular review allows us to evaluate how we are performing towards our strategic goals and to make adjustments as necessary to realign for success.

# Progress Highlights September, 2019





### Town Vision

The Town of Okotoks fosters a culture of resiliency - where people, businesses, ideas and sense of community thrive. Grounded by the Sheep River valley and supported by thoughtful planning and design, a strong local economy and a vibrant civic culture, Okotoks offers exceptional quality of life at every stage of life. Respect for each other and the natural environment makes Okotoks home.

### Town Mission

The Town of Okotoks strives to create and nurture an environment in which people are able to pursue the fulfilment of their values, in harmony with the community.

# **G**uiding Principles

The following guiding principles are the basis for long-term planning for our community and were developed by citizens.



Inclusive neighbourhoods



Vibrant civic culture and heritage





More details descriptions of the principles, themes and values can be found at *okotoks.ca/community-vision*.

## Progress Highlights Mid Year 2019

# Strategic Directions



#### Strengthen Healthy and Safe Community

The Town of Okotoks will strengthen our social fabric and enhance the safety of our residents.



The Town of Okotoks will strategically manage, invest and plan for municipal infrastructure to meet the community's current and future needs.

### Key result areas & initiatives

#### Secure water and wastewater upgrades to meet community growth needs.

- Interim water solutions are secured to meet current growth needs.
- Long-term water solutions are secured and implemented.
- Wastewater upgrades are implemented.

#### Okotoks is a regional hub that helps the community to flourish.

- Partner and/or assist our regional neighbours with servicing gaps when feasible and seek partnerships with neighbours as required
- Create a long-term public facilities needs assessment and corporate land strategy that balances needs, funding availability, emerging trends and operating efficiencies.

### We engage, promote and assist in seeking alternate infrastructure funding to meet the needs of arts, culture, recreation, sports and non-profits.

- Develop a partnership framework/model where users are partners as active community infrastructure contributors.
- Build community pride through and opportunities for philanthropic investment in the community.
- Develop a financing framework that clarifies shared responsibilities (including third-party stakeholders, & public, private, and non-profit grants) & links to the community accountability work.

| 2018 | 2019 | 2020 | 2021 | Status   |
|------|------|------|------|----------|
|      |      |      |      |          |
|      |      |      |      |          |
|      |      |      |      |          |
|      |      |      |      |          |
|      |      |      |      |          |
|      |      |      |      | <u> </u> |
|      |      |      |      |          |
|      |      |      |      | <u> </u> |
|      | ///  |      |      | _        |
|      |      |      |      | <u> </u> |

On track

In progress

Off target

Future initiative

# Provide Quality Infrastructure



## Progress Highlights

- ✓ Short-term water needs have been secured to meet projected growth/new development needs for next 2-3 years.
- Long-term water solutions require regional collaboration and senior government approval. Two solutions have been explored with neighbour municipalities that will assist Okotoks, as well as benefiting other municipalities within our region. Long-term water solutions require provincial regulatory approval changes and funding. Formal approval of the preferred solution by Alberta Environment & Parks as the water resource regulator remains outstanding. Advocacy efforts are ongoing with new provincial elected officials to educate on Okotoks water needs.
- Significant investment in wastewater treatment infrastructure upgrades will occur over the next 3 years. Upgrades will enhance processes, increase redundancy and meet growth needs. Contract has been awarded and work began in spring 2019.
- ✓ Waste (garbage, organics, recycling) servicing gaps within foothills region are being studied to consider future solutions and collaboration opportunities.
- ✓ Corporate land strategy consultant has been contracted to assist the organization in determining long-term corporate needs, identify gaps (2019) and develop long-term strategies (2020).
- Partnerships for infrastructure funding include work with Arts & Learning Campus partners (Bow Valley College, school divisions and public library), affordable housing (Westwinds, and Rowan House) with all parties applying grant funds to these future projects.



# Foster Economic Vitality

The Town of Okotoks will facilitate a healthy economy where quality jobs and business opportunities are abundant.

### Key result areas & initiatives

### Contribute to an environment necessary for the business community to grow at a rate that is faster than residential growth.

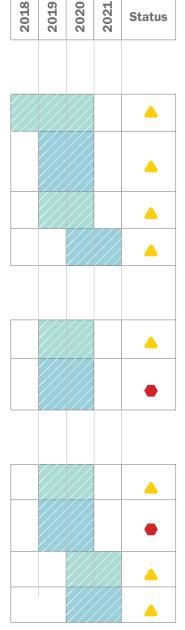
- Determine what is most important for economic development success for Okotoks as a whole and adjust systems and actions to achieve the new direction.
- Determine the most appropriate economic development model for success, including partnerships with other economic providers (public, non-profit and private) and clarify roles and responsibilities for each partner to leverage opportunities.
- Align education, labour force, business, environment, innovation and technology, recreation and entertainment, health and social initiatives to achieve economic success.
- Capitalize on regional opportunities to strengthen the local/regional economic vibrancy, enabling the Foothills region to be more economically self-sufficient.

### Improve the ease of doing business in the Town of Okotoks by progressive policies, demonstrating a can-do attitude with alternative solutions and streamlined processes.

- Complete two comprehensive system and process reviews per year, prioritized by the largest potential impact and including both customer input and industry best practices.
- Review, adjust and streamline the processes required to facilitate alignment with the new Municipal Development Plan and Land Use Bylaw, making it easier for businesses to locate in Okotoks and ultimately attract more investment.

### The downtown is a destination used by a wide range of people and for an increasing range of activities.

- Develop and implement strategies to attract the types of business that will make the downtown a repeat destination.
- Begin to Implement elements of the Urban Design Master Plan and create an inspiring public realm to enhance quality of life and drive the investment that attracts people to the downtown core more often.
- Promote how downtown and its activities reflect our identity and distinctive character.
- Develop an events strategy that links to our identity and balances the need to facilitate tourism with opportunities for the community to come together.





8

On track

In progress

Off target

Future initiative

# Foster Economic Vitality



# Progress Highlights

- The 2018 update to the Economic Development Strategic Plan focused on industry analysis to predict growth sectors where business attraction and retention are most likely to be successful. The March 2019 Implementation Plan focuses on three strategies: minding our business (including streamlining our business processes and regulations), the downtown, and investment readiness. Six feedback sessions with stakeholders are underway to spark dialogue about issues and potential solutions between the Town and the business community. Two have been completed with public reports and action plans; the remainder are scheduled for fall 2019. Business investment attraction marketing initiatives are underway including a video and virtual reality project, and a website refresh to include industry profiles.
- Business attraction and retention relies on having current technology infrastructure. The Telus fibre optics installation will provide technology enhancement options to current and future business and is 95% complete. The Town's contribution was to facilitate the fast installation timelines by prioritizing the permitting process to enable service availability.
- ✓ One stop shop philosophy is being implemented for business development to improve communications and our internal processes to assist businesses to open faster.
- Removing red tape improving regulations through Land Use Bylaw amendments for commercial and industrial districts will assist with business development; examples include breweries and distilleries being allowed in downtown, which will contribute to downtown revitilization. Business change-of-use process review is complete with a streamlined process and digital forms being created for year end. Reduced fees for business change-of-use, home occupations and signage were approved in August 2019.
- The new Arts & Learning Campus is an example of institutions aligning to spark innovation and partnerships as well as serve as an anchor in the downtown, contributing to long-term economic success for businesses.



Application to host 2022 summer games has been submitted as it is an economic driver for our business community. Announcement of the award for host community is expected by December, 2019.



# Manage Community Growth

The Town of Okotoks will build a complete community that provides economic, social, and environmental sustainability for people to live work and play.

### Key result areas & initiatives

Provide new innovative neighbourhoods that embrace complete neighbourhood design, including diversified housing options for all lifestyles at all stages of life.

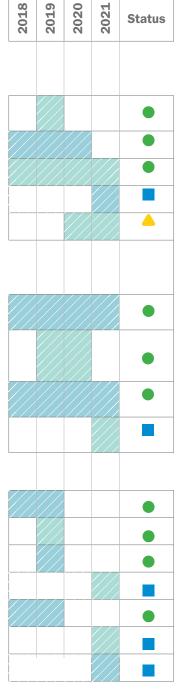
- Ensure the Municipal Development Plan (MDP) is innovative and reflective of strategic priorities.
- Offer new affordable housing options.
- Pilot innovative development on underutilized sites.
- Complete neighbourhood principles are modelled within a new development.
- Preate a fiscal impact analysis framework to evaluate the costs of all forms of development.

### Provide a variety of mobility options including active transportation and local transit that meet citizen's needs.

- Implement the outstanding short term Active Transportation Plan recommendations to improve connectivity and access.
- Align the mobility options currently under development in the Environmental Master Plan (EMP), Climate Change Action Plan (CCAP), and Active Transportation Plan (ATP) with the MDP.
- Develop and implement a local transit strategy that is accessible while considering evolving technologies and their impact on traditional transit delivery models; monitor and adjust.
- Explore linkages of local and regional transit and pathways to provide multi-modal transportation options within the region.

#### Okotoks has distinctive character and identity that is identified in our built form.

- Complete and implement the Municipal Heritage Designation initiative.
- Ensure the MDP captures a distinctive character and identity for Okotoks.
- Ensure that the Culture, Arts & Heritage Master Plan and the MDP are aligned.
- Develop a Trails Master Plan and implement prioritized strategies.
- Align all master plans with the annexed area.
- Develop a distinct character for Downtown while also protecting its heritage.
- Incorporate a distinct character into several new and repurposed developments.





On track

In progress

Off target

Future initiative

# Manage Community Growth



# Progress Highlights

- The new Municipal Development Plan (MDP) is under development with broad public, Council and stakeholder participation. The Plan will guide the community's future built environment for new development over the next 25+ years. The policies consider the long-term community vision, values and principles while also aligning with our master plans. It will also ensure our community has a distinctive character that aligns with the Calgary Metropolitan Plan, yet distinguishes Okotoks as a separate, unique and complete community. Anticipated final draft in fall 2019.
- New affordable housing options include partnerships with Westwind Communities and Rowan House where land has been purchased in the D'Arcy neighbourhood. Partnership agreements and conceptual design for ~ 70 units anticipated by year end with construction anticipated in late 2020. Ecovillage portion of the Homestead project in D'Arcy (~42 tiny homes) will not move forward in its current form due to petition. Projects are financed through senior government grants to non-profit partners and supported by Town loans with payback agreements. Affordable Housing Task Force working on Strategy and Policy for finalization in fall 2019. Secondary suite land use bylaw amendments were approved to reduce barriers.
- On-demand local transit will begin service in December 2019, piloting innovative technology to provide an efficient service that is right-sized for our community. Three transit vans are on order, a third party service contract negotiation is nearing finalization, on-demand transit app has been selected, and the communications plan ready for implementation in fall 2019.
- ✓ Active transportation improvements include Veteran's Way sidewalk enhancements and two new bridges in the Sheep River valley that enhance multiple pedestrian, bike and stroller movements. Mobility considerations were also included in the policy direction of the EMP and MDP.
- The newly approved Culture, Heritage & Arts Master Plan was updated with public input in 2018. 2019 is the first year of prioritized actions to close gaps. Examples include the approval of the Municipal Heritage Designation Plan and designating the first municipal heritage property, which is the former United Church / Rotary Performing Arts Centre. The future Arts & Learning Campus on Riverside Drive and the distillery on the former Town-owned Landmark site both plan to utilize innovative designs on these underutilized lands.



A new Land Use Bylaw (LUB) is being developed that reflects the new MDP policies and offers streamlined processes; project is anticipated to take 18 months with broad public participation. Consultant will be selected in September and start in fall 2019. Interim amendments to the current LUB will continue, as needed, to support business and streamline processes. 2019 examples of LUB amendments include adjustments to the Central Commercial District and industrial districts to assist businesses and a process amendment for secondary suites.

# Promote Environmental Excellence

The Town of Okotoks will be the leader in environmental protection and preservation in the Province of Alberta.

### Key result areas & initiatives

### Promote and provide incentives for environmental related businesses to move and/or locate pilot projects in Okotoks.

- Develop an aggressive strategy, including incentives, to attract environmental businesses to Okotoks.
- Make strategic capital Investment in infrastructure to incent innovative green-business/light industrial development/ employment centres.
- Create opportunities to pilot environmental projects with public, private & non-profit partnerships.
- Capitalize on public, private and non-profit relationships to increase business and/or employment opportunities that are aligned with environmental identity.

### Expand on Okotoks' identity/reputation with new bold, innovative initiatives that demonstrate we are the leaders in environmental stewardship.

- Focus energy on our identity as environmental leaders, bringing bold initiatives to Okotoks.
- Complete the Environmental Master Plan (EMP) and select the highest priority actions to implement.
- Complete the Climate Change Action Plan (CCAP) and select the highest priority actions to implement.
- Ensure that the EMP and CCAP are aligned with the MDP to create synergy and reinforce primary focus.
- Align updated provincial flood mapping with all master plans.
- Partner with energy providers, & explore long-term energy generation options for
- ★ Okotoks to increase self-sufficiency & reduce costs (e.g. solar, district energy, microgeneration, storage technologies).
- Reduce energy consumption in Town buildings and fleet.

### Promote and provide incentives for new environmental initiatives for both residential and commercial.

Create annual environmental initiatives to attract and reward residential and commercial businesses for environmental excellence.





Off target

Future initiative



# Promote Environmental Excellence



## Progress Highlights

- Environmental Master Plan approved in 2018 and implementing first year, major initiatives for 2019 include: GHG inventory, forecast and actions (Dec 2019), solar installation at Operations Centre (Enmax awarded contract, install by Dec 2019), Environmental Education Centre interpretive enhancements (July 2019), eco asset inventory to begin fall 2019 (consultant selected Oct.)
- Nurturing partnerships for future innovative pilot projects, including continued work with post secondary institutions; enhancing Drake Landing Solar Community (NRCan) to test electric and heat combined panels as well as a long-term goal of creating a net zero community; exploring community solar generation (public/private partners). Also providing input on major projects to use leading environmental practices for the Arts & Learning Campus. Senior government grant funding has been sought for all projects.





The Town of Okotoks will provide strong governance including fiscal responsibility, open communication, public participation and strong inter-governmental relationships.

### Key result areas & initiatives

#### Ensure that the Town's fiscal health is defined and communicated.

- Create a Financial Policy Framework including Reserves, Debt, Investment and Utility Policies.
- Ensure the Financial Policy Framework drives the updated budget process; adjusting where necessary.
- Conduct a comprehensive Utility Rate Review.
- Review offsite levies and align them with the new financial framework.
- Introduce an asset management framework and align with the new financial framework.
- Include public participation as part of the annual budget process in order to educate on services and costs, and gain understanding of community priorities.

### Increase understanding of the issues various diverse Okotokian audiences have and adjust practices to ensure that Okotoks is known as a respectful and inclusive community.

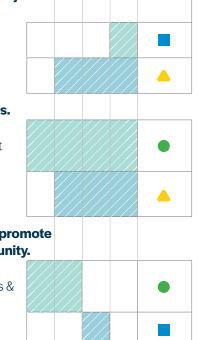
- Gain an understanding of Okotokian audiences through various sources to better understand sociodemographic groups.
- Align Town services and programs with best practices for the Welcoming and Inclusive Communities initiative and the Truth & Reconciliation document.

#### Be active participants in regional governance, planning and partnership opportunities.

- Actively participate in Calgary Metropolitan Regional Growth Management Board to guide planning for the region, including opportunities for collaboration to meet the region's short and long-term needs.
- Seek opportunities for partnerships with public, private, non-profit organizations to deliver services that align with our community vision and strategic directions.

### Develop a clear understanding of the Town's Strategic plan and vision for the future; promote and inspire actions that contribute to, and enhance that vision throughout the community.

- Assist Council in developing an ownership linkage strategy (i.e. a community charter including vision check-in) to enhance alignment and provide clarity around responsibilities, accountabilities & objectives.
- Review 2018-2020 Strategic Plan in early 2020 to adjust strategies and actions after all master plans have been created.



Off target

Future initiative

On track

In progress

2020

**Status** 

# Provide Strong Governance



# Progress Highlights

- The long-term Financial Health Framework was created as a comprehensive document to guide the Town's financial health, including overarching principles and strategies for assets, reserves, debt, etc. Reviews of utility rates (water, sewer, storm and waste services) and offsite levies (developer costs) are underway with consultants to ensure the Town's future rates are adequately covering service delivery as well as the costs of assets, including maintenance and replacement. Utility rate recommendations will be complete in fall 2019 while the off-site levy review will be completed in 2020. Broader public participation in the annual budget has been promoted through surveys and video recording of annual budget presentations for increased information, access, and transparency.
- Review of the Truth and Reconciliation Report and best practices is complete. A First Nations Blanket Exercise was conducted for Okotoks and area municipalities to raise awareness in June 2019.
- Regional municipal collaboration activities are focused heavily on participating as a member of the Calgary Metropolitan Regional Board (CMRB) who are fulfilling their regulated mandate of promoting long-term sustainability of the region. Focus over 2018-2019 has largely been on the CMRB governance framework as well as land use and growth management. Some regional infrastructure investment and service delivery discussions have occurred, such as water management.
- Several opportunities with public, private and non-profit organizations to deliver services have occurred with the most recent being the future affordable homes through Westwind Communities and Rowan House, and the Homestead Project. The Arts & Learning Campus brings together education and library for shared spaces.
- With a goal of connecting with citizens and businesses as a group on a regular basis, Council gathered for its first Council Community Connector event in April 2019. Council has also enhanced its governance framework through its Governance and Priorities Committee work in 2018/19 and is prioritizing and reviewing draft governance policies to document principles, philosophies and clarify roles and responsibilities.



Healthy and Safe Community

The Town of Okotoks will strengthen our social fabric and enhance the health and safety of our residents.

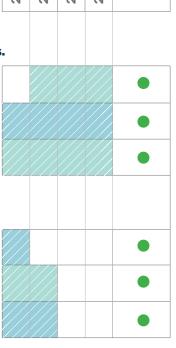
### Key result areas & initiatives

Promote community accountability where residents actively contribute to the safety, health and wellbeing within their neighbourhood and their community in a variety of ways.

- Evaluate progress towards the community Social Wellness Framework to identify successes and gaps and adjust actions accordingly.
- Create opportunities for community members to actively participate in their community, to enhance governance, safety, social connections and overall health and wellness.
- Strengthen our emergency management by updating our Emergency Management Plan, Flood Action Plan, and Business Continuity Plan to ensure the Town is adequately prepared to respond.

Develop strategies to incorporate the legalization of cannabis into Okotoks' policies and practices to ensure a continued healthy and safe community.

- Update policies and bylaws to incorporate cannabis legalization plans at the local level.
- Develop a holistic, community-wide approach to the legalization of cannabis ensuring community safety is maintained.
- Develop a communications plan for residents, visitors and business on the Okotoks cannabis model.



**Status** 

On track In progress Off target Future initiative Strengthen Healthy and Safe Community



# Progress Highlights

- Social Wellness Framework was reviewed through extensive public participation with the gap analysis and recommendations to be presented in fall 2019. Actions to identify and reduce gaps has been ongoing such as participating in an affordable housing review, numerous new programs for youth and older adults and developing a dementia and age-friendly strategy.
- The Public Participation Strategy, Policy and Toolkit was adopted and implemented in 2018. Opportunities for public participation have been numerous over 2018/19, using a wide variety of methods to enhance opportunities for involvement and to attract diverse audiences. A few 2019 examples include focused input such as the Municipal Development Plan and Northridge Drive future improvements, public transit, secondary suites, central commercial business district amendments and industry focused round tables.
- Emergency Management Plan and Flood Action Plan are updated annually and mock exercises with Town staff and protective services are facilitated 2-3 times per year. The Incident Command model is used for all community events and as a means to train staff and provide extra resources. Phase one of the Business Continuity Plan focuses on essential public services that cannot be inactive for more than 1-3 days and staff are developing and/or documenting back-up plans in 2019.
- Cannabis bylaws were created/amended in 2018 and the communications plan implemented in 2018/19. The community has responded well and use has not been an issue to date, although activities continue to be monitored in 2019 with local retail outlets opening.

# Enhance Organizational Excellence

The Town of Okotoks will be recognized as leaders in public service.

### Key result areas & initiatives **Status** Review internal sustainability to develop a staffing and resourcing plan that meets the vision, while creating a resilient and agile Administration that anticipates and responds to a rapidly changing environment. Document core service levels and create a resourcing strategy to meet required service Review strategic and master plans to determine the resourcing needs necessary to achieve the prioritized outcomes. Monitor and maintain a high level of customer satisfaction, obtaining third party verification and adjusting practices as necessary. Research emerging trends and implement best practices to secure Okotoks as a leader in public service. Regularly review Town services and service delivery options to determine sustainable community service delivery and gain a better understanding of needs versus wants. Develop and implement a multiyear schedule to review service and service delivery options, prioritized based on cost, impact and regional growth plans, along with identified areas of interest for residents. Research 'smart city' initiatives to determine opportunities and needs for Okotoks. Be active participants in regional governance, planning and partnership opportunities. Regular strategic conversations are held between Council and administration to ensure alignment, clarity and necessary adjustments are made, and a strong relationship is maintained. Provide public participation opportunities that engage the public in strategic conversations, including introducing focused task forces with specific mandates and timelines. Develop a process for amending the Strategic Plan. Demonstrate achievement of all strategic and master plans through progress reporting of accomplishments and corporate performance measures. Develop and publish performance measures for core services.

On trackIn progressOff target

Future initiative

18

# Enhance Organizational Excellence

# Progress Highlights

- Service delivery review options are requested annually by Council and reviewed during budget deliberations. The 2019 focus is on Champion Park and Crescent Point Indoor Fieldhouse, in which the Town is a partner with Foothills County. The Champion Park public input survey to develop an operational needs plan was completed in spring 2019.
- Smart City initiative research reviewed award winning initiatives from other cities to determine priorities for Okotoks. Initial opportunities identified for Okotoks are open data to increase public transparency and automatic vehicle location software.
- Documentation of core service levels within new software has begun with a focus on external facing public services such as operations and community services.
- Customer service is tracked primarily through the household survey, which indicated an overall good to very good satisfaction with most services in 2018. A crossfunctional front line committee received customer experience training and are developing a corporate customer experience plan to enhance our corporate culture, clarify expectations and be more citizen focused in our approaches to public participation and service delivery
- ✓ Resourcing needs are identified and prioritized on an annual basis during the budget process and strive to balance core service delivery with strategic initiatives and internal services with external providers.
- A focus on continous improvement through each business centre, researching best practices and implementing those that are cost effective and serve the best interests of the community and/or organization. Examples include emerging trends such as transparent records management, which digitize work flows and records for more efficient access to information, piloting 3D crosswalks, incorporating after-the-fire conversations between fire crews and affected residents.



# Off-track initiatives and Recovery Plans

The Town administration has put the following into place for off track initiatives.

### Provide Quality Infrastructure



✓ Water – Newly elected Provincial government requires education of local and regional water issues and solutions. Advocacy efforts will continue with provincial, elected officials and staff.

### Economic Vitality



Economic Development - some staff have been reassigned to help move projects forward for spring 2020 execution (i.e. downtown façade improvement plan, downtown gateway signage; regular summer event strategy with business collaboration ) and to streamline business processes (e.g. business change of use) for one-stop service.

### Community Growth 🚓



- ✓ Updated flood mapping awaiting new flood mapping from Province; anticipate delay until early 2020. Risk of delay to Okotoks is the immediate effect of outdated information while designing the new Arts & Learning Campus. As well, the new MDP and LUB may need to be amended when mapping is received.
- MDP Okotoks' growth over the next 20 years is largely concentrated in the north. The built environment resulting from the new MDP will not be realized until development occurs, which may not happen for a decade. The Growth Plan (currently under development) will identify when and where the town grows and is linked to other projects such as the off-site levy review and financial indicator analysis, which has been delayed until 2020.

### Strong Governance 💭



- ✓ Offsite levy reviews have taken longer than anticipated and will continue into 2020.
- Asset and risk management plans are lower corporate priorities as the current focus is on utility and offsite levy reviews. Asset and risk management work continues to focus solely on high priority tasks (e.g. IT security risk, and enterprise risk management software) and will pick up momentum in 2021.

### Environmental Excellence



- EMP first year implementation plan some initiatives are delayed due to staff capacity and other priorities (i.e. Arts & Learning Campus). Triple Bottom Line project has been postponed to early 2020. Annual commercial environmental incentive program is delayed to 2020 to align with utility rate redesign.
- New bold initiatives demonstrating we are the leaders in environmental stewardship is at risk with investment needed in the current economic climate.

### Heathy & Safe Community



✓ There will be a significant number of volunteers. required should Okotoks be awarded the 2022 Summer Games. Steering committee established by January 2020, events planning through 2021 and significant volunteers will be required for execution in summer 2022.

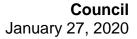
### Organizational Excellence



- Business transformation efforts within Development Services Division are a priority and require staff capacity including other business units such as IT, Parks, Fire and Communications. The focus is on business attraction and retention, and customer experience first (in-person) while digitizing business processes is a secondary priority. Reassigning resources to this priority task and hiring experts to assist is required for 2019 and 2020 to be able to make noticeable differences.
- Multi-year service delivery reviews are at risk due to staff capacity being focused on providing daily services. The focus is on external facing services such as Waste Services (completed in 2019) and Water/ EPCOR transition (in 2019/2020).









#### JANUARY 2020 PROGRESS REPORT - 2018 - 2021 STRATEGIC PLAN

#### Issue

The 2018 - 2021 Strategic Plan Progress Report as of January 2020 is provided to Council for information.

#### **Motion Proposed by Administration**

That the 2018 - 2021 Strategic Plan Progress Report be received as information.

#### Report, Analysis and Financial Implications

As directed by Council, Administration reports biannually on the Strategic Plan to provide greater understanding of progress towards strategic directions and key result areas. With the Strategic Plan approved in May 2018, the attached progress report represents the progress over the past nineteen months.

The Strategic Plan Progress Report includes highlights of the actions/outcomes that have been achieved to date as well as a summary of the initiatives that are off-track and a brief description of the recovery plan.

The report also includes the two proposed additions from the Governance and Priorities Committee at their January 20<sup>th</sup> meeting.

#### Strategic Plan Goals

| Manage Community Growth           | $\boxtimes$ | Provide Strong Governance        |
|-----------------------------------|-------------|----------------------------------|
| Provide Quality Community         |             | Healthy and Safe Community       |
| Infrastructure                    |             | Foster Economic Vitality         |
| Enhance Organizational Excellence |             | Promote Environmental Excellence |
|                                   |             |                                  |

### Governing Policies/Bylaws/Legislation or Agreements

n/a

### **Public Participation Strategy**

n/a

#### **Alternatives for Consideration**

n/a

#### **Deputy CAO Comments**

The progress report is a valuable report for Council and the public to review corporate achievements and evaluate progress towards its strategic directions.

#### Attachment(s)

1. January 2020 Progress Report on the 2018 - 2021 Strategic Plan

Prepared by: Nancy Weigel Corporate & Strategic Services Director January 22, 2020

# 2018-2021 STRATEGIC PLAN

JANUARY 2020 PROGRESS REPORT



# ► Progress Reports

Town administration monitors progress towards meeting the strategic goals, key result areas and initiatives, and provides regular reports to Council throughout the year, which are available to the public on the Town website. The annual Community Report, which is published and delivered to households in February, is another way that progress is reported to citizens. Reporting provides greater accountability, transparency and understanding of the strategic goals, progress and accomplishments. Council and administration's regular review allows us to evaluate how we are performing towards our strategic goals and to make adjustments as necessary to realign for success.

# Progress Highlights January 2020





# Town Vision

The Town of Okotoks fosters a culture of resiliency - where people, businesses, ideas and sense of community thrive. Grounded by the Sheep River valley and supported by thoughtful planning and design, a strong local economy and a vibrant civic culture, Okotoks offers exceptional quality of life at every stage of life. Respect for each other and the natural environment makes Okotoks home.

# Town Mission

The Town of Okotoks strives to create and nurture an environment in which people are able to pursue the fulfilment of their values, in harmony with the community.

# **G**uiding Principles

The following guiding principles are the basis for long-term planning for our community and were developed by citizens.



Livable Okotoks



Inclusive neighbourhoods



Sustainable design



Vibrant civic culture and heritage



Active lifestyle



Strong local economy

More details descriptions of the principles, themes and values can be found at *okotoks.ca/community-vision*.

# Progress Highlights January 2020

# Strategic Directions



#### Strengthen Healthy and Safe Community

The Town of Okotoks will strengthen our social fabric and enhance the safety of our residents.



The Town of Okotoks will strategically manage, invest and plan for municipal infrastructure to meet the community's current and future needs.

### Key result areas & initiatives

#### Secure water and wastewater upgrades to meet community growth needs.

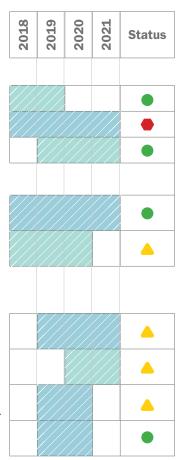
- Interim water solutions are secured to meet current growth needs.
- Long-term water solutions are secured and implemented.
- Wastewater upgrades are implemented.

#### Okotoks is a regional hub that helps the community to flourish.

- Partner and/or assist our regional neighbours with servicing gaps when feasible and seek partnerships with neighbours as required
- Create a long-term public facilities needs assessment and corporate land strategy that balances needs, funding availability, emerging trends and operating efficiencies.

### We engage, promote and assist in seeking alternate infrastructure funding to meet the needs of arts, culture, recreation, sports and non-profits.

- Develop a partnership framework/model where users are partners as active community infrastructure contributors.
- **B**uild community pride through and opportunities for philanthropic investment in the community.
- Develop a financing framework that clarifies shared responsibilities (including third-party stakeholders, & public, private, and non-profit grants) & links to the community accountability work.
- ▲ Build Phase 1 of the Arts and Learning Campus.



# Provide Quality Infrastructure



# Progress Highlights

- Short-term water capacity needs have been secured through water treatment plant improvements and concerted efforts to decrease water consumption, resulting in an estimated extension of our water resource for 9 more years than originally anticipated. Long term supplemental water pipeline capital needs have therefore been adjusted to 2024 in the 10 year capital plan. The Town will also adjust administrative processes to purchase water licenses in bulk and assign them to developers, as needed, to simplify the process for the developer, the Town and Alberta Environment & Parks.
- Long-term supplemental water solutions require regional collaboration and senior government approval. A preferred solution is being actively explored with Foothills County that will assist Okotoks, as well as have the potential to benefit other regional municipalities in the future. The success of extending the timeframe of our short term water needs will work in our favour to complete the work required for the long-term solution. Formal approval of the preferred solution by Alberta Environment & Parks, as the water resource regulator, is required. Advocacy efforts with the Province continue.
- Significant investment in wastewater treatment infrastructure upgrades will occur over the next 3 years. Upgrades will enhance processes, increase redundancy and meet growth needs. The contract has been awarded with 2019 phase one work focused on utilities installation and excavation to prepare for a combined treatment unit (CTU). 2020 work will construct the CTU, and optimize solids handling and design for new headworks.
- ✓ Waste management (garbage, organics, recycling) servicing gaps within the foothills region are being studied with consultants to consider future solutions and collaboration opportunities. The study findings have been shared within the region. Each municipality will be reviewing and determining what their partnership needs are, with decisions anticipated in spring 2020.
- ✓ A corporate land strategy consultant has been contracted to assist the organization in determining long-term corporate needs, identify gaps (the focus in 2019) and develop long-term strategies (the focus for 2020) with a report to Council anticipated by May 2020.
- ✓ Examples of infrastructure funding partnerships include the Arts & Learning Campus (Bow Valley College, school divisions and public library), and a new affordable housing project (Westwinds Communities). Financing frameworks are being created with partners, with those partners seeking grant funds where possible.



# Foster Economic Vitality

The Town of Okotoks will facilitate a healthy economy where quality jobs and

business opportunities are abundant.

### Key result areas & initiatives

## Contribute to an environment necessary for the business community to grow at a rate that is faster than residential growth.

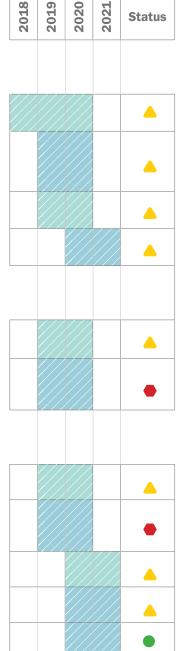
- Determine what is most important for economic development success for Okotoks as a whole and adjust systems and actions to achieve the new direction.
- Determine the most appropriate economic development model for success, including partnerships with other economic providers (public, non-profit and private) and clarify roles and responsibilities for each partner to leverage opportunities.
- Align education, labour force, business, environment, innovation and technology, recreation and entertainment, health and social initiatives to achieve economic success.
- Capitalize on regional opportunities to strengthen the local/regional economic vibrancy, enabling the Foothills region to be more economically self-sufficient.

## Improve the ease of doing business in the Town of Okotoks by progressive policies, demonstrating a can-do attitude with alternative solutions and streamlined processes.

- Complete two comprehensive system and process reviews per year, prioritized by the largest potential impact and including both customer input and industry best practices.
- Review, adjust and streamline the processes required to facilitate alignment with the new Municipal Development Plan and Land Use Bylaw, making it easier for businesses to locate in Okotoks and ultimately attract more investment.

### The downtown is a destination used by a wide range of people and for an increasing range of activities.

- Develop and implement strategies to attract the types of business that will make the downtown a repeat destination.
- Begin to implement elements of the Urban Design Master Plan and create an inspiring public realm to enhance quality of life and drive the investment that attracts people to the downtown core more often.
- Promote how downtown and its activities reflect our identity and distinctive character.
- Develop an events strategy that links to our identity and balances the need to facilitate tourism with opportunities for the community to come together.
- Prepare to host the 2022 Alberta Summer Games, should they be awarded to the Town, including engaging businesses and residents to showcase our community.



On trackIn progressOff target

Future initiative

8

# Foster Economic Vitality



# Progress Highlights

- The 2018 update to the Economic Development Strategic Plan focused on industry analysis to predict growth sectors where business attraction and retention are most likely to be successful. The 2019 Implementation Plan focused on three strategies: minding our business (including streamlining our business processes and regulations), the downtown, and investment readiness. Six feedback sessions with stakeholders were held in 2019 to spark dialogue about issues and potential solutions between the Town and the business community. A final 'what we heard' report and action plan, as well as an Entrepreneurial Ecosystem progress report and River District branding report and business data analysis report were presented to Council in December 2019 and will pave the way forward for 2020.
- Business attraction and retention relies on having access to current technology infrastructure. The Telus fibre optics installation is complete and will provide technology enhancement options to current and future businesses. The Town's contribution was to facilitate the fast installation timelines by prioritizing the permitting process to enable service availability.
- ✓ A One-stop-shop philosophy is being implemented for business retention, attraction and development to improve communications and adjust our internal processes to assist businesses.
- Removing red tape improving regulations through Land Use Bylaw amendments for commercial and industrial districts will assist with business development; examples include breweries and distilleries being allowed in downtown, which will contribute to downtown revitalization. The business change-of-use process has been streamlined and digital forms testing is underway, with a target of going live in early 2020. Reduced fees for business change-of-use, home occupations and signage were approved in 2019.



✓ The new Arts & Learning Campus project is an example of contributing to economic vitality in the downtown and partnering with institutions to meet their needs, while also contributing to long-term economic success for those businesses and the community.



An application for Okotoks to host the 2022 Alberta Summer Games has been submitted, as it is an economic driver for our business community and an opportunity to showcase and celebrate Okotoks. An announcement of the winning host community is expected in February 2020.



**Status** 

# Manage Community Growth

The Town of Okotoks will build a complete community that provides economic, social, and environmental sustainability for people to live work and play.

### Key result areas & initiatives

Provide new innovative neighbourhoods that embrace complete neighbourhood design, including diversified housing options for all lifestyles at all stages of life.

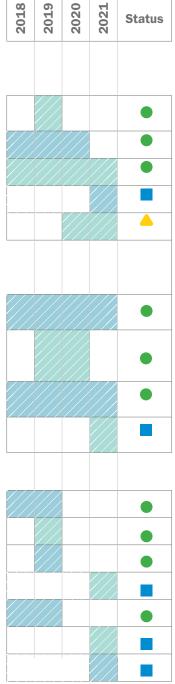
- Ensure the Municipal Development Plan (MDP) is innovative and reflective of strategic priorities.
- Offer new affordable housing options.
- Pilot innovative development on underutilized sites.
- Complete neighbourhood principles are modelled within a new development.
- Create a fiscal impact analysis framework to evaluate the costs of all forms of development.

#### Provide a variety of mobility options including active transportation and local transit that meet citizen's needs.

- Implement the outstanding short term Active Transportation Plan recommendations to improve connectivity and access.
- Align the mobility options currently under development in the Environmental Master Plan (EMP), Climate Change Action Plan (CCAP), and Active Transportation Plan (ATP) with the MDP.
- Develop and implement a local transit strategy that is accessible while considering evolving technologies and their impact on traditional transit delivery models; monitor and adjust.
- Explore linkages of local and regional transit and pathways to provide multi-modal transportation options within the region.

#### Okotoks has distinctive character and identity that is identified in our built form.

- Complete and implement the Municipal Heritage Designation initiative.
- Ensure the MDP captures a distinctive character and identity for Okotoks.
- Ensure that the Culture, Arts & Heritage Master Plan and the MDP are aligned.
- Develop a Trails Master Plan and implement prioritized strategies.
- Align all master plans with the annexed area.
- Develop a distinct character for Downtown while also protecting its heritage.
- Incorporate a distinct character into several new and repurposed developments.





On track

In progress

Off target

Future initiative

# Manage Community Growth



# Progress Highlights

- The new Municipal Development Plan (MDP) is in its final stages with broad public, Council and stakeholder participation. The Plan will guide the community's future-built environment for new development over the next 25+ years. The policies consider the long-term community vision, values and principles while also aligning with our master plans. It will also ensure our community has a distinctive character that aligns with the Calgary Metropolitan Plan, yet distinguishes Okotoks as a separate, unique and complete community. Anticipated final draft in April 2020.
- New affordable housing options include partnerships with Westwind Communities, where land has been purchased in the D'Arcy neighbourhood. The conceptual design anticipates a facility with approximately 60 units. Projects are financed through senior government grants to non-profit partners and supported by Town loans with payback agreements. The Affordable Housing Task Force is finalizing their Affordable Housing Strategy for public presentation in February 2020. Improvements to the Land Use Bylaw (LUB) in 2019 reduced barriers in developing secondary suites, as one initiative to address the need for more affordable housing options.
- On-demand local transit launched its new service in December 2019, piloting innovative technology to provide an efficient service that is right-sized for our community. Three hybrid transit vans are anticipated to be delivered by April 2020. A third party service contract has been executed, along with an on-demand transit app and dedicated website. Frequent monitoring and communication about the service is required in this start up phase. Initial public support has been very positive with demand higher than the original forecast. A report on the service will be presented to Council in March 2020.
- ✓ Active transportation improvements include Veteran's Way sidewalk enhancements and two new bridges in the Sheep River valley that enhance multiple pedestrian, bike and stroller movements. Mobility considerations were also included in the policy direction of the EMP and MDP.
- The newly approved Culture, Heritage & Arts Master Plan was updated with public input in 2018. 2019 was the first year of prioritized actions to close gaps. Examples include the approval of the Municipal Heritage Designation Plan and designating the first municipal heritage property and the first private heritage property. The future Arts & Learning Campus on Riverside Drive and the distillery on the former Town-owned Landmark site are examples of how under-utilized lands are being developed with innovative designs and will become community assets.



The development of a new Land Use Bylaw (LUB) began in fall 2019. The LUB will reflect the new MDP policies and offer streamlined processes. The project is anticipated to take 18 months with broad public participation. Interim amendments to the current LUB will continue, as needed, to support business and streamline processes. 2019 examples of LUB amendments include adjustments to the Central Commercial District and industrial districts to assist businesses and a process amendment for secondary suites.

# Promote Environmental Excellence

The Town of Okotoks will be the leader in environmental protection and preservation in the Province of Alberta.

### Key result areas & initiatives

### Promote and provide incentives for environmental related businesses to move and/or locate pilot projects in Okotoks.

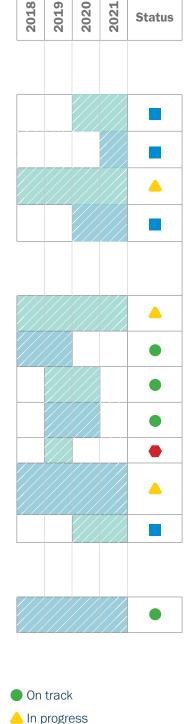
- Develop an aggressive strategy, including incentives, to attract environmental businesses to Okotoks.
- Make strategic capital Investment in infrastructure to incent innovative green-business/light industrial development/ employment centres.
- Create opportunities to pilot environmental projects with public, private & non-profit partnerships.
- Capitalize on public, private and non-profit relationships to increase business and/or employment opportunities that are aligned with environmental identity.

### Expand on Okotoks' identity/reputation with new bold, innovative initiatives that demonstrate we are the leaders in environmental stewardship.

- Focus energy on our identity as environmental leaders, bringing bold initiatives to Okotoks.
- Complete the Environmental Master Plan (EMP) and select the highest priority actions to implement.
- Complete the Climate Change Action Plan (CCAP) and select the highest priority actions to implement.
- Ensure that the EMP and CCAP are aligned with the MDP to create synergy and reinforce primary focus.
- ★ Align updated provincial flood mapping with all master plans.
- Partner with energy providers, & explore long-term energy generation options for Okotoks to increase self-sufficiency & reduce costs (e.g. solar, district energy, microgeneration, storage technologies).
- \* Reduce energy consumption in Town buildings and fleet.

### Promote and provide incentives for new environmental initiatives for both residential and commercial.

Create annual environmental initiatives to attract and reward residential and commercial businesses for environmental excellence.



Off target

Future initiative

12

# Promote Environmental Excellence

# Progress Highlights

- The Environmental Master Plan (EMP) was approved in October 2018. Major initiatives identified in the EMP as initial projects include: the GHG inventory and forecast (presented to Council December 2019) and Climate Change Action Plan (targeted for June 2020); a new solar installation at the Operations Centre (complete by February 2020); interpretive enhancements at the Environmental Education Centre, including a climate change display and a solar demonstration unit; and, the natural asset inventory project (complete by June 2020). The Operations Centre also received LEED Gold certification. The most popular new initiatives are the household energy assessments and Repair Cafés. Most of these initiatives have received senior government grant funding.
- Nurturing partnerships for potential future innovative pilot projects have included continuing work with post secondary institutions; exploring community solar generation possibilities, which included a grant application in late 2019 with a public/private partnership component (anticipate grant awards to be announced in late February 2020); and, enhancing the Drake Landing Solar Community (NRCan) to test electric and heat combined panels.



The Town of Okotoks will provide strong governance including fiscal responsibility, open communication, public participation and strong inter-governmental relationships.

### Key result areas & initiatives

### Ensure that the Town's fiscal health is defined and communicated.

- Create a Financial Policy Framework including Reserves, Debt, Investment and Utility Policies.
- Ensure the Financial Policy Framework drives the updated budget process; adjusting where necessary.
- Conduct a comprehensive Utility Rate Review.
- Review offsite levies and align them with the new financial framework.
- Introduce an asset management framework and align with the new financial framework.
- Include public participation as part of the annual budget process in order to educate on services and costs, and gain understanding of community priorities.

# Increase understanding of the issues various diverse Okotokian audiences have and adjust practices to ensure that Okotoks is known as a respectful and inclusive community.

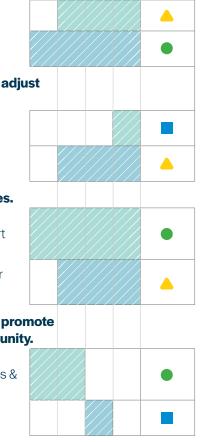
- Gain an understanding of Okotokian audiences through various sources to better understand sociodemographic groups.
- Align Town services and programs with best practices for the Welcoming and Inclusive Communities initiative and the Truth & Reconciliation document.

#### Be active participants in regional governance, planning and partnership opportunities.

- Actively participate in Calgary Metropolitan Regional Growth Management Board to guide planning for the region, including opportunities for collaboration to meet the region's short and long-term needs.
- Seek opportunities for partnerships with public, private, non-profit organizations to deliver services that align with our community vision and strategic directions.

## Develop a clear understanding of the Town's Strategic plan and vision for the future; promote and inspire actions that contribute to, and enhance that vision throughout the community.

- Assist Council in developing an ownership linkage strategy (i.e. a community charter including vision check-in) to enhance alignment and provide clarity around responsibilities, accountabilities & objectives.
- Review 2018-2020 Strategic Plan in early 2020 to adjust strategies and actions after all master plans have been created.



On track

In progress

Off target

Future initiative

2020

**Status** 

# Provide Strong Governance



# Progress Highlights

- The long-term Financial Health Framework was created as a comprehensive document to guide the Town's financial health, including overarching principles and strategies for assets, reserves, debt, etc. A comprehensive review of utility rates (water, sewer, storm and waste services) was completed in 2019. An offsite levies (developer costs) review is underway with consultants to ensure the Town's future rates are adequately covering service delivery as well as the costs of assets, including maintenance and replacement, with a 2020 year-end target completion. Broader public participation in the annual budget has been promoted through surveys and video recording of annual budget presentations for increased information, access, and transparency.
- Review of the Truth and Reconciliation Report and best practices is complete. A First Nations Blanket Exercise was conducted for Okotoks and area municipalities to raise awareness in June 2019. A treaty acknowledgement has been incorporated into the Regular Council meeting process.
- Regional municipal collaboration activities are focused heavily on participating as a member of the Calgary Metropolitan Regional Board (CMRB), who are fulfilling their regulated mandate of promoting long-term sustainability of the region. Focus over 2018-2019 was largely on the CMRB governance framework as well as land use and growth management. Some regional infrastructure investment and service delivery discussions have occurred, such as water management.
- ✓ Several opportunities have occurred to partner with public, private and non-profit organizations on innovative amenities for our community. The most recent examples include the future affordable homes project with Westwind Communities and the Arts & Learning Campus, which brings together education and the public library for shared spaces.
- With a goal of connecting with citizens and businesses as a group on a regular basis, Council gathered for its first Council Community Connector event in April 2019. Council has also enhanced its governance framework through its Governance and Priorities Committee work in 2018/19 and is prioritizing and reviewing draft governance policies to document principles, philosophies and clarify roles and responsibilities.



Healthy and Safe Community

The Town of Okotoks will strengthen our social fabric and enhance the health and safety of our residents.

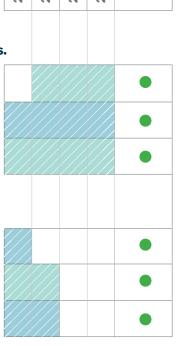
### Key result areas & initiatives

Promote community accountability where residents actively contribute to the safety, health and wellbeing within their neighbourhood and their community in a variety of ways.

- Evaluate progress towards the community Social Wellness Framework to identify successes and gaps and adjust actions accordingly.
- Create opportunities for community members to actively participate in their community, to enhance governance, safety, social connections and overall health and wellness.
- Strengthen our emergency management by updating our Emergency Management Plan, Flood Action Plan, and Business Continuity Plan to ensure the Town is adequately prepared to respond.

Develop strategies to incorporate the legalization of cannabis into Okotoks' policies and practices to ensure a continued healthy and safe community.

- Update policies and bylaws to incorporate cannabis legalization plans at the local level.
- Develop a holistic, community-wide approach to the legalization of cannabis ensuring community safety is maintained.
- Develop a communications plan for residents, visitors and business on the Okotoks cannabis model.



**Status** 



Strengthen Healthy and Safe Community



# Progress Highlights

- ✓ The Social Wellness Framework was reviewed through extensive public participation with a gap analysis and recommendations to be presented in early 2020. Actions to identify and reduce gaps has been ongoing such as participating in an affordable housing review, numerous new programs for youth and older adults and developing a dementia and age-friendly strategy.
- The Public Participation Strategy, Policy and Toolkit was adopted and implemented in 2018. Opportunities for public participation have been numerous over 2018/19, using a wide variety of methods to enhance opportunities for involvement and to attract diverse audiences. A few 2019 examples include focused input on the Municipal Development Plan, the Northridge Drive future improvements, public transit, secondary suites, central commercial business district amendments and industry-focused round tables. Upcoming major public participation in February 2020 is the Land Use Bylaw.
- The Emergency Management Plan and Flood Action Plan are updated annually and mock exercises with Town staff and protective services are facilitated 2-3 times per year. The Incident Command model is used for all community events and as a means to train staff and provide extra resources. Phase one of the Business Continuity Plan focuses on essential public services that cannot be inactive for more than 1 to 3 days, and staff are completing their business centre back-up plans in 2019, with work continuing in 2020.
- ✓ Cannabis bylaws were created/amended in 2018 and the communications plan implemented in 2018/19. The community has responded well and use has not been an issue to date, although activities continue to be monitored.

# Enhance Organizational Excellence

The Town of Okotoks will be recognized as leaders in public service.

### Key result areas & initiatives **Status** Review internal sustainability to develop a staffing and resourcing plan that meets the vision, while creating a resilient and agile Administration that anticipates and responds to a rapidly changing environment. Document core service levels and create a resourcing strategy to meet required service Review strategic and master plans to determine the resourcing needs necessary to achieve the prioritized outcomes. Monitor and maintain a high level of customer satisfaction, obtaining third party verification and adjusting practices as necessary. Research emerging trends and implement best practices to secure Okotoks as a leader in public service. Regularly review Town services and service delivery options to determine sustainable community service delivery and gain a better understanding of needs versus wants. Develop and implement a multiyear schedule to review service and service delivery options, prioritized based on cost, impact and regional growth plans, along with identified areas of interest for residents. Research 'smart city' initiatives to determine opportunities and needs for Okotoks. Be active participants in regional governance, planning and partnership opportunities. Regular strategic conversations are held between Council and administration to ensure alignment, clarity and necessary adjustments are made, and a strong relationship is maintained. Provide public participation opportunities that engage the public in strategic conversations, including introducing focused task forces with specific mandates and timelines. Develop a process for amending the Strategic Plan. Demonstrate achievement of all strategic and master plans through progress reporting of accomplishments and corporate performance measures. Develop and publish performance measures for core services.

On trackIn progressOff target

Future initiative

18

# Enhance Organizational Excellence

# Progress Highlights

- Service delivery review options are requested annually by Council and reviewed during budget deliberations. The 2019 focus was on Champion Park and Crescent Point Regional Fieldhouse, in which the Town is a partner with Foothills County. The Champion Park public input survey to develop an operational needs plan was completed in spring 2019. Water service operations also returned to the Town in November 2019 after an in-depth review of the contract (in 2018) determined that savings and efficiencies could be realized. The transition plan involved the contractor and a crossfunctional internal team, with the end result a smooth transition.
- ✓ Smart City initiative research reviewed award winning initiatives from other cities to determine priorities for Okotoks. Initial opportunities identified for Okotoks are open data to increase public transparency and automatic vehicle location software.
- Documentation of core service levels within new software has begun with a focus on external facing public services such as operations and community services.
- Customer service is tracked primarily through the household survey, which indicated an overall good to very good satisfaction with most services in 2018. A crossfunctional, front line committee received customer experience training and are developing a corporate customer experience plan to enhance our corporate culture, clarify expectations and be more citizen-focused in our approaches to public participation and service delivery.
- Resourcing needs are identified and prioritized on an annual basis during the budget process with the intent of maintaining core service delivery with strategic initiatives, as well as reviewing internal service provision versus external contractors.
- A focus on continuous improvement through each business centre, researching best practices and implementing those that are cost-effective and serve the best interests of the community and/ or organization. Examples include emerging trends such as transparent records management, which digitize work flows and records for more efficient access to information; piloting 3D crosswalks; and, incorporating after-the-fire conversations between fire crews and affected residents.

# Off-track initiatives and Recovery Plans

The Town administration has put the following into place for off track initiatives.

### Provide Quality Infrastructure



✓ Water – Continued focus on the long-range supplemental pipeline is required.

### Economic Vitality



Economic Development – while significant progress has been made, more effort is required in 2020 including reassigning some staff to help move projects forward, such as streamlining business processes (e.g. business change of use) for one-stop service.

### Community Growth Ann



- ✓ Updated flood mapping awaiting new flood mapping from Province; anticipate delay until early 2020. Risk of delay to Okotoks is the immediate effect of outdated information while designing the new Arts & Learning Campus. As well, the new MDP and LUB may need to be amended when mapping is received.
- MDP Okotoks' growth over the next 20 years is largely concentrated in the north. The built environment resulting from the new MDP will not be realized until development occurs, which may not happen for a decade. The Growth Plan (currently under development) will identify when and where the town grows and is linked to other projects such as the off-site levy review and financial indicator analysis. which has been delayed until 2020.

### Strong Governance \*\*O\*



- ✓ Offsite levy reviews have taken longer than anticipated and will continue into 2020.
- Asset and risk management plans are lower corporate priorities as the current focus is on utility and offsite levy reviews. Asset and risk management work continues to focus solely on high priority tasks (e.g. IT security risk, and enterprise risk management software) and will pick up momentum in 2021.

### Heathy & Safe Community



✓ There will be a significant number of volunteers. required should Okotoks be awarded the 2022 Summer Games. Steering committee to be established in early 2020, events planning through 2021 and significant volunteers will be required for execution in summer 2022.

### Environmental Excellence



- EMP first year implementation plan some initiatives are delayed due to staff capacity and other priorities (i.e. Arts & Learning Campus). Triple Bottom Line project has been postponed to early 2020. Annual commercial environmental incentive program is delayed to 2020 to align with utility rate redesign.
- New bold initiatives demonstrating we are the leaders in environmental stewardship is at risk with investment needed in the current economic climate.

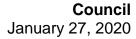
### Organizational Excellence



- Business transformation efforts within Development Services Division are a priority and require staff capacity including other business units such as IT, Parks, Fire and Communications. The focus is on business attraction and retention, and customer experience first (in-person) while digitizing business processes is a secondary priority. Reassigning resources to this priority task and hiring experts to assist is required for 2019 and 2020 to be able to make noticeable differences.
- Multi-year service delivery reviews are at risk due to staff capacity being focused on providing daily services. The focus has been on external facing services such as Waste Services (completed in 2019) and Water/EPCOR transition (in 2019/2020).









#### PUBLIC HEARING FOR BYLAW 06-20 WEST OKOTOKS AREA STRUCTURE PLAN

#### **Purpose**

The purpose of Bylaw 06-20 is to adopt a new area structure plan to facilitate future urban development of ±428.6 ha (±1059.0 ac) of land to the southwest of the existing developed areas of Okotoks and replace the existing Sandstone Springs Area Structure Plan covering a portion of the lands.

#### Readings

Depending on the outcome of this public hearing, Bylaw 06-20 is ready for second reading.

Prior to consideration of third reading, Bylaw 06-20 must be referred to the Calgary Metropolitan Region Board through the Interim Regional Evaluation Framework in order to be evaluated against the Interim Growth Plan.

#### Report, Analysis and Financial Implications

The purpose of an area structure plan is to provide a framework for subsequent subdivision and development of an area of land. The *Municipal Government Act* (*MGA*) prescribes minimum requirements for the content of an area structure plan (s. 633) and the process for preparing one (s. 636). The proposed West Okotoks Area Structure Plan (WOASP) addresses the content and process requirements for developing an area structure plan.

Formal application to commence preparation of the WOASP was submitted by Brown and Associates Planning Group in August 2017 following annexation of the subject lands. The area structure plan is developer funded by area landowners, Tristar Communities and New North Projects.

A separate Planning Services report is provided on the draft WOASP and is included as Attachment 3.

The WOASP was referred to Municipal Planning Commission on December 19, 2019 and received a motion of support.

Strategic Plan Goals

|             | Manage Community Growth           |             | Provide Strong Governance  |
|-------------|-----------------------------------|-------------|----------------------------|
| $\boxtimes$ | Provide Quality Community         | $\boxtimes$ | Healthy and Safe Community |
|             | Infrastructure                    |             | Foster Economic Vitality   |
|             | Enhance Organizational Excellence |             | Promote Environmental      |
|             |                                   |             | Excellence                 |

#### **Public Participation Strategy**

A robust public participation strategy and stakeholder engagement process was undertaken in the development of the WOASP in accordance with the *MGA*. A detailed summary and discussion of this process and the feedback received is contained in the Planning Services Report.

Notification of the public hearing was provided in the Western Wheel on January 8 and 15, 2020, posted on the Town website, and mailed to all adjacent property owners in accordance with the requirement of the *MGA*. The following correspondence has been received:

- A letter signed by five adjacent landowners in Sheep River Ridge requesting a
  concrete noise barrier be constructed along the rear of properties backing onto Big
  Rock Trail (BRT) in advance of any construction occurring with the WOASP lands
  (Attachment 4). Administration notes that the long-term development of the area
  will result in the need to upgrade BRT to a four lane arterial road as the primary
  means of accessing the new development area.
- Email correspondence from Bryce Hartsburg, a resident on Westland Street, raising concerns over the existing traffic and the implications of the transportation network proposed in the WOASP (Attachment 5). The resident has proposed two different alternative options for the road configuration.
- Email correspondence from Colin Ryan of 107 Sheep River Crest providing comments on landscaping considerations for the proposed future pathway behind his property (Attachment 6). The conceptual landscaping design for the area will be considered at the outline plan stage.
- A letter of support was received from B&A Planning Group on behalf of the sponsoring developers/landowners (Attachment 7).

Town Administration has the following additional comments with regard to the received correspondence:

The timing of upgrades to BRT is dependent on the timing of development and the draft WOASP provides the following direction on assign sound attenuation for BRT:

 Policy 6.5(c) BRT must transition over time to an urban arterial roadway and should be designed and constructed in general accordance with Section E: Future Arterial Street - BRT - Conceptual Section. The transition of BRT to an arterial roadway will be determined by the Town of Okotoks in consideration of the Town Transportation Master Plan and TIA's accompanying future outline plan and land use amendment applications



Section E: Future Arterial Street - Big Rock Trail - Conceptual Section

 Policy 6.5(d) A noise impact assessment and attenuation study must accompany adjacent outline plan applications to ascertain and inform appropriate noise attenuation measures for existing and new development as BRT transitions to an urban arterial roadway

The construction of a sound attenuation fence (typically constructed of wood) may be warranted for the ultimate design and volumes on BRT. This would need to be assessed at the more detailed design stage for BRT or at the outline plan stage for the adjacent lands. It is not the practice of the Town to install sound fencing to mitigate the impact of construction and the Town does not currently have a program or funds set aside for sound attenuation fencing to be installed in advance of new development occurring. Unfortunately, construction of new development areas does create nuisance issues for existing residents, and the Town works actively with developers to ensure reasonable measures are undertaken to minimize impacts on adjacent landowners, such as including limits on working hours and dust management practices.

As noted in the attached Planning Services Context Report, a Transportation Impact Assessment (TIA) was undertaken that considered 14 different transportation network connection options between the subject lands and the surrounding area. Ultimately, the transportation configuration illustrated in the WOASP was identified as the preferred option over no connections to Westland Street because it limited road connectivity but provided strong active transportation connectivity between the communities. The modelling analysis demonstrated that the single connection option at Westland View balanced pressures to the greater transportation network, including Cimarron Boulevard, major arterials and local shortcutting. The disconnection of the

long, direct Westland Street in the preferred option should also help mitigate some the speeding concerns on that road.

Removing the proposed connection to Westland Street would limit traffic increases on Westland Street, which provides a limited local benefit at the expense of increases elsewhere in the Town network as well as limiting connectivity between the WOASP and the rest of the community. Traffic impacts and mitigation specifics such as calming measures will be further reviewed on a subdivision/phase basis through future TIA submissions.

#### **Alternatives for Consideration**

n/a

#### **Deputy CAO Comments**

I support second reading of this bylaw.

#### Attachment(s)

- 1. Bylaw 06-20 First Reading Version
- 2. West Okotoks Area Structure Plan First Reading Version (with correction)
- 3. Planning Services Context Report
- 4. Letter from Sheep River Ridge Residents
- 5. Bryce Hartsburg Correspondence
- 6. Colin Ryan Correspondence
- 7. B&A Planning Group Correspondence

Prepared by: Colin Gainer Senior Planner January 21, 2020

#### **BYLAW 06-20**

# A BYLAW OF THE TOWN OF OKOTOKS IN THE PROVINCE OF ALBERTA TO ADOPT THE WEST OKOTOKS AREA STRUCTURE PLAN

**WHEREAS** pursuant to the provisions of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto, Council may adopt an area structure plan for the purpose of providing a framework for subsequent subdivision and development of an area of land, and

**WHEREAS** the West Okotoks Area Structure Plan was prepared in accordance with Section 636 of the *Municipal Government Act*; and

**WHEREAS** Council held a public hearing and advertised that public hearing in accordance with Section 692 of the *Municipal Government Act*.

**NOW THEREFORE** the Council of the Town of Okotoks enacts as follows:

- 1. This Bylaw may be cited as the "West Okotoks Area Structure Plan" or "WOASP".
- 2. The West Okotoks Area Structure Plan attached hereto as Schedule A is hereby adopted as the area structure plan for the subject lands.
- 3. Pursuant to Section 135(1)(d) of the *Municipal Government Act*, Bylaw 124/2007 of the Municipal District of Foothills No. 31 adopting the Sandstone Springs Area Structure Plan is hereby repealed.
- 4. This Bylaw shall come into full force and effect upon third and final reading.

| READ A FIRST TIME this 13 <sup>th</sup> day | of January, 2 | 2020.              |         |   |
|---|---------------|--------------------|---------|---|
| READ A SECOND TIME this                     | day of        | , 2020.            |         |   |
| READ A THIRD TIME AND PASS                  | ED this       | day of             | , 2020. |   |
|   | Mayor         |                    |         | _ |
|   | Chief A       | dministrative Offi | cer     | _ |





# WEST OKOTOKS

# Area Structure Plan

DECEMBER 2019

DRAF1

BYLAW NO: TBD

DATE OF APPROVAL: TBD

Prepared for: The Town of Okotoks
Prepared by: B&A Planning Group

On behalf of:





# **Contents & Figures**

| 1.0 | INTRODUCTION                           | 01 |
|-----|--|----|
| 1.1 | Purpose and Objectives                 | 02 |
| 1.2 | Policy Direction                       | 04 |
| 1.3 | Interpretation                         | 05 |
| 1.4 | Interpretation                         | 10 |
| 2.0 | PLAN AREA & BACKGROUND INFORMATION     | 11 |
| 2.1 | Location and Plan Boundaries           | 14 |
| 2.2 | Legal Description & Ownership          | 14 |
| 2.3 | Existing Site Conditions & Constraints | 16 |
| 2.4 | Surrounding Area Conditions            | 32 |
| 3.0 | VISION AND GUIDING PRINCIPLES          | 37 |
| 3.1 | Vision                                 | 38 |
| 3.2 | Guiding Principles                     | 40 |
| 3.3 | Land Use Concept                       | 42 |
| 3.4 | Area Structure Plan Statistics         | 44 |
| 4.0 | COMMUNITY & NEIGHBOURHOOD FRAMEWORK    | 47 |
| 4.1 | Complete Community                     | 48 |
| 4.2 | Neighbourhood Boundaries               | 50 |
| 4.3 | Neighbourhood Area                     | 52 |
| 4.4 | Special Policy Area                    | 53 |
| 4.5 | Residential Interface Area             | 54 |
| 4.6 | Highway Interface Area                 | 59 |
| 4.7 | Neighbourhood Hub                      | 61 |
|     |  |    |

| 4.8 | Community Nodes                                | 63  |
|-----|--|-----|
| 4.9 | Public Services/ Institutional Uses            | 66  |
| 5.0 | OPEN SPACE                                     | 69  |
| 5.1 | Environmental Reserve                          | 70  |
| 5.2 | Municipal Reserve Requirements                 | 72  |
| 5.3 | School Sites                                   | 74  |
| 5.4 | Park Spaces                                    | 76  |
| 5.5 | Naturalized Parks                              | 77  |
| 5.6 | Potential Cemetery Expansion Area              | 78  |
| 6.0 | MOBILITY                                       | 81  |
| 6.1 | Regional Pathway & Active Modes Network        | 82  |
| 6.2 | Safe Routes                                    | 85  |
| 6.3 | Transit Service                                | 86  |
| 6.4 | Internal Road Network                          | 87  |
| 6.5 | Regional Road Network                          | 88  |
| 6.6 | Sheep River Crossing Functional Planning Study | 92  |
| 6.7 | Road Closure Areas                             | 94  |
| 7.0 | SERVICING                                      | 97  |
| 7.1 | Water  | 98  |
| 7.2 | Sanitary                                       | 100 |
| 7.3 | Stormwater                                     | 102 |
| 7.4 | Shallow Utilities                              | 107 |
|     |  |     |

| 8.0  | IMPLEMENTATION                                  | 109 |
|--|---|-----|
| 8.1  | Plan Adoption                                   | 110 |
| 8.2  | Intermunicipal Coordination                     | 111 |
| 8.3  | Phasing   | 112 |
| 8.4  | Plan Amendment                                  | 115 |
| APPE   | NDIX A: Stakeholder & Public Engagement Summary | 118 |
| APPENDIX B: Referenced and Technical Studies |   | 121 |

### **List of Figures**

| O1. Location   | 03 |
|--|----|
| 02. Regional Context   | 06 |
| 03. Land Ownership   | 15 |
| 04. Existing and Adjacent Land Use                             | 17 |
| 05. Topography   | 19 |
| 06. Biophysical Conditions & Environmentally Significant Areas | 21 |
| 07. Floodway & Flood Fringe Delineation                        | 23 |
| 08. Historical Resources                                       | 25 |
| 09. Plan Area Constraints                                      | 27 |
| 10. Adjacent Community Infrastructure & Amenities              | 33 |
| 11. Existing Transportation Network                            | 35 |
| 12. Land Use Concept   | 43 |
| 13. Neighbourhood Boundaries                                   | 51 |

| 14. Interface Areas                            | 55  |
|--|-----|
| 15. Open Space                                 | 73  |
| 16. Pathways                                   | 83  |
| 17. Road Network                               | 89  |
| 18. Potential Sheep River Crossing Locations   | 93  |
| 19. Future Road Closure Areas                  | 95  |
| 20. Water Servicing Concept                    | 99  |
| 21. Sanitary Servicing Concept                 | 101 |
| 22. Stormwater Management- Option 1: Preferred | 104 |
| 23. Stormwater Management- Option 2            | 105 |
| 24. Stormwater Management- Option 3            | 106 |
| 25. Development Phasing                        | 113 |

### **List of Section Drawings**

| Section A: Highway No. 7 Interface Area - Conceptual Section     | 56 |
|--|----|
| Section B: Westland Street Interface Area - Conceptual Section   | 57 |
| Section C: Sheep River Ridge Interface Area - Conceptual Section | 58 |
| Section D: Future Collector Street - Conceptual Section          | 90 |
| Section E: Future Arterial Street - BRT- Conceptual Section      | 91 |



# SECTION 1.0 Introduction



# 1.0 Introduction

# 1.1 Purpose and Objectives

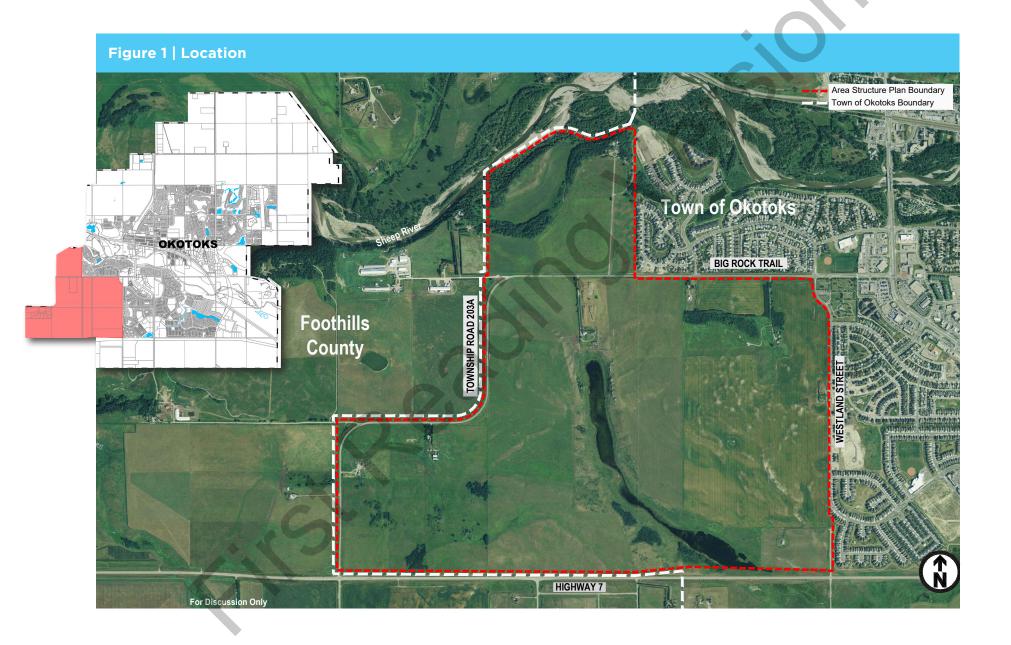
The West Okotoks Area Structure Plan (hereinafter referred to as 'WOASP') is a statutory planning document that provides a conceptual land use and servicing framework for approximately  $\pm$  428.6 hectares ( $\pm$  1059.0 acres) of land on the west side of Okotoks, identified on **Figure 1: Location.** 

The WOASP is a long-term statutory policy document that provides direction for more detailed planning stages including subsequent Outline Plan, Land Use Amendment, and Subdivision applications.

As outlined in Section 633 of the Municipal Government Act (MGA), the WOASP describes, at a conceptual level of detail, the following:

- Proposed land uses;
- Proposed density and population statistics;
- Transportation and servicing frameworks;
- Proposed sequence of development;
- Policy statements which will help ensure the intent of the WOASP is achieved over time.

The development of the WOASP has been undertaken concurrently with the recent annexation of the plan area from the Municipal District of Foothills No. 31 to the Town of Okotoks. The Government of Alberta issued an order in Council approving the annexation of the plan area and other lands effective July 1, 2017.





# 1.2 Plan Limits

The WOASP covers a significant area of the future developable lands within Okotoks, which is not contemplated by the 1998 Municipal Development Plan (MDP), or the "Legacy Plan" as it is also known. In accordance with Section 633(3)(b) of the MGA, an area structure plan must be consistent with any Municipal Development Plan.

In the absence of MDP policy direction for the plan area, the WOASP must be read as a conceptual development framework until a new MDP is in place for the Town. The conceptual development framework of the WOASP lands has been carefully considered under the direction established in Town of Okotoks Growth Study and Financial Assessment (2014) and subsequent annexation of the WOASP area into the Town of Okotoks.

Notwithstanding the above, more detailed planning of the lands shown as **Phase 1 on Figure 24 - Development Phasing**, including submission of an Outline Plan application, may occur in advance of the new MDP being adopted subject to the Implementation Policies as noted in Section 8.3.

In accordance with the policies in Section 8.3, Outline Plan and Land Use applications for lands beyond Phase 1 will not be accepted by the Town until the WOASP is comprehensively reviewed and updated to align with the policy directions established in the new MDP as adopted by Council. Phase 1 lands and subsequent outline plan, land use amendment, subdivision and development permit applications for these lands may proceed upon WOASP approval subject to adequate servicing in compliance with Town water allocation policy.

# 1.3 Policy Direction

The WOASP must be read in conjunction with other relevant statutory and non-statutory plans.

The following plans provide overarching policy direction and objectives that have helped guide the preparation, land use, servicing and policy directions of the WOASP:

# 1.3.1 REGIONAL PLANNING

INTERIM REGIONAL GROWTH PLAN (2018): Prior to preparation of the Future Regional Growth Plan by 2021, the Calgary Metropolitan Regional Board (CMRB) has prepared and approved an Interim Growth Plan (IGP) to guide land use, growth and infrastructure planning on an interim basis, Most new statutory plans and certain amendments to statutory plans will be subject to the Interim Regional Evaluation Framework (IREF) to ensure they are consistent with long-term regional interests identified in the IGP.

The WOASP has been developed in accordance with regional planning principles, objectives and policies as outlined in the IGP and in consideration of the IREF. An amendment to this Plan may be required once the future Calgary Metropolitan Region Growth Plan is approved to ensure statutory plan alignment.

# FUTURE REGIONAL GROWTH PLAN (TARGET FOR COMPLETION 2021):

The Future Regional Growth Plan will replace the previously voluntary Calgary Metropolitan Plan (CMP) and will focus on the coordination of land use and servicing in order to reduce the cost of infrastructure and create a compact and contiguous urban growth pattern in the region. The Calgary Metropolitan Region Board (CMRB) was created to manage the growth of the region in a strategic and coordinated way, ensuring the preparation and implementation of the Future Regional Growth Plan by 2021.

All statutory plans within the region will be subject to a regional evaluation and all Municipal Development Plans will be required to show how they meet the goals of the region.

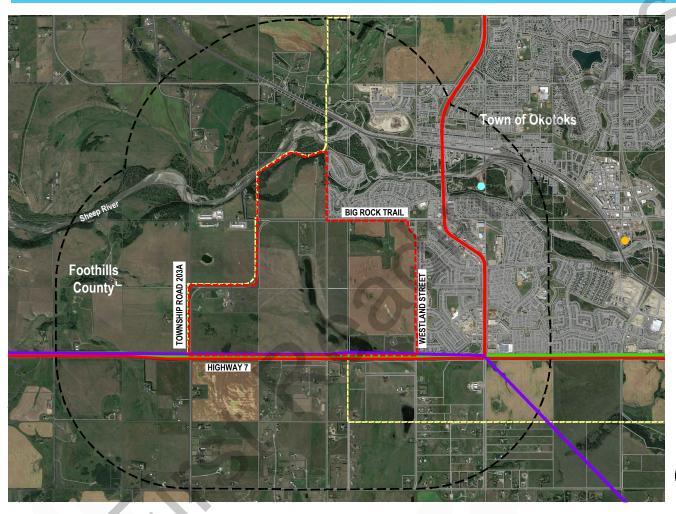
**Figure 2 - Regional Context** illustrates the relationship of the WOASP area to the regional transportation and transmission corridors and regionally significant features within 1.6 km of the plan area as identified within Section 5: Schedules of the Calgary Metropolitan Regional Board (CMRB) Interim Regional Growth Plan.

Regionally significant features include the Sheep River, an east-west power transmission line, an east-west pipeline, and east-west and north-south Highways (Level 2).

# **POLICIES**

1.3.1(a) The WOASP must align and conform to the Future Regional Growth Plan once the regional plan is adopted. An amendment to the WOASP may be required to ensure alignment with the Regional Growth Plan as the regional plan will take precedence over the WOASP.

# Figure 2 | Regional Context



Area Structure Plan Boundary

---- 1.6km Setback of ASP Boundary

Town of Okotoks Boundary

# Transportation

Highway

Rail Line

# **Energy Corridors**

Power Transmission Line

Pipeline

# Servicing

Public Water Treatment Plant

Public Wastewater Treatment Plant



### 1.3.2 LOCAL PLANNING- STATUTORY PLANS

TOWN OF OKOTOKS MUNICIPAL DEVELOPMENT PLAN (MDP): Is the primary long range planning document that establishes a holistic vision and guides overall growth and development for the Town. At this time, the current MDP in effect for the Town of Okotoks was adopted in 1998 and does not contemplate development of the Plan Area as it was predicated on a finite growth boundary of 25,000 to 30,000 people. Council has since adopted a continued growth model and annexed the Plan Area and other lands surrounding the community into the Town.

At this time, Council is currently in the process of creating a new MDP that aims to establish a 60-year vision to guide the growth of the community to a population of 80,000. Once the new MDP is adopted the WOASP must be comprehensively reviewed and updated to ensure it aligns with Council's vision for the growth and development of the community.

# **POLICIES**

1.3.2(a) The WOASP must comply with the Town of Okotoks Municipal Development Plan (MDP). The WOASP will be reviewed and amended as required, to ensure alignment with the most recent and updated Town of Okotoks MDP once approved by Council.

> Multiple plans have provided direction for the West Okotoks Area Structure Plan.

# TOWN OF OKOTOKS & M.D. OF FOOTHILLS INTER-MUNICIPAL

**DEVELOPMENT PLAN (IDP)(2016):** Is a long range planning document that identifies inter-municipal planning relationships and the nature of land use integration between the municipalities. The joint IDP was updated in July 2016 to reflect the proposed annexation between Okotoks and Foothills County, which includes the WOASP lands. The majority of the WOASP lands are located within the existing "referral area" between the two municipalities, meaning that any planning information with respect to the WOASP must be available to Foothills County if requested. Future planning applications within the WOASP will adhere to the circulation and referral process and any other direction contained within the IDP as it relates to the subject lands.

# **POLICIES**

1.3.2(b) Subsequent planning applications within the WOASP must comply with the direction contained within the Town of Okotoks-M.D. of Foothills Intermunicipal Development Plan in effect at the time of the application.





# 1.3.3 LOCAL PLANNING- NON-STATUTORY PLANS

# **OKOTOKS COMMUNITY VISIONING 2014 & COMMUNITY SUSTAINABILITY**

**PLAN (2016):** The *Okotoks Community Visioning 2014* was a townwide visioning process to define a clear vision for the future of Okotoks. Using extensive community engagement, the project helped define the characteristics that will be important to consider as the community grows. A vision statement and guiding principles were created to outline key overall community values. The Community Visioning document currently guides Council decision-making and the development of future plans, policies and programs for growth in the Town.

The Okotoks Community Sustainability Plan provides guiding principles, actions and objectives to guide the implementation of sustainable initiatives in Okotoks. The Sustainability Plan is supported by the 2014 Community Visioning Process, using the community vision and guiding principles as the basis for the Plan.

The Community Visioning & Sustainability Plan have helped guide the WOASP by providing the general guiding principles for a vibrant and sustainable community. The WOASP has embodied these principles throughout the ASP document and within the policy framework to ensure the Plan Area supports Okotoks community values and goals.

**OKOTOKS ENVIRONMENTAL MASTER PLAN (2018):** The plan provides a comprehensive plan for Okotoks to achieve its vision as a thriving, sustainable community. The plan provides criteria for sustainable development and growth, climate change mitigation and adaptation, ecological protection and enhancement, urban landscape design, water conservation, waste reduction, and green economic growth.

OKOTOKS ACTIVE TRANSPORTATION STRATEGY (2015): Provides guidance to Council, Administration, and other stakeholders in setting priorities to create a healthy and active community. The focus is to develop local capacity and support for multiple modes of sustainable, safe, and accessible active transportation choices that connect people to neighbourhoods, open spaces, recreation, schools and businesses. The WOASP supports active transportation throughout the Plan Area by providing a comprehensive network of pathways, safe routes, and open spaces that connect key destinations across the community.

**RECREATION, PARKS, AND LEISURE PLAN (2016):** is a strategic level plan that provides long-term direction for the delivery of recreation, parks, and leisure services in the community. The West Okotoks community will achieve the objectives of the Recreation, Parks, and Leisure Plan by providing an open space system that is diverse and multi-functional, applies environmental stewardship, and is accessible to all Okotoks residents. The development of park spaces within the WOASP will align with the classification system identified in the *Recreation, Parks, and Leisure Plan*.

TOWN OF OKOTOKS SHEEP RIVER CROSSING STUDY (2018): The Town of Okotoks has undertaken a technical assessment of the possibility of constructing a 'west bypass' Sheep River crossing to the west of Northridge Drive. The study has assessed the suitability of multiple crossing locations and corresponding road alignments to assess the impact these crossing locations would have on traffic congestion on Northridge Drive. Further regional study in conjunction with CMRB partner municipalities and discussions with Alberta Transportation, Foothills County, and other stakeholders is required prior to determining whether the crossing is warranted and if so, the optimal crossing location, corresponding road alignment and timing of construction. It is anticipated that these additional studies and stakeholder consultation should be completed prior to the end of 2021.

Based on the preliminary technical assessment completed as part of the Sheep River Crossing Study, the preferred crossing locations of the Sheep River to accommodate a west bypass are shown on Figure 18, in order to preserve the alignment opportunity for a future potential bridge crossing. The preferred crossing locations will be evaluated and refined when further regional evaluation of the crossing locations is concluded, and more detailed information is available through the Transportation Master Plan.

Other Plans and policy documents that have helped shape the WOASP include:

- Cultural Heritage and Arts Master Plan
- Town of Okotoks Social Wellness Framework
- Water Allocation System for Planning Approvals Policy
- Flood Plain Policy
- Sheep River Valley Management Plan
- Town of Okotoks Transportation Master Plan

These Plans are referenced throughout the document as they relate to the planning for the WOASP, and will continue to guide development until such time as new policies and plans replace them.





# 1.4 Interpretation

# 1.4.1 POLICY INTERPRETATION

The following interpretations must be used when interpreting policies within this Plan:

- 1 ASP policies that contain the words "must" or "will" outlines mandatory compliance with a given statement.
- Policy statements that include the word "should" indicate that compliance is encouraged and recommended. However, "should" statements may not be practical in some circumstances and flexibility is provided. Should statements will be applied unless it can be clearly identified to the satisfaction of the Approving Authority that the policy is not reasonable, practical, or feasible in a given situation.
- Where "may" is used in policy statements, there is no obligation to undertake what is proposed, but implies that the Approving Authority must give due consideration to the policy and has some discretion on decision-making.

# 1.4.2 MAP INTERPRETATION

The following interpretations are to be used when interpreting maps within this Plan:

- Unless otherwise specified within this ASP, the boundaries or location of any symbols or land use areas shown on a map are approximate only, not absolute, and will be interpreted as such. They are not intended to define exact locations except where they coincide with clearly recognizable physical features or fixed boundaries such as existing legal property lines, existing roads, or existing utility rights-of-way.
- No measurements of distances or area are to be taken from the maps or figures in the ASP.
- The precise location of land use boundaries will be evaluated at the time of an Outline Plan, Land Use Amendment and Subdivision applications. No amendments to the maps within the ASP are required as a result of further delineation at the Outline Plan stage, as long as the intent of the applicable polices is maintained.
- This ASP provides broad policy direction relative to the intended uses and development of an area. The ultimate definition and approval of land uses will be further delineated at the Outline Plan, Land Use Amendment, and Subdivision stages









# Plan Area &

Background Information

# 2.0 Plan Area & Background Info

# 2.1 Location and Plan Boundaries

The Plan Area comprises approximately ± 428.6 hectares (1059.0 acres) of land located on the western limit of the Town of Okotoks, illustrated on Figure 1: Location.

The plan area is defined by:

- **Sheep River to the north** -The Sheep River, associated escarpments and treed areas define the northern boundary of the site.
- **Big Rock Trail to the northeast** Big Rock trail is an important east-west road that connects the Plan Area to Highway 2A.
- Westland Street to the east Westland Street is an existing collector road that forms the eastern boundary of the plan area and provides an interface with the existing residential communities of Westridge and Westmount.
- **Highway 7 to the south** Highway 7 is an east-west Provincial Highway that begins in Black Diamond, passes through the Town of Okotoks and connects to Highway 2, just south of Okotoks. Highway 7 is currently a two-lane highway south of Southridge Drive.
- Township Road 203A & 16 Street West to the west Township 203A and 16 Street West form the western boundary of the ASP area, connecting Big Rock Trail to Highway 7 and defining the municipal boundary between the Town of Okotoks and Foothills County.

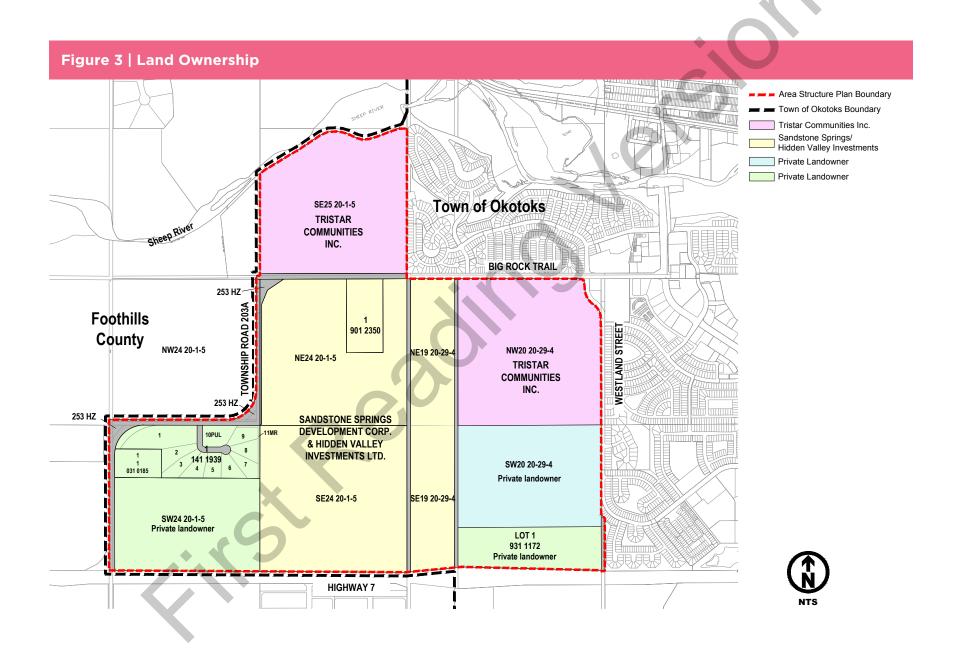
# 2.2 Legal Description & Ownership

The plan area is owned by a number of different landowners with a variety of legal parcels and ownership areas. Land ownership within the ASP area is illustrated on **Figure 3: Plan Area Ownership** and detailed in **Table 1: Legal Description & Ownership**.

# Table 1 | Legal Description & Ownership

| Land Owner  | Legal   | Area<br>(ha) | Area<br>(ac) |
|---|---|--------------|--------------|
| Tristar Communities Inc.  | SE 25-20-1-5 and<br>NW 20-20-29-4   | 119.73       | 295.85       |
| Sandstone Springs<br>Development Corp.<br>& Hidden Valley<br>Investments Ltd. | I; 901 2350, NE 24-20-1-5,<br>SE 24 20-1-5, SW 20-20-<br>29-4, NE & SE 19-20-29-4 | 166.39       | 411.14       |
| Private Landowner   | SW 20-20-29-4   | 42.83        | 105.82       |
| Private Landowner   | 1;931 1172  | 17.81        | 44.01        |
| Private Landowner   | SW 24 -20-1-5   | 40.95        | 101.18       |
| Multiple Landowners<br>(Subdivision)  | 1;1;031 0185 & Multiple<br>Parcels  | 22.47        | 55.40        |
| Road Right-of-Way   |   | 18.44        | 45.56        |
| TOTAL AREA  |   | 428.6        | 1059.0       |





# 2.3 Existing Site Conditions & Constraints

# 2.3.1 EXISTING & ADJACENT LAND USE

The WOASP is comprised of predominantly agricultural lands for crop production and cattle grazing. Other uses include a number of residential farmyards and an acreage subdivision on the west side of the site. The existing zoning of the subject property and surrounding area is denoted in **Figure 4: Existing & Adjacent Land Uses.** 

Adjacent land uses to the east, within the town of Okotoks, consist of a mix of residential uses, predominantly Residential - Single Detached District (R1), within the communities of Sheep River Ridge, Westridge, and Westmount. Other land uses include Environmental Protection (EP), Public Service (PS), and a range of Commercial Districts (CSC, CGATE, and CHWY).

Land uses to the south and west of the Plan Area, within Foothill County, consist of Country Residential (CR) and Agricultural (A). As well, there is Agriculture Business (AB) District located immediately to the west of the WOASP, containing a poultry feeding and processing operation and a bakery mix plant.



LOOKING WEST FROM WESTLAND STREET



**BEDROCK OUTCROP & EXISTING ACREAGE** 





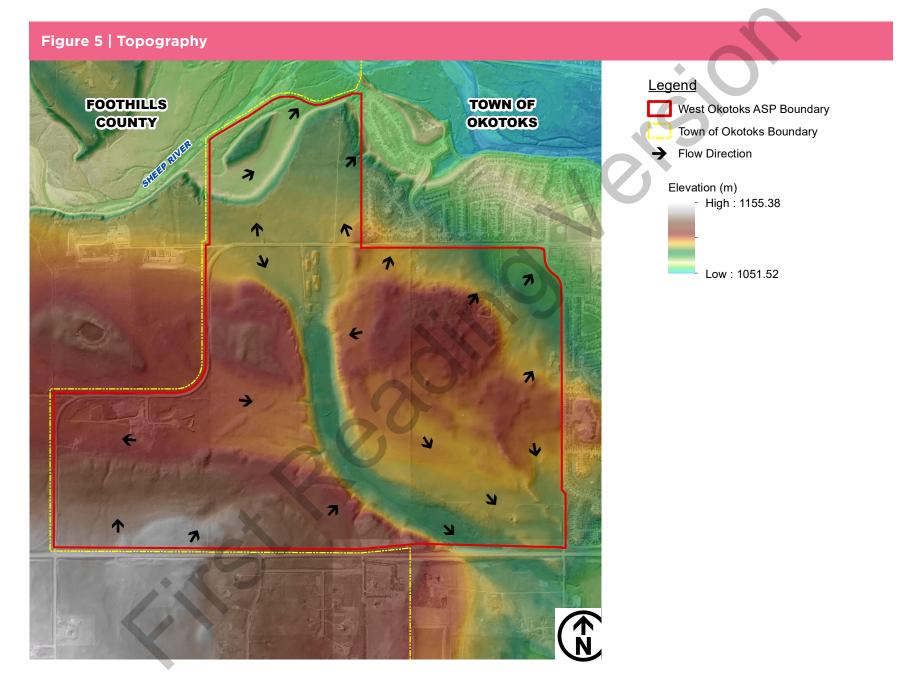
# 2.3.2 TOPOGRAPHY

Terrain conditions within the plan area are variable, ranging in elevation from 1047.4 metres at the low point to 1207.5 metres at the high point, as illustrated in **Figure 5: Topography.** The highest elevations occur in the southwest corner while the lowest elevations occur at the Sheep River and the central wetland.

In the north portion of the WOASP, the Sheep River and the historic meandering of the river channel has influenced local terrain. The Sheep River is the low point, with adjacent escarpments transitioning to upland conditions to the south. Further south, the landscape of the central plan area is influenced by rolling uplands with a valley and a large permanent shallow open-water wetland. Associated escarpments adjacent to the wetland have slopes of approximately 15-25% and greater.

The south portion of the WOASP drains into the central wetland and then proceeds south through a culvert across Highway 7. The northern portion of the plan area drains to the Sheep River.







### 2.3.3 BIOPHYSICAL OVERVIEW

A Biophysical Overview was completed by Westhoff Engineering Resources Inc. in February 2017. The study describes the existing environmental conditions within and adjacent to the plan area and the general recommendations for mitigation measures to reduce, eliminate or compensate for potential impacts related to proposed land uses. The report also provides high level recommendations for areas that may be considered for conservation and retention within the development.

As shown in Figure 6: Biophysical Conditions & Environmentally Significant

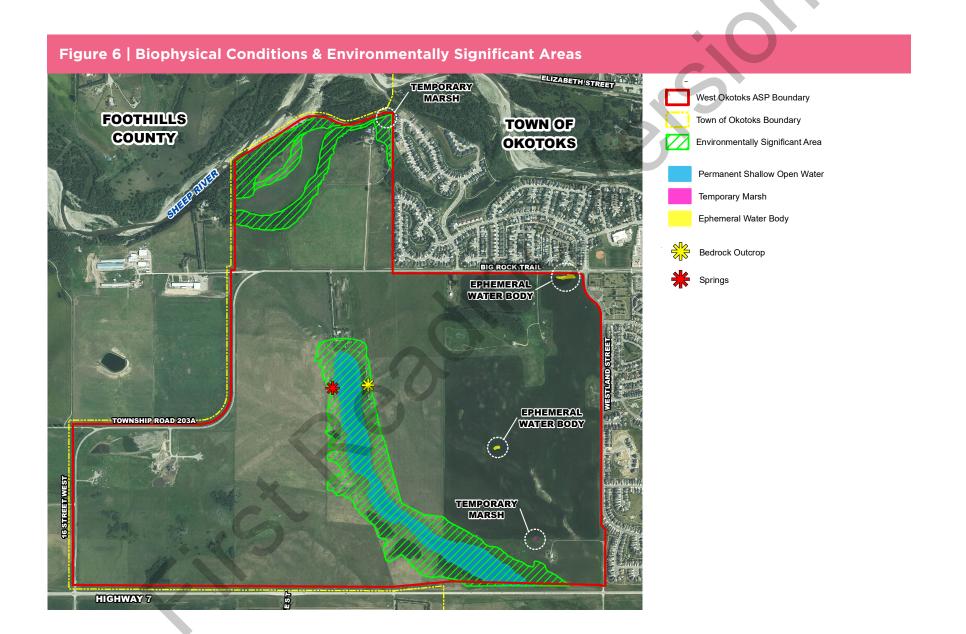
Areas, the WOASP contains a number of biophysical conditions for consideration. There are three (3) wetlands and two (2) ephemeral water bodies within the plan area. The two ephemeral water bodies and temporary marshes generally only hold surface water for a few weeks after snow melts or for a few days after a heavy rainfall. The large central wetland is a Permanent Shallow Open Water wetland and holds surface water throughout the year. This central wetland has been Crown-claimed, meaning the provincial government owns the naturally occurring bed and shore of this water body. Ephemeral water bodies occur when the water table is near, at, or above the ground surface for a short period of days but water is not present long enough to promote formation of water altered soils or vegetation. These water bodies are subject to Water Act approvals and the Alberta Wetland Policy, wherein avoidance and minimization of impacts is expected, but not subject to compensation if removal is necessary and approved to support development.

The Environmentally Significant Areas (ESA's) illustrated on **Figure 6** have been defined through provincial criteria. The Sheep River and adjacent forest escarpments are identified as ESA's because the river is a major drainage that provides aquatic and riparian habitat and the escarpments provide diverse habitats that support wildlife species. The central wetland and the associated valley provides habitat for a diversity of species and may act as a seasonal staging area for waterfowl. The valley is also where rare plants, several natural springs, and unique bedrock formations are located.

Further analysis at the time of an Outline Plan and Land Use Amendment will help to determine the exact boundary of the ESA's. These areas may be dedicated as Environmental Reserve (ER) and retained as natural open space. Building development setbacks should be determined using Provincial guidelines and policies and regulations located within the Okotoks Municipal Development Plan and Land Use Bylaw.

- 2.3.3(a) As a prerequisite for Outline Plan approval, the Town may require further analysis of the Environmentally Significant Area's identified on **Figure 6: Biophysical Conditions & Environmentally Significant Areas** and may require that ESA's be dedicated as Environmental Reserve (ER) at the time of subdivision.
- 2.3.3(b) The development setbacks from escarpments and water bodies within the plan area will be determined at the Outline Plan and Land Use Amendment stage.
- 2.3.3(c) The minimum development setbacks for ESAs will be determined by the Town of Okotoks with consideration of Provincial regulations and recommendations such as those found in the South Saskatchewan Regional Plan and Stepping Back from the Water: A Beneficial Management Guide For New Development Near Water Bodies in Alberta's Settled Region.
- 2.3.3(d) Additional lands that are deemed to be environmentally significant but do not qualify as ER under the Municipal Government Act may be dedicated as Conservation Reserve (CR) subject to an agreement on compensation being reached between the landowner and the Town.







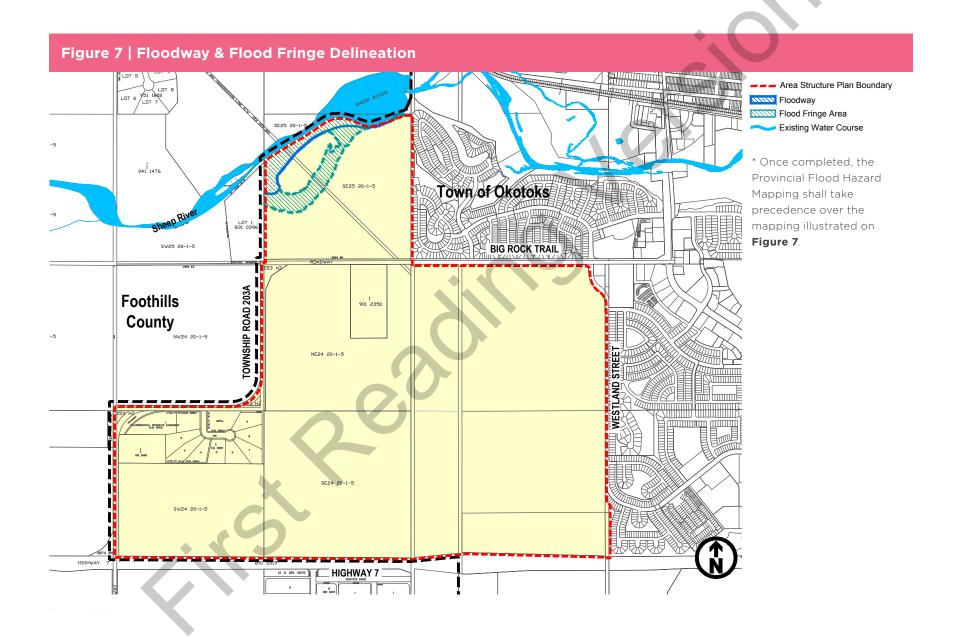
# 2.3.4 SHEEP RIVER FLOODWAY AND FLOOD FRINGE DELINEATION

A Flood Hazard Assessment for the Sheep River was completed by Matrix Solutions Inc. in March 2017. The objective of the assessment is to provide an understanding of the potential flood-related hazards within the plan area associated with the 1:100-year flood event. At the time of this report, Alberta Environment and Parks (AEP) are completing a new river hazard study, which is an enhanced version of a flood hazard study, for this portion of the Sheep River. Once completed, the Government of Alberta river hazard study will take precedence over the assessment completed by Matrix Solutions. Please refer to **Figure 7: Floodway & Flood Fringe Delineation** for the projected 1:100 year floodway and flood fringe area within the WOASP. No development is permitted within the floodway area.

- 2.3.4(a) The lands located within the Sheep River floodway are considered undevelopable and must be dedicated at the time of subdivision as Environmental Reserve (ER) in accordance with the provisions of the *Municipal Government Act* (MGA).
- 2.3.4(b) The lands located within the Sheep River flood fringe may be considered developable depending on the provisions of provincial requirements, the MDP, and any updated flood plain development policies that are in effect for the lands.
- 2.3.4(c) If the lands are deemed developable subject to 2.3.4(b), then any development will be subject to design and implementation of mitigation measures under the Government of Alberta flood plan best practices.

- 2.3.4(d) Should development be approved within the Sheep River flood fringe it must consider guidance from the Sheep River Valley Management Plan and Provincial recommendations found in Stepping Back From The Water A Beneficial Management Guide For New Development Near Water Bodies in Alberta's Settled Region.
- 2.3.4(e) Notwithstanding policy 2.3.4(b)(c), lands located with the Sheep River flood fringe may be dedicated as Conservation Reserve (CR) subject to the provisions of the *Municipal Government Act* (MGA) and an agreement for compensation being reached between the landowners, Town of Okotoks and /or Government of Alberta. The use of land dedicated as Conservation Reserve must be in accordance with the Municipal Government Act (MGA).
- 2.3.4(f) The use of land within the floodway and flood fringe shall be in accordance with the Municipal Government Act (MGA), Town of Okotoks Flood Plain Policy and Land Use Bylaw.
- 2.3.4(g) The floodway and flood fringe boundaries illustrated on Figure 7 must be updated based on Provincial River Hazard study once complete.





### 2.3.5 HISTORICAL RESOURCES

A Historical Resources Overview (HRO) was completed by Bison Historical Services Ltd. in May 2016. The overview identified seven historical resource sites and undisturbed high-potential landforms within the plan area. The HRO also recognized that a portion of the plan area (east half of Section 24-20-1-W5M and the east half of 19-20-29-W4M) has already been subject to a Historical Resources Impact Assessment (HRIA) conducted in 2006 under archaeological permit no. 05-495. The HRIA recognized two sites, EePm-1 and EePm-2, located in the central portion of the WOASP and adjacent to the central wetland, identified on Figure 8: Historical Resources. Avoidance or additional studies are required for these sites, as outlined through a requirement letter by Alberta Culture and Tourism.

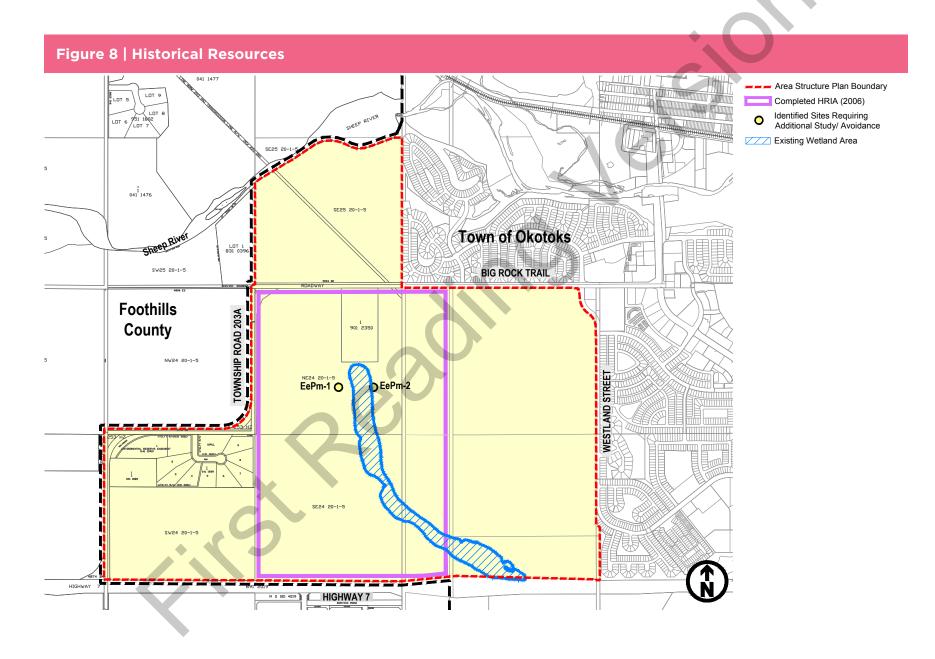
In addition to the HRIA completed in 2006, a HRIA is required for all areas within the plan area that were not included in the initial assessment.

- 2.3.5(a) The requirements outlined in the archaeological permit no.05-495 and Schedule B (4835-05-143) for lands within the east half of Section 24-20-1-W5M and the east half of 19-20-29-W4 must be adhered to as development of the lands occur.
- 2.3.5(b) An HRIA is required at the time of an Outline Plan submission for all lands within the WOASP not included in the 2006 HRIA (permit no. 05-495).



BEDROCK OUTCROPS ON THE EAST SIDE OF THE CENTRAL WETLAND







# 2.3.6 PHASE 1 ENVIRONMENTAL SITE ASSESSMENT (ESA)

A Phase 1 Environmental Site Assessment (ESA) was completed by GTech Earth Sciences Corp. in September 2015 for the plan area. The subject lands have historically been agricultural/grassed land occupied by a few single family residences and a cell tower. Based on the findings of the report, no significant environmental concerns were identified and a Phase 2 ESA is not required.

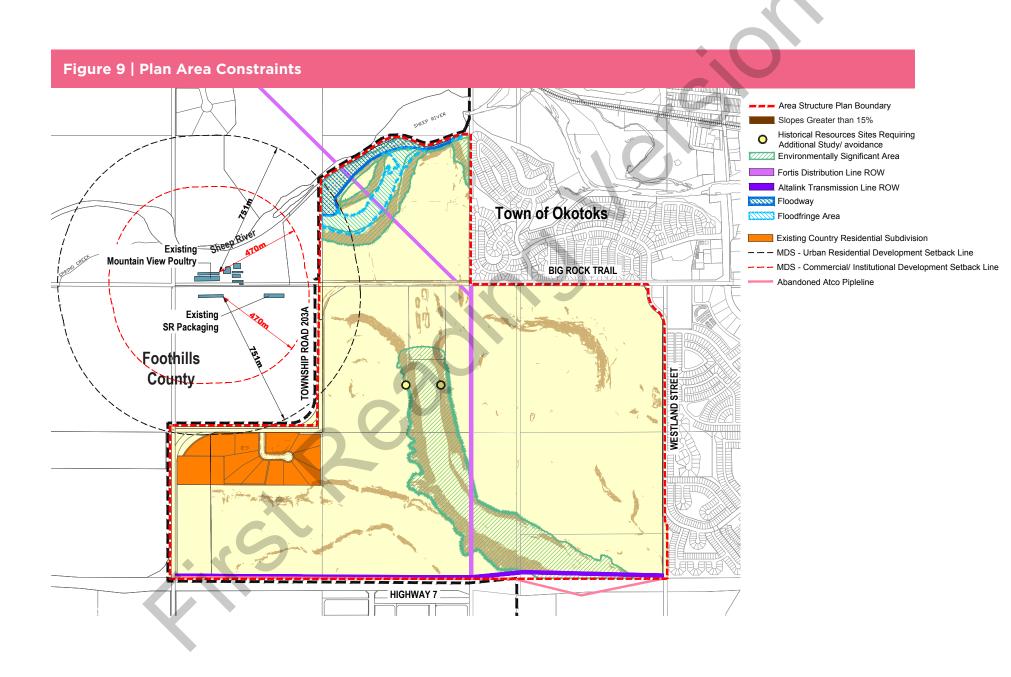
### 2.3.7 GEOTECHNICAL CONDITIONS

Geotechnical Evaluations have been completed for portions of the plan area. These include desktop and intrusive assessments that examined subsurface soil conditions, groundwater elevations, properties of the soil, slope stability, and overall geotechnical conditions. The geotechnical evaluations provide recommendations for construction and requirements for future development. An intrusive Geotechnical Evaluation should be completed for each Outline Plan area in the WOASP.

Several steep slopes (greater than 15%) are located within the plan area, illustrated on **Figure 9: Plan Area Constraints.** These slopes should be evaluated further for slope stability and development suitability at the time of an Outline Plan and Land Use Redesignation submission. Steep slopes should be designated as Environmental Reserve (ER) unless otherwise agreed to by the Town of Okotoks. Further geotechnical analysis will establish development setbacks from the shoulder of the top of slope.

- 2.3.7(a) Intrusive Geotechnical Evaluations must be completed and submitted concurrently with each Outline Plan within the WOASP area.
- 2.3.7(b) Development standards and setback requirements from the top and toe of slopes within the WOASP area must comply with the recommendations from the completed Intrusive Geotechnical Evaluations and steep slope setback requirements as specified in the Town of Okotoks Municipal Development Plan.
- 2.3.7(c) Public access and pathways may be permitted in identified steep slope setback areas.





### 2.3.8 TRANSMISSION LINE EASEMENT & RIGHT-OF-WAY

Two overhead transmission lines traverse the plan area, shown on **Figure 9: Plan Area Constraints**. An overhead power distribution line easement owned by Fortis Alberta Inc. diagonally transects the northern quarter of the WOASP and then continues south of Big Rock Trail in an existing road right-of-way until reaching Highway 7, where it continues on the south side of the Highway 7 right-of-way. This power line will be incorporated within the future development of the plan area and is expected to be buried and placed within future road rights-of-way.

An overhead power transmission line right-of-way owned by Altalink Management Ltd is located along the entire south boundary of the WOASP, within the Highway No. 7 right-of-way. Consideration of this line and appropriate setbacks should be acknowledged for any future development adjacent to the transmission line. Open space and pathway systems are considered an appropriate buffer between the transmission line and residential uses. The WOASP may consider a Highway No. 7 interface treatment similar to the transmission line and pathway system located on the southern edge of the Westmount community, directly east of the Plan Area.

- 2.3.8(a) The existing Fortis Alberta Inc. power line must be relocated underground and incorporated into future development within the Plan Area, in accordance with Town specifications.
- 2.3.8(b) Any additional setbacks or regulations for development adjacent to the Altalink transmission line right-of-way will be established at the Outline Plan stage in consultation with Altalink and any other Provincial requirements.
- 2.3.8(c) Development directly adjacent to the Altalink transmission line should consider an open space and/or pathway system buffer between the transmission line and proposed residential uses, and may be developed in general accordance with Section A: Highway No. 7 Interface Area Conceptual Section.
- 2.3.8(d) Any transmission line right-of-way within the Plan Area should be dedicated as Public Utility Lot at the time of subdivision.



### 2.3.9 ABANDONED ATCO PIPELINE

Based on consultation and engagement with ATCO, an abandoned ATCO pipeline has been identified beyond the plan area. The abandoned pipeline is specified on **Figure 9: Plan Area Constraints** and is situated in the Highway No. 7 right of way to the immediate north of the existing highway road structure. The pipeline is classified as abandoned however future development in proximity to the pipeline and / or road crossings to / from the plan area which propose to cross the pipeline shall require ATCO approval.

### 2.3.10 ADJACENT AGRICULTURE-BUSINESS USES

Two agriculture-business uses are located directly west of the Plan Area, within Foothills County. The Mountain View Poultry operation contains a confined feeding operation (CFO) and poultry processing plant that raises and processes chickens on site. This operation existed prior to the implementation of the Agricultural Operation Practices Act (AOPA), which applies specific Minimum Distance Separation (MDS) requirements to a CFO facility. The MDS is a measurement that uses livestock numbers to determine a setback from the CFO in order to reduce and mitigate nuisance impacts. The Mountain View Poultry operation does not have a formal MDS that applies to the facility and the Town of Okotoks currently does not have a reciprocal requirement for new development adjacent to a CFO facility. However, in order to mitigate any impacts to new development within the WOASP, a proactive approach to land use planning has been taken.

Through the review of municipal development permits held by the NRCB and current livestock numbers, if a MDS was applied to the Mountain View Poultry operation, the MDS would be 751 metres for urban residential uses and 470 metres for commercial, institutional or recreational uses. The MDS is applied from the edge of a building where manure is stored.

- 2.3.9(a) Ground disturbances and / or surface works within the plan area that are situated within 30 meters of the abandoned pipeline as shown on Figure 9: Plan Area Constraints must obtain written approval from ATCO prior to development commencing.
- 2.3.9(b) Future road crossings to / from the plan area crossing the abandoned pipeline must be paved and cross at a perpendicular angle to the pipeline. Written approval from ATCO prior to crossing construction shall be required.
- 2.3.9(c) A future development setback of 15 m from the centre line of the abandoned pipeline to future buildings proposed within the plan area should be considered by the Town of Okotoks and considered as part of future outline plan, land use amendment and development applications.



The extent of the minimum distance separation is illustrated on Figure 8: Plan Area Constraints. A portion of the West Okotoks ASP falls within the urban residential MDS area. Land uses within the urban residential setback should be limited to non-residential uses such as commercial, institutional, operational, and recreational uses. Residential uses should not be permitted within the urban residential MDS area unless there are changes to the CFO or other compelling considerations identified at the Outline Plan stage. Considerations at the Outline Plan and Land Use Application stages may include any change in conditions of the CFO inclusive of best management practices, technological improvements, and/or reduction of animal units.

At the time of adoption of the WOASP, Mountain View Poultry indicated they have no plans to intensify the number of animal units on site and to expand the CFO operation. Due to the relatively close interaction between a confined feeding operation and future urban residential development, any future applications to expand the CFO on site should be closely monitored as development progresses to minimize any conflict between future urban residential uses and intensive agricultural uses.

The second operation on site is a Bakery Mix Facility identified as SR Packaging on **Figure 9**. The facility produces bread mix that is supplied to bakeries and grocery stores throughout Western Canada. There are no setbacks applied to this facility.

Both operations currently rely on direct access to Big Rock Trail from an existing registered roadway. As the plan area develops, and traffic volumes increase on Big Rock trail, the access point and intersection configuration into the site will require monitoring and potential upgrades to ensure safe operations.

- 2.3.10(a) Land uses within the urban residential MDS area illustrated on **Figure 9** should be limited to non-residential uses such as commercial, institutional, or recreational uses.
- 2.3.10(a) Development within the MDS area should be designed to mitigate potential impacts from the CFO operation, including building orientation and location of any outdoor amenity spaces.
- 2.3.10(b) The Town will monitor any future municipal or provincial registration / approval applications to expand the confined feeding operation adjacent to the Plan Area to minimize any conflicts between intensive agricultural uses and future urban residential uses within the plan area.
- 2.3.10(c) Development of the western edge of the WOASP should consider an appropriate urban residential agricultural interface treatment between agricultural uses within Foothills County and residential uses within the Town of Okotoks; the type of interface treatment should be determined at the Outline Plan and Land Use Amendment stage.
- 2.3.10(d) Legal and physical access to existing parcels of land adjacent to the plan area and accessing Big Rock Trail will be maintained from Big Rock Trail unless a suitable alternative access configuration is provided subject to consultation between the Town, Foothills County, and affected landowners. As the development of the Plan Area proceeds, traffic volumes on Big Rock Trail will be monitored and evaluated to determine when appropriate intersection relocation and upgrades should be undertaken to ensure safe legal and physical access from Big Rock Trail to the existing parcels of land.



# 2.3.11 EXISTING COUNTRY RESIDENTIAL SUBDIVISION

There is an existing multi-lot country residential subdivision (Tiki Ranch) situated within the west portion of the plan area. The subdivision was registered in 2014 and consists of ten parcels in total, including one parcel encumbered by a significant environmental reserve easement and a public utility lot with a stormwater management facility. As the subdivision was created prior to annexation of the lands, there are active applications to develop the parcels for country residential development with private water and sanitary servicing consistent with the M.D. of Foothills land use and subdivision approval. The Town of Okotoks is bound by the existing approval and development of the lands may continue consistent with the subdivision approval in place and the land use designations in place. Intensification of the development area either through further subdivision or land use redesignation will not be supported by the Town until such time as a comprehensive Outline Plan is developed that includes the plan area and adjacent lands to establish a clear framework for this area to transition to an urban development standard.

- 2.3.11(a) The existing country residential subdivision (Tiki Ranch) located within the WOASP will be permitted to develop in accordance with the current land use and M.D. of Foothills No.31 subdivision approval.
- 2.3.11(b) Private on-site water and on-site private sewage treatment systems are permitted in Tiki Ranch until servicing is extended to the area, subject to all required Town and provincial approvals.
- 2.3.11(c) An Outline Plan will be required prior to future redevelopment of the existing country residential subdivision to urban densities and Town servicing standards.



**EXISTING TRANSMISSION LINE** 



**EXISTING COUNTRY RESIDENTIAL SUBDIVISION (TIKI RANCH)** 





# 2.4 Surrounding Area Conditions

# 2.4.1 ADJACENT COMMUNITY INFRASTRUCTURE & AMENITIES

Situated in the south-west sector of Okotoks, the WOASP is well-positioned to accommodate future neighbourhood development and population growth. With the established neighbourhoods of Sheep River Ridge, Westridge, and Westmount to the immediate east of the plan area, the development of the WOASP presents the opportunity for contiguous growth.

As illustrated in Figure 10: Adjacent Community Infrastructure &

Amenities, the WOASP is in close proximity to existing amenities and services. Regional retail, hospitality, and other commercial uses are located to the east of the plan area along Southridge Drive. Additional regional retail uses are also located on the northeast corner of 32nd Street and Highway 7, within the Southbank Business Park. These commercial areas offer a variety of services to both residents of the Town and the surrounding region. Future community and neighbourhood commercial development within the WOASP will be complementary to the regional commercial services along Southridge Drive.

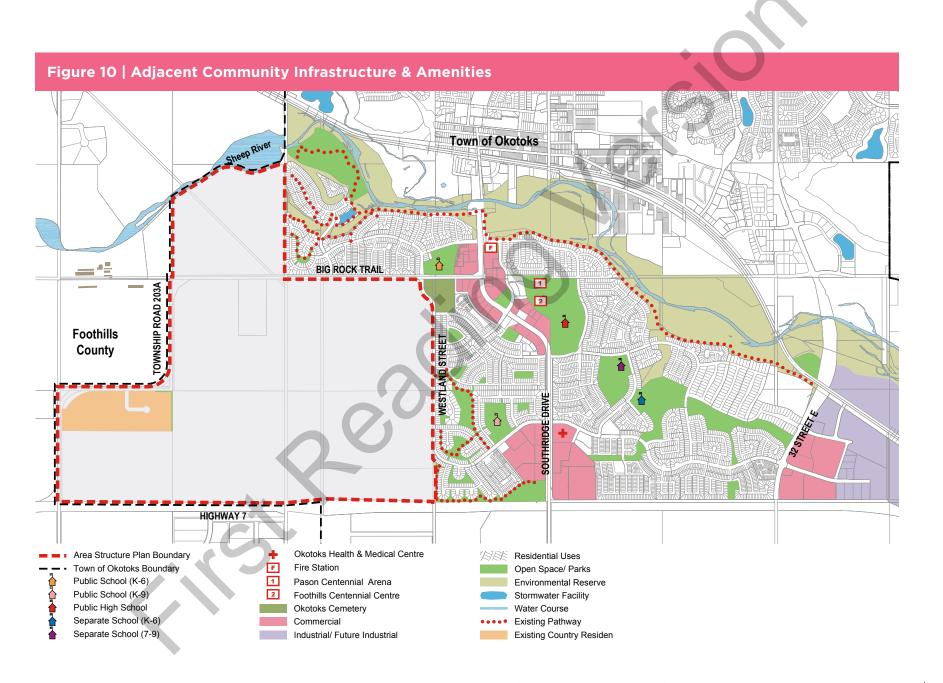
Nearby community facilities include the Pason Centennial Arena, the Foothills Centennial Centre, the Okotoks Health & Wellness Centre, and the Okotoks Cemetery. Police and Fire services are located at 98 Woodhaven Drive, approximately 4 km from the central portion of the WOASP area.

The nearest public schools are located in the adjacent neigbourhoods of Sheep River Ridge and Westmount; the public High School is located just east of Southridge Drive. Two catholic public schools are located within the community of Cimarron.

Adjacent open space features include parks and pathway systems within the adjacent neighbourhoods of Sheep River Ridge, Westridge, and Westmount. The Sheep River system contains escarpments, natural areas, and a continuous pathway system that traverses west-east across the town, connecting multiple communities and providing attractive spaces for recreation and active modes of transportation.

The location and type of existing land uses, community infrastructure, and open space features has helped guide the preparation of the WOASP land use concept and development vision.







# 2.4.2 EXISTING TRANSPORTATION NETWORK

As illustrated in Figure 11: Existing Transportation Network, the existing road network in relation to the plan area consists of Big Rock Trail on the north, Township Road 203A and 16th Street West on the west, Highway 7 to the south, and Westland Street to the east. The internal road network within the WOASP will connect to these boundary roads and provide the plan area with access to the regional road network, supporting the movement of residents to and from the plan area.

Additional access into and out of the plan area from surrounding development is limited. Two east-west collector roadways, Westridge Drive and Westland Street, connect existing communities to Southridge Drive. The WOASP internal road network will encourage vehicle movement within the plan area to the major boundary roads including Big Rock Trail and Highway 7 in order to minimize traffic impacts to the existing communities to the east. The proposed road network will also balance traffic impacts with an appropriate level of integration and connectivity between existing communities and the WOASP.

Roadway connections north of the WOASP consist of Sheep River Drive and Sheep River Boulevard. The WOASP internal road network will ensure alignment with these existing intersections along Big Rock Trail

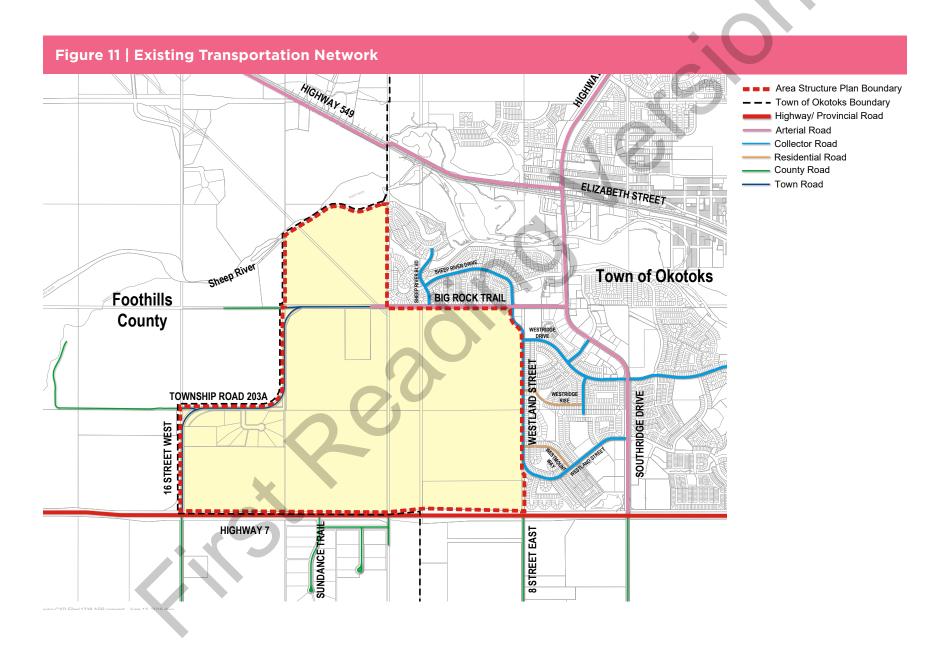


**EXISTING BIG ROCK TRAIL** 



**EXISTING HIGHWAY NO. 7** 









# Vision and Guiding Principles

# 3.0 Vision & Guiding Principles

#### 3.1 Vision

The West Okotoks community will be an exciting and active community that caters to all demographics of Okotoks residents.

The WOASP will develop as a complete community comprised of a number of distinct neighbourhoods that contain a diversity of housing options, commercial services, and recreational opportunities.

The WOASP respects the natural landscape and provides the opportunity for residents to connect with nature through an extensive open space system that connects the Sheep River valley to a large central wetland and valley. The community vision sees Okotoks residents drawn together at the central wetland, enjoying passive and active recreational opportunities, or relaxing by the wetland with views of the Rocky Mountains. Pathway connections will allow residents to safely walk or cycle throughout the community, connecting key activity centres, open space features, and adjacent neighbourhoods.

A variety of commercial services within the WOASP will serve the daily retail and service needs of community residents. Community and neighbourhood commercial developments will serve as a focal point of community activity, providing a place to shop, access services, relax, and meet friends.

The WOASP will integrate with and complement existing neighbourhoods and corridors, ensuring appropriate interface conditions while providing new opportunities for housing choice, education, recreation, and services.

West Okotoks will develop as a vibrant and inclusive community with distinct amenities that connect residents to nature and foster a sense of community.

The guiding principles of the WOASP reflect the goals and vision identified in the Okotoks Community Sustainability Plan:

"The Town of Okotoks is resilient, where people, businesses, ideas and sense of community thrive. Grounded by the Sheep River valley and supported by thoughtful planning and design, a strong local economy and a vibrant civic culture, Okotoks offers exceptional quality of life at every stage of life. Respect for each other and the natural environment makes Okotoks home."

#### 3.2 Guiding Principles

By respecting and applying the guiding principles of the Sustainability Plan, the WOASP will provide a made-in-Okotoks framework for a livable, vibrant, and inclusive community. Key design principles embodied in this Area Structure Plan include:







### **Connection** to Nature

Unique natural environments and landscapes within the plan area will be integrated into the community in order to respect their ecological role and to enrich the experience of Okotoks residents. Key environmental open space areas will be enhanced with pathway systems and appropriately integrated with the community to allow convenient access for people to connect with nature.



## Places to Shop & Socialize

Community Nodes and Neighbourhood Hubs within the plan area will provide a variety of lifestyle services that meet the daily needs of residents. Community Nodes will be mixed-use areas that are situated in strategic locations to act as community destinations, providing a focal point for residents to conveniently gather and socialize.











#### **Diverse Housing Options**

A range of housing forms and density will be integrated throughout the plan area, offering choice to Okotoks residents, creating inclusive neighbourhoods, and allowing people to remain in the community through all stages of life.



#### **Active Transportation** & Connectivity

The WOASP transportation network will ensure efficient movement of residents throughout the community while connecting the plan area to the regional transportation network and surrounding neighbourhoods. By incorporating pedestrian and cyclist infrastructure, future transit networks, and a comprehensive regional pathway system, multi-modal forms of travel and active lifestyles are encouraged within West Okotoks.



#### Integration with **Existing Communities**

The plan area will consider and respect existing development. Boundary conditions will complement and integrate with existing neighbourhoods, open space systems, institutional uses, highway corridors, and other key infrastructure conditions.

# 3.3 Land Use Concept

Figure 12: Land Use
Concept illustrates the
general location of
proposed land uses, the
major street and pathway
network, and major open
space areas. Table 2: Land
Use Overview provides
a brief description of the
key land use elements that
relate to the WOASP.

#### **Table 2 | Land Use Overview**



**NEIGHBOURHOOD AREA** will contain a diversity of residential housing types, neighbourhood parks, and local roads that will provide housing opportunities and amenities for a variety of Okotoks residents.



#### POTENTIAL PUBLIC SERVICE/INSTITUTIONAL

a site for potential future public services or institutional uses identified by the Town of Okotoks.



**COMMUNITY NODE** comprehensively planned, mixed-use activity centres that serve the needs of the surrounding community (uses may include commercial, high density residential, and other compatible uses).



**RESIDENTIAL INTERFACE AREA** portions of the plan area that are adjacent to existing homes. Policy wording in Section 4.4 of this ASP speaks to the appropriate interface conditions with existing residential uses.



**NEIGHBOURHOOD HUB** a focal point of a neighbourhood containing a small portion of local commercial uses, medium-high density residential uses, and an amenity space.



**HIGHWAY INTERFACE AREA** portions of the plan area that are directly adjacent to Highway 7. Policy wording in Section 4.5 of this ASP outlines compatible interface conditions with the highway.



**MAJOR OPEN SPACE** areas that are anticipated to remain as open space due to their environmentally significant features or due to geotechnical reasons.



#### LOWER ESCARPMENT SPECIAL POLICY AREA

a policy overlay applying to lands situated within the lower escarpment. This area will require further technical evaluation and assessment at the time of a future Outline Plan and Land Use Amendment application and potential development remains subject to the Town MDP review and update.



**REGIONAL PATHWAY** a pathway system, consisting of on-street and off-street multi-modal pathways connecting neighbourhood areas, commercial areas, and school sites.



**SCHOOL SITE (INDIVIDUAL SITE)** potential site for one school building and associated play fields.



**SCHOOL SITE (SHARED JOINT USE)** potential site for a shared school site containing two school buildings and associated play fields.

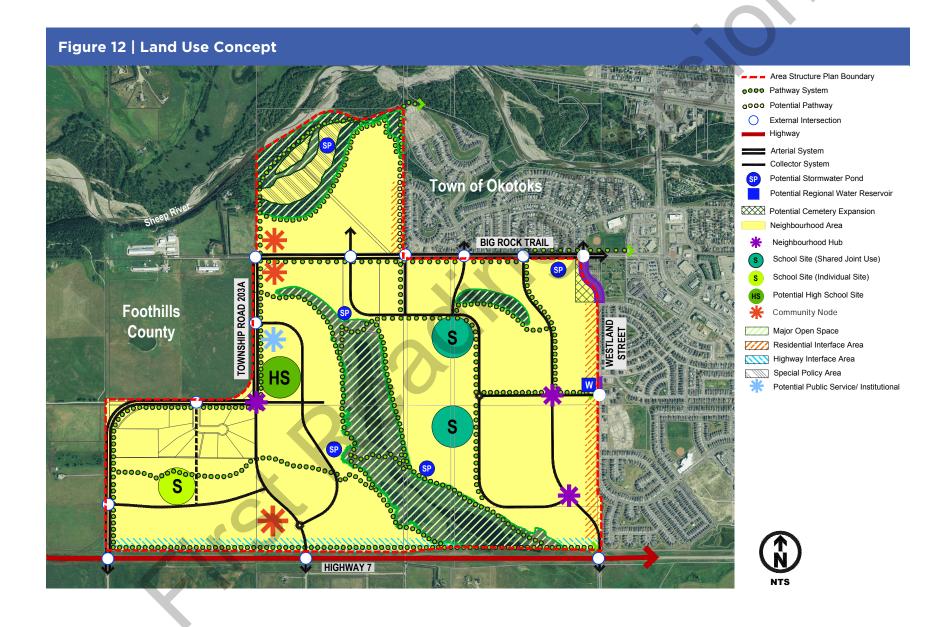


**POTENTIAL HIGH SCHOOL SITE** potential site for a high school building and associated play fields.



**POTENTIAL CEMETERY EXPANSION** potential expansion of the existing Okotoks Cemetery and road closure of a portion of Westland Street to accommodate cemetery expansion.





#### 3.4 Area Structure Plan Statistics

#### 3.4.1 LAND USE STATISTICS

**Table 3: ASP Land Use Statistics** provides an overview of land use statistics for the WOASP. The statistics have been calculated based on the land uses illustrated on **Figure 11: Land Use Concept**. The statistics are intended to provide a high level understanding of anticipated land use yields, population and employment projections for the plan area.

#### **Table 3 | Area Structure Plan Statistics**

|   | Area (ha) | Area (ac) | % of Plan |
|---|-----------|-----------|-----------|
| Neighbourhood Area  | 338.5     | 836.4     | 79%       |
| Community Node  | 14.2      | 35.1      | 3.3%      |
| Major Open Space<br>(Environmental and Municipal Reserve) | 62.2      | 153.6     | 14.5%     |
| Potential Cemetery Expansion                              | 1.6       | 4.0       | 0.4%      |
| School Sites  | 12.1      | 30.0      | 2.8%      |
| TOTAL   | 428.6     | 1059.1    | 100%      |

- 3.4.1(a) The location and type of land uses, open spaces, and major road network within subsequent Outline Plans must be in general conformance with this Area Structure Plan.
- 3.4.1(b) Notwithstanding Policy 3.4.1(a), minor variances to the land use concept at the time of an Outline Plan, land use amendment, or subdivision application will not require an amendment to this ASP.

#### 3.4.2 POPULATION & JOBS PROJECTION

**Table 4: Population & Job Statistics** calculates the approximate population and job projections for the WOASP. The gross developable residential area was calculated by deducting the non-developable areas and proposed regional land uses from the total plan area. The former Calgary Metropolitan Plan identified a minimum residential density of 8-10 units per gross developable residential acre within new growth areas. The minimum population projection for the WOASP was determined using a minimum residential density target of 8 units per gross developable residential acre for Phase 1 lands and minimum 10 units per gross developable residential acre for Phase 1a, Phase 2 and 3 lands. Anticipated job projections were calculated by applying an anticipated employment ratio to the ultimate projected commercial buildable area within WOASP area.

| PO | LI | CI | ES |
|----|----|----|----|
|    |    |    |    |

- 3.4.2(a) Outline Plan applications within Phase 1 of the WOASP shall be context sensitive to adjacent urban development, land use and density conditions and should achieve a minimum residential density of eight (8) units per gross developable residential acre (+/- 20 units per gross developable residential hectare).
- 3.4.2(b) Outline Plan applications within Phase 1a, 2 and 3 of the WOASP shall be context sensitive to adjacent urban development, land use and density conditions and should achieve a minimum residential density of ten (10) units per gross developable residential acre (+/- 25 units per gross developable residential hectare).

| Table 4   Population & Job Statistics                                    |           |           |  |
|--|-----------|-----------|--|
|  | Area (ha) | Area (ac) |  |
| Total Plan Area  | 428.6     | 1059.0    |  |
| Less Potential Major Open Space<br>(Environmental and Municipal Reserve) | 62.2      | 153.6     |  |
| Less Potential Cemetery Expansion  | 1.6       | 4.0       |  |
| Gross Developable Area   | 364.8     | 901.4     |  |
| Less Community Node Areas  | 14.2      | 35.0      |  |
| Gross Developable Residential Area                                       | 350.6     | 866.4     |  |

| Gross Developable<br>Residential Area  | Town of Okotoks<br>Density Target | Approximate minimum number of dwellings |
|--|-----------------------------------|---|
| Phase 1<br>57.7 ha (142.6 ac)          | Min. 8 upa                        | 1140                                    |
| Phase 1a, 2 & 3<br>292.9 ha (723.8ac)  | Min. 10 upa                       | 7237                                    |
| TOTAL ALL PHASES<br>350.6 ha (866.4ac) | Varies                            | 8377                                    |

| Approximate number of people per dwelling | Minimum Population<br>Projection | Minimum Job<br>Projection <sup>1</sup> |
|---|----------------------------------|--|
| 2.9 people                                | 24,293                           | 2,286                                  |

1: Anticipated Job Projection is based on the following assumptions:

- Commercial areas in two (2) Community Nodes (14.2 hectares, 35.0 acres)
- Commercial areas in three (3) Neighbourhood Hubs (3.0 hectares, 7.5 acres)
- Approx. 375,000 ft<sup>2</sup> or 114,300 m<sup>2</sup> commercial buildable area in areas identified
- Employment Ratio Assumption: 1 job per 50 m² of commercial buildable area





SECTION 4.0

# Community & Neighbourhood Framework

# 4.0 Community & Neighbourhood Framework

#### 4.1 Complete Community

The WOASP will be developed as one (1) complete community comprised of five (5) neighbourhoods that offer a unique identity, range of housing, commercial, recreational, institutional land uses and public spaces.

The development of the WOASP plan area as a complete community will support the efficient utilization of land and infrastructure, afford a range of housing choices and opportunities, provide local and regional services and employment, and support mobility options and transit service through increased densities, complete streets and an integrated and connected open space and pathway system.









- 4.1(a) The WOASP plan area must develop as one (1) complete community comprised of five (5) unique and distinct neighbourhoods as outlined on **Figure 13: Neighbourhood Boundaries**.
- 4.1(b) The WOASP community identity must be informed and guided by the following:
  - i. Centralized wetland area is retained and preserved
  - ii. Significant slopes and rock escarpments are retained and preserved
  - iii. The Sheep River floodway lands are retained and preserved
  - iv. Regional and localized pathways that will enhance mobility throughout the community
  - v. Gateway function of the plan area and relationship to Highway No. 7
  - vi. Identified community nodes and neighbourhoods hubs which will serve as key focal points

- 4.1(c) The WOASP complete community should provide for the following:
  - i. a broad range of housing choices and densities which cater to varying demographic and market needs, are transit supportive, and offer a range of built forms.
  - ii. a range of regional and local commercial uses that provide both employment opportunities and services that allow residents to meet most of their daily basic needs without leaving the community.
  - iii. schools, public spaces, parks and recreation opportunities, places of worship, culture and leisure spaces, community services.
  - iv. an interconnected pathway, bikeway, sidewalk and roadway network allowing multi - modal opportunities and convenient pedestrian and vehicular access and movement throughout the community and to key focal points and activities centres.
  - v. permeability to allow all modes of travel to connect to adjacent communities
  - vi. convenient and accessible transit services
  - vii. distinctive and attractive neighbourhoods
  - viii. a healthy natural environment

#### 4.2 Neighbourhood Boundaries

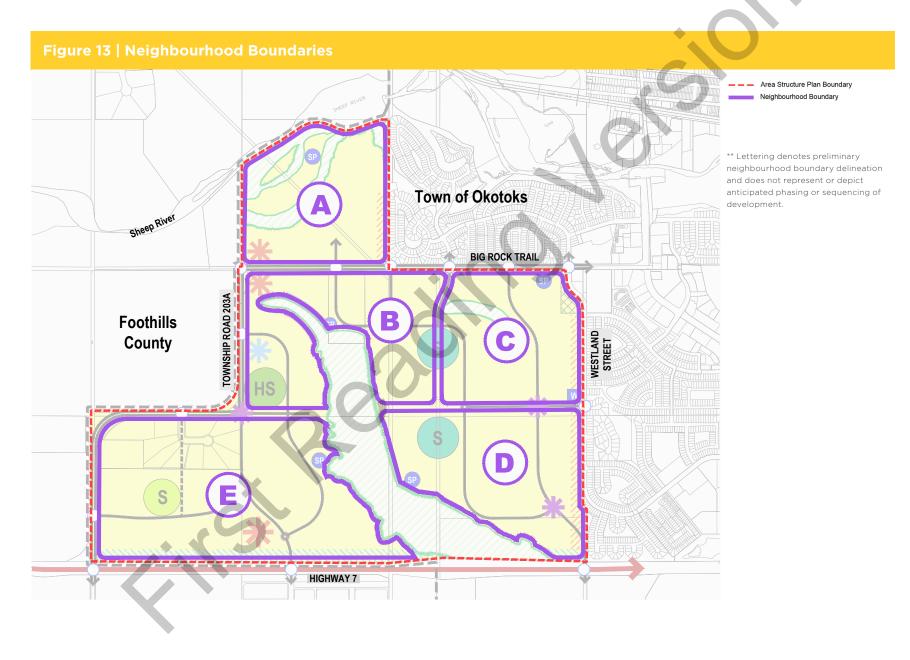
Neighbourhoods are considered the key building block to support complete community development. Typically, a Neighbourhood is defined as a neighbourhood area designed around a key focal point such as, but not limited to, a Neighbourhood Hub, a Community Node, or a corridor.

As illustrated on **Figure 13: Neighbourhood Boundaries,** five (5) neighbourhoods are proposed within the WOASP community. The delineation of these proposed neighbourhood boundaries considers the extent of the plan area, the general size of a neighbourhood, the regional and internal street network, and the topography and environmental conditions of the Plan Area.

Proposed focal points within identified neighbourhoods are identified on **Figure 12: Land Use Concept** as 'Neighbourhood Hub' or 'Community Node'. Additional focal points may be created throughout each neighbourhood area to support neighbourhood activity and create a sense of place. These hubs of activity should act as neighbourhood or community destinations and may include a combination of public open space, medium-high density residential uses, commercial uses, recreational, and institutional uses. Neighbourhood boundaries, land use composition, and neighbourhood focal points are approximate and may be refined at the time of an Outline Plan. The size, land use composition, and architectural style may vary between neighbourhoods.

- 4.2(a) The WOASP area should include five distinct (5) neighbourhoods as illustrated on **Figure 13: Neighbourhood Boundaries**. The exact boundaries of proposed neighbourhoods may be refined at the time of an Outline Plan without an amendment to this plan.
- 4.2(b) Neighbourhood Areas must be designed around neighbourhood focal points including proposed Community Nodes and / or Neighbourhoods Hubs as identified on Figure 12: Land Use Concept. Neighbourhood focal points should include public open space and may contain a combination of medium-high density residential uses, commercial uses, recreational and cultural uses, and institutional uses.
- 4.2 (c) Neighbourhoods should provide a distinct identity for its residents created through the use of design approaches which include sight-lines and access to environmental open space, public parks, focal points, streetscape design, distinct buildings, landmarks and public art.
- 4.2 (d) Neighbourhood design must be supplemented with neighbourhood design guidelines submitted at the time of an Outline Plan submission and architectural controls submitted at the time of subdivision application submission. The neighbourhood design guidelines and architectural controls must help support a sense of unique neighbourhood identity and ensure distinctive, high quality commercial and residential development.
- 4.2(e) Final neighbourhood boundaries, land use composition and neighbourhood focal points must be addressed and finalized as part of an Outline Plan submission which must be developed in accordance with the policy direction contained in this plan.







#### 4.3 Neighbourhood Area

Proposed Neighbourhood Areas will be designed around neighbourhood focal points and accommodate a mix of residential uses, neighbourhood parks, environmental open space, local streets, and pathways that facilitate the development of an inclusive and livable community.

Residential uses will consist of a diversity of housing types and densities that cater to residents of all ages, income levels, and lifestyles. Low, medium, and high density residential uses must be cohesively integrated throughout the plan area and throughout each neighbourhood. In order to encourage walkable and active neighbourhoods, higher density uses should be located in close proximity to community amenities including Neighbourhood Hubs, Community Nodes, open space features, regional pathways, and major road networks that may support future transit service.

The WOASP must provide a mix of housing types throughout the plan area. Interface areas and gradients in density will be provided in order to ensure appropriate transitions and compatibility between various land uses and densities, and with adjacent communities.

- 4.3(a) Neighbourhood Areas in Phase 1 must be located as shown on Figure 12: Land Use
   Concept and Figure 25: Phasing and must be planned to achieve a minimum density of eight.

   (8) units per gross developable residential acre.
- 4.3(b) Neighbourhood Areas beyond Phase 1 must be generally located as shown on **Figure 12: Land Use Concept and Figure 25: Phasing** and must be planned to achieve a minimum density of ten (10) units per gross developable residential acre.
- 4.3(c) Neighbourhood Areas must be designed around key neighbourhood focal points including but not limited to a Neighbourhood Hub, Community Node, neighbourhood park or environmental open space to create a neighbourhood destination and sense of neighbourhood identity.
- 4.3(d) Neighbourhood Areas must consist of predominantly residential uses and should include some compatible non-residential uses.
- 4.3(e) Neighbourhood Areas must accommodate a diversity of housing types to provide options to a variety of residents; housing types should be integrated throughout the plan area to promote an inclusive community.

- 4.3(f) Neighbourhood Areas must comply with the Town of Okotoks MDP minimum targets for non traditional (not single detached) housing development at the time of Outline Plan approval.
- 4.3(g) Medium and High Density residential development within the plan area should be:
  - located adjacent to or in close proximity to major roadways, future transit service, and the active transportation network.
  - ii. located in close proximity to community amenities such as Neighbourhood Hubs, Community Nodes, and open space systems.
  - iii. integrated with lower density development through the use of appropriate transitions that create compatible interfaces with surrounding neighbourhoods.
- 4.3(h) Alternative housing forms (such as secondary suites, live-work units, laneway housing and mixed-use housing) should be integrated within Neighbourhood Areas in order to meet the needs of various lifestyles and support the delivery of affordable housing.



#### 4.4 Special Policy Area

The 'Lower Escarpment Special Policy Area' as identified on **Figure 12: Land Use Concept** is a policy overlay that applies to lands situated within the lower escarpment of the plan area, a portion of which are contained within the Sheep River flood fringe as defined by the floodway and flood fringe mapping completed by Matrix Solutions Inc. in March 2017. The Government of Alberta is currently completing an enhanced Sheep River Hazard Study that will provide new flood inundation and flood hazard mapping for the Sheep River. Once complete, the Government of Alberta study and accompanying mapping will override the Matrix Solutions (2017) study and support an update to floodway and flood fringe boundaries contained within the West Okotoks Area Structure Plan.

Within the WOASP, the lands located within the 'Lower Escarpment Special Policy Area' may be considered for future development. While these lands may be developable, there are technical concerns that remain, including access management, potential property risk and the degree of flood mitigation measures that may be required to support development. In addition, and subsequent to the Town approval of its Environmental Master Plan, the Town is currently reviewing policies related to development within flood fringe areas as part of the Municipal Development Plan review currently underway, which may or may not lead to a comprehensive updated to the Town of Okotoks Flood Plain Policy. Collectively, the Town MDP update and updated Flood Plain Policy update may necessitate an update to the WOASP.

Further review at the time of an Outline Plan and Land Use Amendment application will require a more detailed analysis of these lands including, but not limited to proposed land use, building construction types, the placement of shallow and deep utilities, stormwater management, transportation access to the lands, setbacks and modifications from surrounding slopes, protection of riparian ecosystems, and compliance with Town of Okotoks policy.

- 4.4(a) The lands situated within the Lower Escarpment
  Special Policy Area as identified on **Figure 12: Land Use Concept** may be developable, subject to the design and implementation of flood mitigation measures, under the Government of Alberta best management practices and the CMRB Interim Growth Plan. Notwithstanding, the future development of these land remains subject to consideration of the policy provisions of the Town of Okotoks MDP, Flood Plain Policy and Land Use Bylaw which may or may not necessitate updates to the WOASP.
- 4.4(b) Lands situated within the Lower Escarpment Special Policy Area will require further technical evaluation and assessment at the time of an Outline Plan and Land Use Amendment application in consideration of access constraints, flood mitigation, servicing infrastructure needs, property risk, environmental considerations, and other identified considerations to the satisfaction of the Town.
- 4.4(c) Notwithstanding policy 4.4(a)(b), lands located with the Lower Escarpment Policy Area may be dedicated as Conservation Reserve (CR) subject to the provisions of the Municipal Government Act (MGA) and an agreement for compensation being reached between the landowners, Town of Okotoks and /or Government of Alberta. The use of land dedicated as Conservation Reserve must be in accordance with the Municipal Government Act (MGA).

#### 4.5 Residential Interface Area

Residential Interface Areas within the WOASP are lands that are situated directly adjacent to existing residential uses, as illustrated in **Figure 14: Interface Areas.** The intent of the Interface Area is to ensure that new residential development within the Plan Area has a residential density and housing form similar and compatible to surrounding development.

The two Residential Interface Areas identified within the Plan Area have different boundary conditions. Subject lands adjacent to Westland Street interface with existing residential dwellings that front onto the street. Therefore, proposed housing within the plan area should front towards Westland Street in order to provide a compatible and attractive streetscape. Proposed development adjacent to Westland Street will consist of low density housing in the form of single-detached units, similar in form to existing houses on the east side of the street.

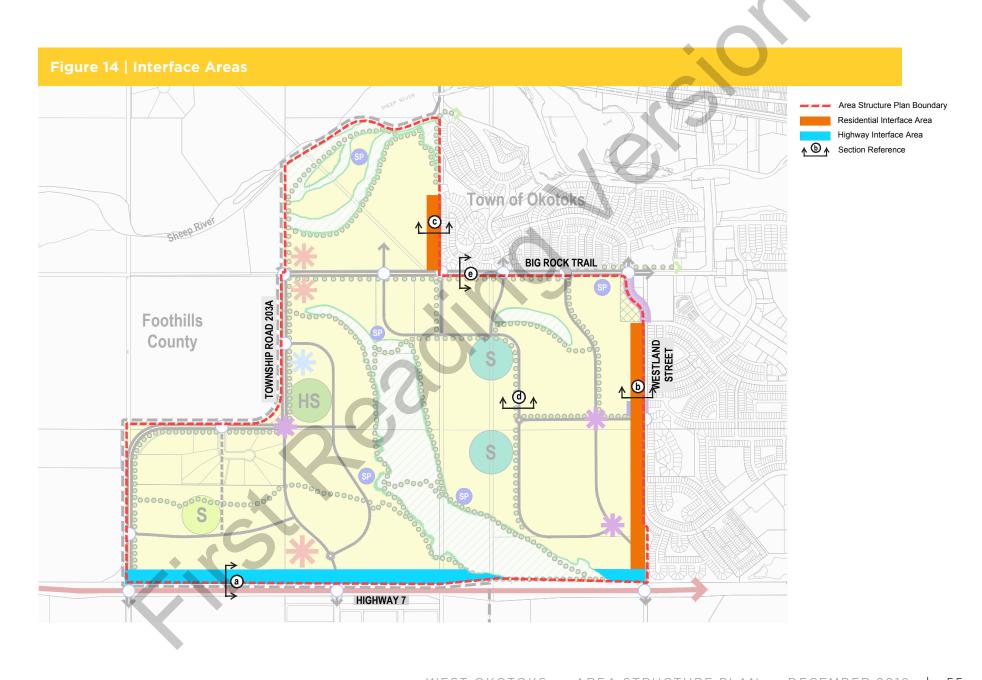
The Interface Area in the north portion of the Plan, adjacent to the community of Sheep River Ridge, consists of existing residential lots that back on to the Plan Area. Proposed development in this Interface Area should consist of low density residential development that provides a compatible rear yard interface.



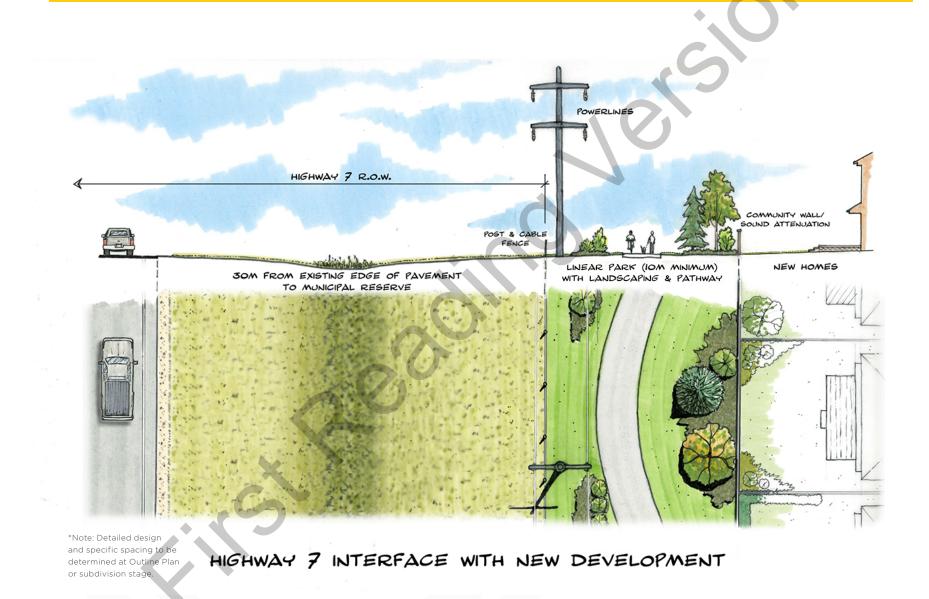
- 4.5(a) The Residential Interface Area is located as generally shown on Figure 14: Interface Areas, adjacent to Westland Street and along the western boundary of the Sheep River Ridge community.
- 4.5(b) The Interface Area adjacent to Westland Street should consist of single or semi-detached dwellings that are similar in form to existing houses that front towards Westland Street and should be developed in general accordance with Section B: Westland Street Interface Area Conceptual Section.
- 4.5(c) The Interface Area adjacent to the community of Sheep River
  Ridge should consist of low -density residential development that
  provides a compatible rear-yard interface with existing residential
  uses and should be developed in general accordance with
  Section C: Sheep River Ridge Interface Area Conceptual
  Section.
- 4.5(d) The layout and type of residential uses within the Residential Interface Area will be defined at the Outline Plan and Land Use Amendment stage.







#### Section A: Highway No. 7 Interface Area - Conceptual Section

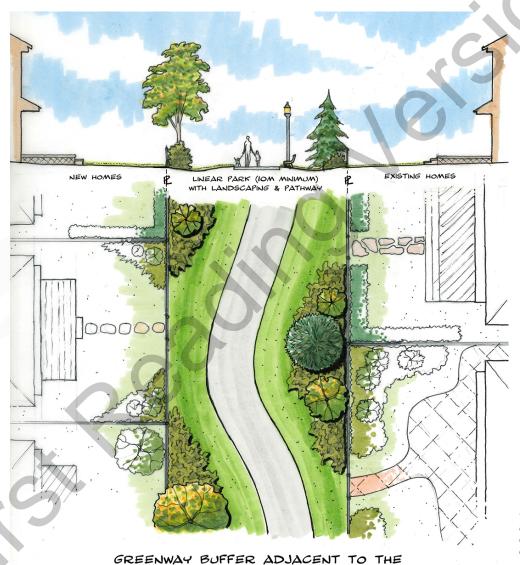




#### Section B: Westland Street Interface Area - Conceptual Section



### Section C: Sheep River Ridge Interface Area - Conceptual Section



SHEEP RIVER RIDGE NEIGHBOURHOOD

\*Note: Detailed design and specific spacing to be determined at Outline Plan or subdivision stage.



#### 4.6 Highway Interface Area

The Highway Interface Areas within the WOASP are highlighted in **Figure 14: Interface Areas** and include residential and commercial lands adjacent to and highly visible from Highway 7.

The quality of the interface between the Highway and the plan area is important due to a combination of visual appeal, noise mitigation, and safety considerations. The WOASP lands are situated as the western gateway into the Town of Okotoks and should consist of a high quality built environment that defines the entrance to the Town.

Other design considerations within the Highway Interface Area should account for the Altalink transmission line that traverses east-west along the south boundary of the Plan Area, within the Highway 7 right-of-way. A regional pathway is proposed within the Highway Interface Area in order to provide a buffer from the transmission line, provide a comprehensive pathway network, and tie in with the existing pathway network on the south boundary of the community of Westmount.

In order to ensure a high quality built environment and visual appeal along Highway 7, interface design objectives and landscape treatments could include one or more of the following:

- Variation in built form- varying land uses between commercial, residential, and open space along the length of the Highway Interface Area will help to break up the interface area and provide visual relief to the traveling public.
- Visual Screening and/or Enhancement high quality fencing or decorative walls should be utilized for residential uses adjacent to Highway 7. Fencing or decorative walls should be of consistent quality along the length of the interface area.
- Landscaping and open space- natural landscaping and open space elements within the Highway Interface area can add visual appeal, provide a buffer from existing transmission lines, and offer active mode connections across the south boundary of the plan area.
- Town Entrance Signs- as part of the gateway into the Town of Okotoks, a Town entrance sign may be considered on the western edge of the WOASP. Municipal signage is the responsibility of the Town and usually located within a road right-of-way



- 4.5(a) The Highway Interface Area is located as generally shown on Figure 14: Interface Areas, adjacent to the northern edge of Highway 7.
- 4.5(b) Highway Interface Areas should consist of a high quality built form that recognizes the western gateway into the Town of Okotoks.
- 4.5(c) Highway Interface treatment may include a combination of natural landscaping elements and open space, high quality fencing, decorative walls, and/or a variation in built form and may be developed in general accordance with Section A: Highway No. 7 Interface Area Conceptual Section.
- 4.5(d) The treatment of Highway Interface Areas should be generally defined through Outline Plan submissions and finalized as part of the subdivision process via the preparation of detailed construction drawings. A noise impact assessment and attenuation study should be submitted as part of future outline plan and land use amendment applications for lands situated within Phase 3 of the plan area as indicated on **Figure 25: Phasing.**









#### 4.7 Neighbourhood Hub

The Neighbourhood Hubs within the WOASP, identified on **Figure 12: Land Use Concept,** are envisioned as neighbourhood destinations, providing a mix of land uses that provide local commercial services, open spaces, and higher density residential uses.





Neighbourhood Hubs should support and facilitate neighbourhood interaction and identity by providing a pedestrian-oriented environment that is easily accessible to a large portion of the neighbourhood. The proposed Hubs within the plan area are located along the collector road system to ensure convenient access and accommodate future transit-oriented development.

Commercial uses within the Neighbourhood Hub can be stand-alone developments or part of a mixed-use development within higher density mixed-use areas. The role of commercial development within the Neighbourhood Hub is to serve local convenience needs for nearby residents. Uses may include small-format retail uses and services such as a convenience store, restaurant, café, bakery, hair salon, daycare facilities, and other daily services. A limited amount of office space that accommodates personal, professional and financial services may also be provided within the Hub. Medium and high density residential uses within and adjacent to the Neighbourhood Hub will strengthen the vibrancy and success of the retail developments, increase activity within the Hub, and provide a transition to surrounding lower density residential areas.



- 4.7(a) Neighbourhood Hubs will be generally located as shown on Figure 12: Land use Concept. The exact boundary and location of these Hubs will be refined further at the Outline Plan and Land Use Amendment stage.
- 4.7(b)Neighbourhood Hubs must be located at the intersection of two collector or higher standard roads to allow for convenient access and accommodate future transit service.
- Neighbourhood Hubs must be well-connected to the surrounding residential areas through a network of pathways and walkways that provide convenient and safe connections for active modes of transportation.
- 4.7(d) Neighbourhood Hubs should be comprehensively planned to include a mix of land uses and may include a combination of:
  - · Medium and high density residential development
  - Local commercial uses
  - A public open space/amenity space
  - Recreational and institutional uses
  - Other compatible uses

- Each Neighbourhood Hub should contain approximately 20,000-25,000 square feet (1.5 -2.0 acres) of local commercial uses.
- 4.7(f) Commercial and retail buildings should be oriented towards the street to promote walkability and pedestrian-scale development.
- 4.7(g) Parking areas should be located behind buildings or otherwise screened from the street.
- Medium density residential uses should be located adjacent to Neighbourhood Hubs to increase activity and ensure appropriate transitions to lower density residential uses.
- The conceptual layout and the mix of land uses within each 4.7(i) Neighbourhood Hub must be defined at the Outline Plan and Land Use Amendment stage.



#### 4.8 Community Nodes

The Community Nodes identified on **Figure 12: Land Use Concept** are intended as mixed-use developments that will support a range of uses and meet the shopping needs of the community.





The Community Nodes are intended as comprehensively planned, mixed-use activity centres that serve the needs of the surrounding community. A Community Node should consist of a mix of commercial uses, medium to high density residential development, as well as recreational, institutional, and cultural uses. The Community Nodes within the WOASP should be areas with a high intensity of people and jobs to support a vibrant street environment and a balance of mobility options including future public transit. Design of the Community Node should focus on the integration of commercial uses with surrounding residential neighbourhoods to promote a walkable and human-scaled destination.

The retail and office uses within the Community Nodes will be larger in scale than local commercial uses found within Neighbourhood Hubs, and will provide community-scale services such as a supermarket, pharmacy, liquor store, restaurants, gas bar, financial institutions, and other small and medium retail tenants. Office space typically associated with retail developments should also be accommodated in the Community Nodes, including professional and financial services such as doctors, dentists, lawyers, real estate offices, etc.

The proposed Community Nodes are located adjacent to major roads that will serve the West Okotoks community and provide easy access from adjacent neighbourhoods. Big Rock Trail and Highway 7 will provide the accessibility and the traffic exposure needed to sustain community scale commercial development. The Community Nodes will be designed to be active transportation friendly with direct connections to the community through a permeable street network and pedestrian and cyclist pathways. Public plazas, amenity space, and pathways within the Community Node will reinforce its role as a focal point of the community.

#### **POLICIES**

#### Location

- 4.8(a) Community Nodes must be located:
  - in areas with high visibility and in proximity to the future transit network;
  - in the general location as shown on Figure 12: Land use
     Concept. The exact boundary and location of these Community
     Nodes will be refined further at the Outline Plan and Land Use
     Amendment stage.

#### Size & Intensity

- 4.8(b) A Community Node should be a minimum of 4 hectares (10 acres) in size.
- 4.8(c) The Intensity of a Community Node should achieve a minimum of100 people and jobs per gross developable hectare at full build-out.
- 4.8(d) The Community Nodes should be designed to support intensification over time in order to accommodate local employment opportunities.

#### Composition

- 4.8(e) The composition of the Community Node:
  - must contain a mix of land uses including commercial, residential, and amenity space, which can be mixed horizontally or vertically;

- may include additional uses such as recreational, institutional, cultural, or other public services.
- buildings should be oriented towards the street to promote walkability and pedestrian-scale development.
- parking areas should be located behind buildings or otherwise screened from the street.
- 4.8(f) Commercial uses within a Community Node:
  - should be predominantly small and medium format retail uses and may consist of other compatible employment uses such as office, professional, medical, and financial services;
  - must provide a minimum of 100,000 square feet ( $\pm 9,290.3$  m<sup>2</sup>) of total gross commercial floor space within each Community Node.
  - The exact land area size and commercial floor area of each Community Node will be determined through subsequent market analysis at the Outline Plan Stage.
- 4.8(g) Residential uses within a Community Node:
  - should include a range of medium-to-high density multi-unit residential development;
  - must be integrated with other uses within the site, either horizontally or vertically.



- 4.8(h) Amenity Spaces within the Community Node:
  - public plazas and gathering spaces should be comprehensively planned to create focal points and promote community interaction:
  - should include a connection to the future transit network/bus stop within the Community Node.

#### **Mobility**

- 4.8(i) In order to ensure convenient and safe connections for all modes of transportation and a high degree of connectivity, the transportation network within and around the Community Node:
  - must provide a permeable grid-like street layout and a network of pathways and walkways that connect various land uses and sites within the Community Node;
  - should be linked to other community amenities (such as schools, Neighbourhood Hubs, recreational areas, churches, etc.) via an interconnected regional and local pathway system;
  - should be served by the future transit network;

#### **Evaluation at Outline Plan Stage**

4.8(j) The land use and conceptual layout within each Community Node must be defined at the Outline Plan and Land Use Amendment stage through the submission of a Development Concept Plan.

- 4.8(k) The Development Concept Plan must illustrate the following:
  - urban design and pattern;
  - · internal street network;
  - public plazas, amenity spaces, and pathway system;
  - the integration of the Community Node with the larger open
     space network and regional pathway system;
  - potential future transit routes and stops; and
  - private signage criteria.

# 4.9 Public Services / Institutional Uses

Given the size and location of the WOASP and the forecasted future population within the plan area, a range of public services and institutional uses should be accommodated. Specific public services and institutional uses for the WOASP have not been identified at this time and the WOASP may require an amendment following approval of the Town's new Municipal Development Plan.

- 4.9(a) The plan area must accommodate a range of public services and institutional uses consistent with the direction and intent of the Town's Municipal Development Plan.
- 4.9(b) A minimum of three (3) school sites to accommodate five (5) Kindergarten to Grade 9 (K-9) schools and one High School site should be located in the WOASP plan as generally shown on **Figure 15: Open Space** and in accordance with Section 5.3.
- 4.9(c) A range of public utility parcels of varying sizes must be provided throughout the plan area to accommodate and support the delivery of municipal services including but not limited to stormwater facilities, water, sanitary, telecommunication, power and gas facilities / services. The exact size, location and extent of public utility parcels must be assessed at the Outline Plan stage and finalized at the time of subdivision.
- 4.8(d) The WOASP plan area should accommodate the potential cemetery expansion area as shown on **Figure 15: Open Space** and in general accordance with Section 5.5.
- 4.8(e) The plan area should accommodate a regional water reservoir in the general location as shown on **Figure 19: Water Servicing Concept**.
- 4.9(d) Other institutional uses including but not limited to places of worship, other education facilities, care facilities etc. may be accommodated in the plan area and shall be determined at the time of Outline Plan submission.
- 4.10(e) Other public services uses including but not limited to a regional recreational facility, a satellite operations centre and storage facilities, and a satellite emergency services facility may be required within the plan area. The requirement for these public services shall be determined through the completion of the Municipal Development Plan which may require an amendment to the WOASP.



#### BACK CHANNEL OF THE SHEEP RIVER







# SECTION 5.0 Open Space



## 5.0 Open Space

The open space system within the West Okotoks ASP will consist of a combination of natural areas, parks and pathways, programmed open space, and school sites.

The Major Open Space system illustrated on **Figure 15: Open Space** shows significant lands features and natural areas that have been identified at the ASP level and may be comprised of a combination of both Environmental Reserve (ER) and Municipal Reserve (MR) lands. School sites have also been identified within the WOASP and will be included within MR dedicated lands. Neighbourhood parks, linear open spaces, and local pathways are not illustrated in the WOASP but will be integrated throughout the Plan Area and defined at the time of an Outline Plan.



#### 5.1 Environmental Reserve

As per the Alberta Municipal Government Act, ER is intended to consist of:

- A swamp, gully, ravine, coulee or natural drainage course,
- Land that is subject to flooding or is, in the opinion of the subdivision authority, unstable, or
- A strip of land, not less than 6 metres in width, abutting the bed and shore of any lake, river, stream or other body of water for the purpose of preventing pollution of providing public access to and beside the bed and shore.

Areas within the WOASP that may be subject to ER dedication at the time of subdivision include:

- **Sheep River Floodway** the floodway associated with the Sheep River is illustrated on **Figure 7: Floodway and Flood Fringe Delineation**. The floodway area will be dedicated as ER at the time of subdivision.
- Environmentally Significant Areas (ESAs) The ESAs within the WOASP are illustrated on Figure 6: Biophysical Conditions & Environmentally Significant Areas.

- The ESAs are located on escarpments adjacent to the Sheep River as well as the central wetland and associated escarpments and valley. Lands within the ESA will be subject to review at the Outline Plan & Land Use Amendment stage to determine the exact ESA boundary and an appropriate land use classification. Land uses may include a combination of ER, MR, or other land uses deemed appropriate by the Approving Authority.
- Areas with steep slopes- The WOASP has a rolling topography with several steep slopes greater than 15%. Areas with slope 15% or greater are illustrated on Figure 9: Plan Area **Constraints**. These slopes will be evaluated further for slope stability and development suitability at the time of an Outline Plan and Land Use Amendment. Further geotechnical analysis may inform the subdivision authority on the suitability of development of these lands, but if in the opinion of the subdivision authority these features should be preserved or are unstable the lands should be designated as ER..

- The lands located within the Sheep River floodway will be dedicated as ER.
- As a prerequisite for Outline Plan approval, the Town may require further analysis of 5.1.(b) the Environmentally Significant Areas identified on Figure 6: Biophysical Conditions & Environmentally Significant Areas and may require that important ESAs be dedicated as ER at the time of subdivision.
- 5.1.(c) Lands subject to steep slopes should be dedicated as ER if in the opinion of the subdivision authority the natural features of the land should be preserved or if the opinion of the subdivision authority these lands are unstable. These lands will be evaluated at the time of an Outline Plan and Land Use Amendment to determine the suitability for ER dedication.
- Additional lands may be dedicated as ER if in the in the opinion of the subdivision authority:
  - i. the natural features of the land would present a significant risk of personal injury or property damage occurring during development or use of the land;
  - ii. the additional land is needed to prevent pollution of the land or of the bed and shore of an adjacent body of water;
  - iii. the additional land is need to ensure public access to and beside the bed and shore of a body of water laying on or adjacent to the land.



# **5.2 Municipal Reserve Requirements**

Municipal Reserve (MR) requirements for the plan area are outlined in **Table**5: Municipal Reserve Requirements. Provincial legislation requires 10%
MR dedication for gross developable areas. Specific MR requirements and distribution within the plan area will be determined at the Outline Plan Stage.
The land use areas and MR requirements outlined in Table 5 are approximate and subject to refinement at the Outline Plan and Land Use Amendment Stage.

Areas within the WOASP that are considered undevelopable and not subject to Municipal Reserve credit include potential Environmental Reserve Areas adjacent to the Sheep River as well as the central wetland and associated escarpments.

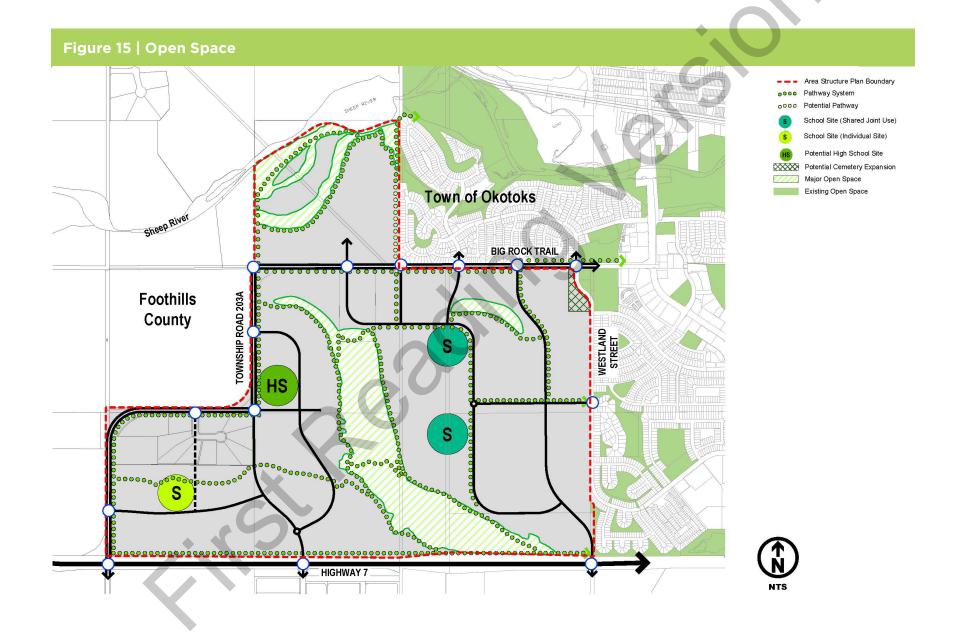
There is existing MR dedication within the country residential subdivision (Tiki Ranch) on the west side of the plan area. MR requirements and distribution will be reassessed at the time of a future Outline Plan that applies to the area.



#### **Table 5 | Municipal Reserve Requirements**

|  | Area (ha) | Area (ac) |
|--|-----------|-----------|
| Total Plan Area  | 428.6     | 1059.0    |
| Less Potential Environmental Reserve Area                | 57.5      | 142.0     |
| Gross Developable Area                                   | 371.1     | 917.0     |
| Total Municipal Reserve Requirement* (10%) for the WOASP | 37.1      | 91.7      |

<sup>\*</sup> This is an estimate of MR dedication required for the entire ASP area and is based on the approximate Gross Developable Area. Exact MR dedication will be determined at the time of outline plan and subdivision.





#### 5.3 School Sites

School site requirements within the WOASP area were determined in consultation with Foothills School Division, Christ the Redeemer Catholic Schools, and the FrancoSud School Division. Based on the estimated total population and student population projections for the WOASP, five (5) Kindergarten to Grade 9 (K-9) schools have been identified to accommodate the full build-out of the WOASP. The proposed K-9 schools are anticipated to be located on 2 shared joint-use sites (two school buildings and shared playfields on one site) and one individual school site (one school and associated playfields), as illustrated on **Figure 15: Open Space.** 

The School Boards have also identified the potential need for a High School within the plan area. A potential High School site is identified on Figure 14, adjacent to Township Road 203A.

The need for a High School will be evaluated at the time of an Outline Plan for the area. If, in the future, the Town of Okotoks determines the need for a recreation facility or other civic use within the WOASP, a potential High School is considered a complimentary use and should be situated in conjunction with a recreation/civic facility.

All school sites within the ASP should be developed in a way to maximize MR efficiency and ensure adequate MR remains to support the development of other neighbourhood parks, pathways, and amenities within the community. Since High Schools support a larger geographic area which extend beyond the plan area and are considered a regional use, land for the High School site should be purchased from the developer. The number of sites and the size of the school sites will be reviewed and determined at the Outline Plan stage.

School sites will be focal points within the WOASP neighbourhoods, easily accessible for all transportation modes and linked to other open space features and areas of activity. School sites within the Plan Area will be dispersed throughout the community to ensure the majority of residents live in close proximity to a school. All school sites within the plan area will have strong connections to the regional pathway system to encourage active transportation to the sites. School sites are also situated adjacent to the collector road network to ensure a high level of accessibility from surrounding neighbourhoods.



- 5.3(a) School sites should be located as generally shown on Figure15: Open Space. The exact location and size of the sites may be refined further at the Outline Plan/Land Use Amendment stage.
- 5.3(b) There may be five (5) Kindergarten to Grade 9 (K-9) school buildings located within the WOASP. School sites should be shared sites, incorporating two school buildings with shared playfields. Through the Outline Plan process, the Town will work with the school authorities to determine the need for, specific location of, and size of the school sites. The size of school sites should be in accordance with the Joint Use Agreement between the Town and the school divisions.
- 5.3(c) There may be one (1) High School site located within the WOASP. The need for, specific location of, and the size of the High School site will be determined at the Outline Plan/Land Use Amendment Stage.
- 5.3(d) A High School site is encouraged to integrate with other institutional, civic, or recreational uses.
- 5.3(e) The land for a High School site should be purchased from the developer to ensure adequate municipal reserve (MR) is available for other neighbourhood amenities.
- 5.3(f) The predominant use of land within a school site must be for educational and recreational uses including, but not limited to, public/separate/francophone schools, sports fields, parks and playgrounds.

- 5.3(g) School sites should be designed and encouraged to integrate a variety of uses that benefit the community and reinforce the role of the school as a focal point of activity in the neighbourhood.
- 5.3(h) School sites should be designed in an efficient manner and school buildings are encouraged to be multi-storey, if possible, to reduce the amount of land required for the school site and to allow for Municipal Reserve lands to be equitably distributed across the Plan Area.
- 5.3(i) School sites must be located with frontage adjacent to two collector streets and should be integrated into the active transportation network in a manner that provides safe and efficient transportation options to and from the school site.
- At the Outline Plan and Land Use Amendment stage, the design of a school site will be prepared to show the building and parking location, playfields layout, access and drop-off areas, bus loading areas, and active modes connections to the surrounding community.



# 5.4 Park Spaces

The open space system for the WOASP will be designed to accommodate a range of passive and active recreation opportunities and areas for social interaction. Parks within the WOASP may consist of community level parks, neighbourhood parks, natural areas, urban parks and plazas, and linear parks. The development of park spaces within the plan area should align with the classification system identified in the Town of Okotoks Recreation, Parks, and Leisure Master Plan. Parks can include playfields, play structures, open play areas, dog off-leash areas, pathways, naturalized areas, plazas, or other areas for socializing and recreating. The location and distribution of Parks within the WOASP will be determined at the Outline Plan and Land Use Amendment stage.

Parks should be situated to act as focal points of the neighbourhood, providing safe and attractive amenity areas for people to gather. Community and neighbourhood parks, linear parks, and walkways should be integrated with the regional pathway system in order to create an interconnected open space network that links key amenities and promotes active transportation throughout the community. Park spaces should be designed to be flexible to accommodate different uses at various times, adapt to the changing seasons, and adjust to changing community needs over time.

- 5.4.(a) Parks within the WOASP should be centralized and within walking distance to neighbourhood residents.
- 5.4.(b) Parks should be situated to emphasize their importance in the community by creating focal points and terminating vistas that are highly visible and accessible to residents.
- 5.4.(c) A diversity of public gathering spaces should be considered in the design and planning of neighbourhoods at the Outline Plan and Land Use Amendment stage.
- 5.4.(d) Parks within the Plan Area must be designed to provide a range of passive and active recreation opportunities for a wide variety of users at various times.
- 5.4.(e) Parks within the Plan Area should be designed for all-season use and should be flexible to address community needs over time.
- 5.4.(f) Parks should be linked to the regional pathway system to ensure an interconnected active transportation network throughout the WOASP community.
- 5.4.(g) The location, composition, configuration, and programming of Park spaces within the Plan Area must be determined at the Outline Plan and Land Use Amendment stage and should align with the Recreation, Parks, and Leisure Master Plan parks and open space classification system.

## 5.5 Naturalized Parks

Natural areas are intended to promote biodiversity and ecological conservation and preserve natural features in the open space system. Opportunities for Naturalized Parks within the WOASP are the open spaces adjacent to the Sheep River and the central wetland and associated escarpments. These areas provide habitat for a diversity of wildlife species and also contain natural springs and unique bedrock formations. Enhancing these areas as Naturalized Parks will create a significant open space feature for the community while also promoting environmental sustainability. The Naturalized Park spaces may include the addition of trails, seating areas, picnic areas, and interpretive signage. Year-round enjoyment and use by Okotoks residents should be encouraged, fostering social benefits which includes recreation, relaxation, and education and understanding of the importance of natural areas. The planning and management of Naturalized Parks should also focus on environmental impact and safety and ensuring the long-term survival of natural habitats.

Further discussion with the Town of Okotoks on the types of recreational enhancements for these natural areas will occur at the Outline Plan stage.

- 5.5(a) Naturalized Parks within the Plan Area should be located adjacent to the Sheep River, escarpments and central wetland.
- 5.5(b) Naturalized Parks should conserve natural features and promote environmental sustainability within the Plan Area.
- 5.5(c) Naturalized Parks may include trails and pathways, seating areas, picnic areas, interpretive signage, or other amenities deemed appropriate by the Approving Authority.



# 5.6 Potential Cemetery Expansion Area

In 2016 the Town of Okotoks completed a Cemetery Land Needs Assessment and determined the need for additional cemetery lands within the Town. Plan Area lands adjacent to the existing Okotoks Cemetery located at Westland Street and Big Rock Trail are considered highly suitable for cemetery expansion. This area is one of the potential options being considered by the Town for future cemetery expansion. If the Town determines this site is the most suitable, the Cemetery Expansion Area will consist of approximately 4.0 acres of land subject to purchase by the Town of Okotoks.

In order to ensure a cohesively planned and functioning cemetery, a portion of Westland Street between Westridge Drive and Big Rock Trail may be closed and consolidated with future cemetery lands. The exact delineation of the Potential Okotoks Cemetery Expansion Area will be undertaken at the time of an Outline Plan, in consultation with the Town of Okotoks. If the identified lands within the WOASP are not deemed necessary for cemetery expansion, the lands will be developed as residential uses.



- 5.6(a) The Potential Cemetery Expansion Area will be generally located as shown on **Figure 15: Open Space.** The exact boundary will be refined further at the Outline Plan and Land Use Amendment stage.
- 5.6(b) The Potential Cemetery Expansion Area should be approximately 4.0 acres in size. The exact size, composition and design of the Cemetery Expansion Area will be determined at the Outline Plan stage.
- 5.6(c) If deemed required by the Town, the land area required for the Cemetery Expansion must be purchased from the landowner by the Town of Okotoks.
- 75.6(d) A portion of Westland Street between Westridge Drive and Big Rock
  Trail should be closed and consolidated in order to create a contiguous
  parcel with existing cemetery lands.
- 5.6(e) If lands identified on **Figure 15** as Potential Cemetery Expansion are not required by the Town of Okotoks for cemetery expansion the land may be developed into other public infrastructure or residential land uses without an amendment to this plan being required.













# SECTION 6.0 Mobility



# 6.0 Mobility

# 6.1 Regional Pathway & Active Modes Network

Providing a continuous and comprehensive pedestrian and bicycle network is a key element in promoting a healthy and active community. The extensive regional pathway network proposed within the WOASP will promote active modes as a way of life in the community.

Regional pathways will connect residents to major open space features, schools, shopping areas, and to surrounding communities. The intent of the regional pathway network is to provide safe and attractive routes that allow residents to enjoy nature, walk their dog, ride their bike, get to school, or walk to local services.

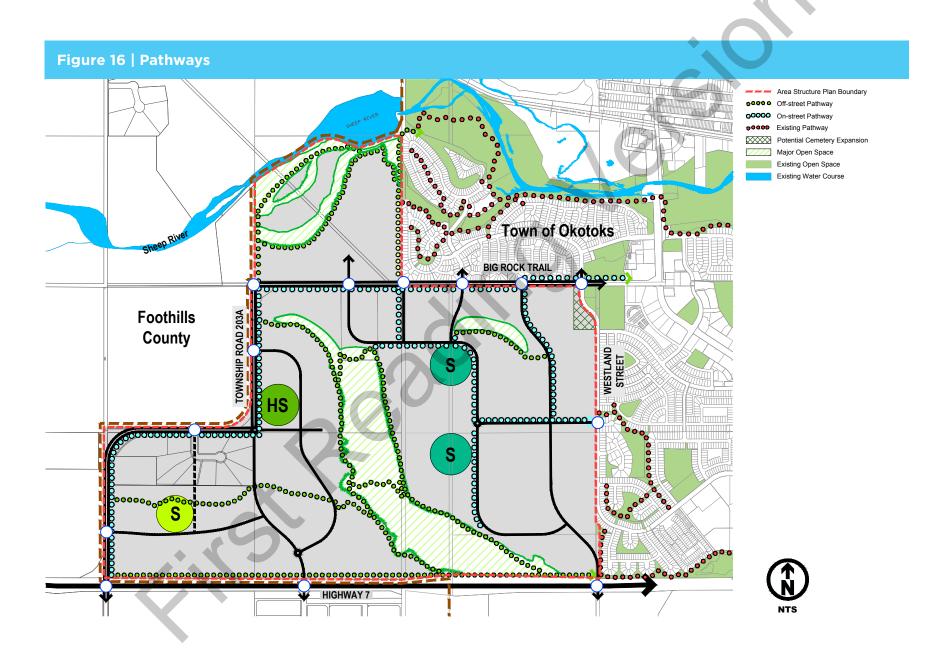
The WOASP will contain a combination of off-street and onstreet regional pathways. The off-street pathways identified on **Figure 16: Pathways**, will be integrated with open space features including natural areas, neighbourhood parks and linear parks, and school sites. Off-street pathways in the WOASP are located in the following areas:

Central Wetland Area: The off-street pathway system within the central
wetland and escarpment area will allow residents to connect with
nature, enjoy area views, and provide attractive recreation opportunities
for the community and the town. The pathway system also creates
strong north-south connections for residents through the plan area.

- Sheep River: Pathways adjacent to the Sheep River will connect to
  the town's existing pathway and trail system, expanding upon the
  river valley pathway system and connecting the Plan Area to adjacent
  communities and the greater Okotoks area.
- Adjacent to Highway 7: The proposed east-west regional pathway
  parallel to Highway 7 is intended as a buffer between existing
  transmission lines and future development. The pathway also provides
  continuous east-west connectivity and will tie into the existing pathway
  system in the community of Westmount.
- Other off-street pathways will create connections through residential areas and will be accommodated through linear and neighbourhood parks.

The on-street pathway system is integrated within the road right-of-way area and follows the major street network. The intent of the on-street regional pathway system is to safely connect residents to key open space amenities and destinations throughout the Plan Area.







- 6.1(a) Regional pathways and the active transportation network must connect people to natural areas, neighbourhood parks, commercial nodes, school sites, and future transit stops throughout the Plan Area.
- 6.1(b) The location of regional pathways must be generally in conformance with **Figure 15: Pathways**. Alignment of the regional pathways may be refined at the Outline Plan/Land Use Amendment stage and additional regional pathways may be added.
- 6.1(c) Regional pathways on the east side of the WOASP must connect to existing pathways along the Sheep River and within surrounding communities to ensure continuous pathway systems and a high degree of permeability.
- 6.1(d) Additional connections, such as local pathways, sidewalks, and on-street bike lanes should supplement and support the regional pathway system to provide safe and efficient active mode connections throughout neighbourhoods. The details of the local pathway system will be determined at the Outline Plan stage.
- 6.1(e) Dedicated cycling facilities should be considered within the Plan Area, including but not limited to the provision of bike lanes within the collector roadway system and bike storage facilities at community destinations.



### 6.2 Safe Routes

The Okotoks Active Transportation Strategy (2015) identifies the importance of Safe Routes throughout the Town to help encourage active transportation. Safe Routes are established, defined routes that allow children (and seniors) to safely use active transportation to get to major facilities and to get to and from school. The WOASP has identified both on-street and off-street regional pathways that provide direct connections to school sites, commercial hubs, and other community destinations within the Plan Area. The development and implementation of Safe Routes will be determined at the Outline Plan stage.



- 6.2(a) Safe routes will be identified at the Outline Plan/Land 6.2(a) Use Amendment stage in order to encourage children to walk or bike to school safely and reduce traffic congestion in and around schools.
- Safe Routes should be as direct as possible between 6.2(b)community facilities and schools.
- 6.2(c) In order to promote safe routes within the WOASP, the number of street crossings should be minimized on collector roadways. Where crossings are required on collectors they should be marked and design elements should be used to ensure high visibility and sight lines of the crossing.
- 6.2(d) Safe Routes should not to be located on streets with front drive garages on both sides to minimize potential pedestrian-vehicle conflicts through driveways.



# 6.3 Transit Service

Neighbourhoods within the WOASP should be designed to accommodate the future potential for transit. The Town of Okotoks is working to implement local transit service and it is expected that regional transit services will be established beyond the existing private operators to provide regional transit connectivity to the Town.

Planning for public transit routes and stops within the WOASP will be determined at the Outline Plan stage. In preparation for future transit service, the collector road system within the Plan Area should be designed to accommodate efficient transit service and potential bus stops. The active transportation network should also be designed to support future transit through the provision of safe walkable areas, direct pedestrian connections, and permeable street patterns.

- 6.3(a) The collector road network within the Plan Area should be designed to accommodate future transit routes and stops.
- 6.3(b) Future transit routes and stops should be conceptually identified as part of Outline Plan/Land Use Amendment applications.
- 6.3(c) Future transit use should be supported by the active transportation network that provides direct and safe pedestrian connections to future transit stops.





# 6.4 Internal Road Network

The internal road network within the WOASP will provide multiple routes and connections throughout the Plan Area and to the surrounding regional road network. The proposed internal collector road network is shown on **Figure 17: Road Network.** The collector road network provides the high-level framework for community circulation patterns and will help guide the location of local roads. The collector system has been developed in a grid-like pattern to ensure the efficient movement of vehicles and active transportation modes through the Plan Area.

Collector road connections to Westland Street have been minimized to reduce and mitigate potential traffic impact associated with the development of the WOASP plan area on adjacent communities. Multiple options, scenarios and sensitivity modeling for reducing traffic on adjacent communities and the transportation network were analyzed by Watt Consulting Group as part of advanced analysis and the Transportation Impact Analysis prepared in support of the WOASP. The transportation network option that best minimizes traffic impacts on adjacent communities and the overall network includes one collector road connection to Westridge, the discontinuation of Westland Street between Westridge Road and Westland View and a potential new Sheep river crossing and associated road network connections situated on the western edge of Okotoks. Under this preferred transportation option the proposed water reservoir location will connect the open space and pathway system from the adjacent communities of Westridge and Westmount to the WOASP area while discouraging vehicle use of Westland Street. The exact nature of improvements and additional traffic calming measures along Westland Street and within adjacent communities will be evaluated at the Outline Plan stage. Local roads identified at the Outline Plan stage may connect directly to Westland Street to increase permeability and walkability between the communities.

- 6.4(a) Collector streets within the proposed WOASP must be in general accordance with **Figure 17: Road Network** and should be developed in general accordance with **Section B** and **Section D: Future Collector Street Conceptual Section.**
- 6.4(b) The layout out of residential streets must be detailed at the Outline Plan and Land Use Amendment stage and must be comprised of interconnected streets that provide multiple and direct connections throughout the community.
- 6.4(c) Collector street connections to Westland Street will be limited to reduce traffic impacts to adjacent communities and the transportation network including Westland Street / Cimarron Boulevard.
- 6.4(d) A discontinuation or access control of Westland Street should be provided in order to reduce traffic movement and shortcutting through adjacent communities; the exact location of the disconnect and/or any additional traffic calming measures will be determined at the Outline Plan and Land Use Amendment Stage.
- 6.4(e) A Traffic Impact Assessment must be provided at the Outline Plan stage in order to confirm internal road network requirements and appropriate intersection treatments with the external road system.
- 6.4(f) All road right-of-way requirements must be reviewed at the Outline Plan stage; streets will be constructed to the Town of Okotoks design standards and support the Town of Okotoks Active Transportation Strategy.
- 6.4(g) Front-drive garages must not be located on Primary Collector roads and safe routes. Front drive garages will be discouraged on Secondary collector roads.



# 6.5 Regional Road Network

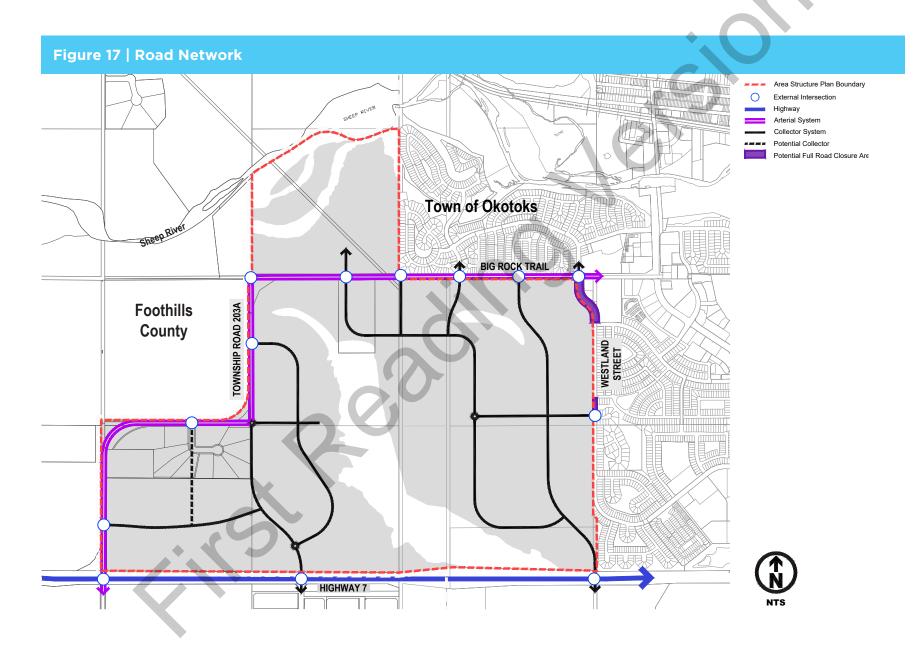
The regional road network consists of major roadways that carry higher volumes of traffic, serve the Town of Okotoks, Foothills County and the surrounding regional area, and provide the Plan Area with connections to local and regional land uses. The regional road network serving the WOASP and surrounding lands consists of Highway 7 and Big Rock Trail (Township Road 203A).

Highway 7 is currently a two-lane Provincial Highway that defines the south boundary of the Plan Area. Highway 7 will be ultimately upgraded to a four-lane divided cross-section while its intersections with the cross-roads in the area are expected to be signalized and accommodate multi-modal traffic. Three signalized intersections are proposed along Highway 7 and the south boundary of the WOASP. These intersections will allow the effective movement of residents into and out of the West Okotoks community, facilitate connectivity to the rest of Okotoks and facilitate improved access south to lands within Foothills County. The intersections along Highway 7, along with Highway 7 improvements will be designed and developed in consultation with Alberta Transportation, Foothills County and the Town of Okotoks.

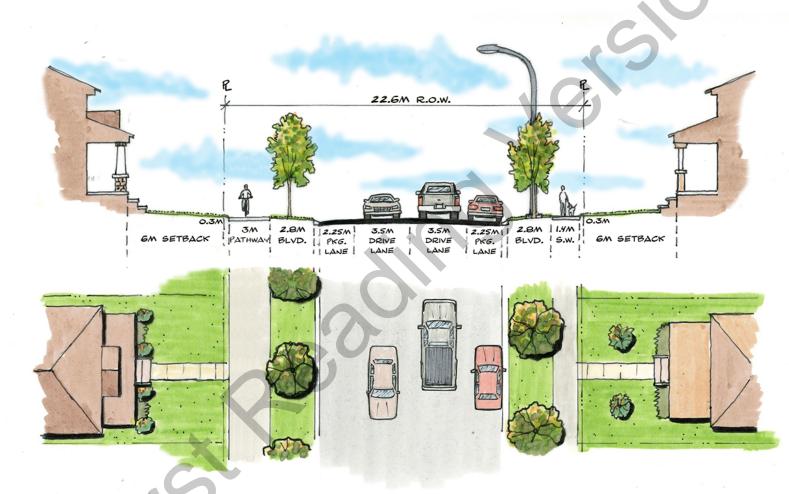
Big Rock Trail traverses east-west through the Plan Area and is currently a municipal road providing legal and physical access to parcels of land within the Town of Okotoks and Foothills County. Big Rock Trail is currently constructed to the western edge of the plan area and intersects with Highway No. 7 and 16th St W in Foothills County. Big Rock Trail is a two-lane arterial road with future upgrades to a 4-lane arterial road. Within the Plan Area there are four intersections proposed along the north portion of Big Rock Trail and four intersections on the western edge of the ASP. These intersections will be designed and constructed to ensure sufficient access for residents to enter and leave the West Okotoks neighbourhoods.

- 6.5(a) The number and general location of intersections and accesses that should be provided is illustrated on **Figure 17.** The specific location of these intersections and the timing on when these intersections are required is subject to further refinement through a Transportation Impact Assessment (TIA) at the Outline Plan/Land Use Amendment stage.
- 6.5(b) Safe legal and physical access to / from the plan area and to existing parcels of land situated within Foothills County will be maintained along Big Rock Trail and Highway 7. As the plan area develops, if alternative access arrangements are required to ensure safe physical and legal access, they will be developed in consultation between the Town of Okotoks, Foothills County and Alberta Transportation.
- 6.5(c) Big Rock Trail must transition over time to an urban arterial roadway and should be designed and constructed in general accordance with 
  Section E: Future Arterial Street Big Rock Trail Conceptual Section.

  The transition of BRT to an arterial roadway will be determined by the Town of Okotoks in consideration of the Town Transportation Master Plan and TIA's accompanying future outline plan and land use amendment applications.
- 6.5(d) A noise impact assessment and attenuation study must accompany adjacent outline plan applications to ascertain and inform appropriate noise attenuation measures for existing and new development as Big Rock Trail transitions to an urban arterial roadway.
- 6.5(e) Three all-directional access points to Highway 7 will be provided to support the ultimate development of the ASP and to facilitate improved access to lands situated south of the plan area in Foothills County. Intersection design and improvements will be developed in consultation between the Town of Okotoks, Foothills County and Alberta Transportation.



# **Section D: Future Collector Street - Conceptual Section**

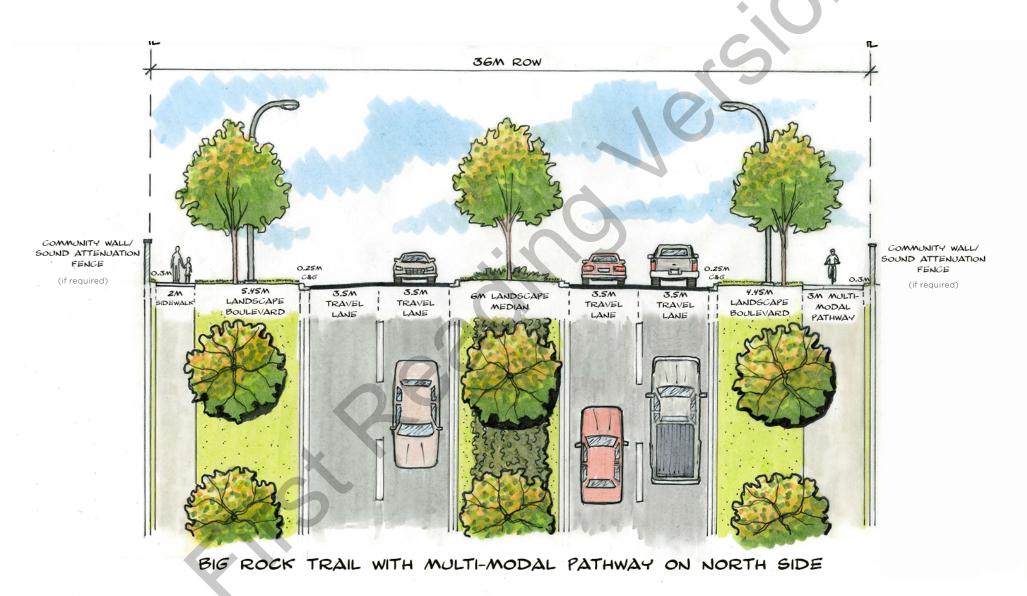


\*Note: Detailed design and specific spacing to be determined at Outline Plan

COLLECTOR ROAD CROSS SECTION (WITH PATHWAY)



# Section E: Future Arterial Street - Big Rock Trail - Conceptual Section



\*Note: Detailed design and specific spacing to be determined at Outline Plan or subdivision stage.



# 6.6 Sheep River Crossing Functional Planning Study

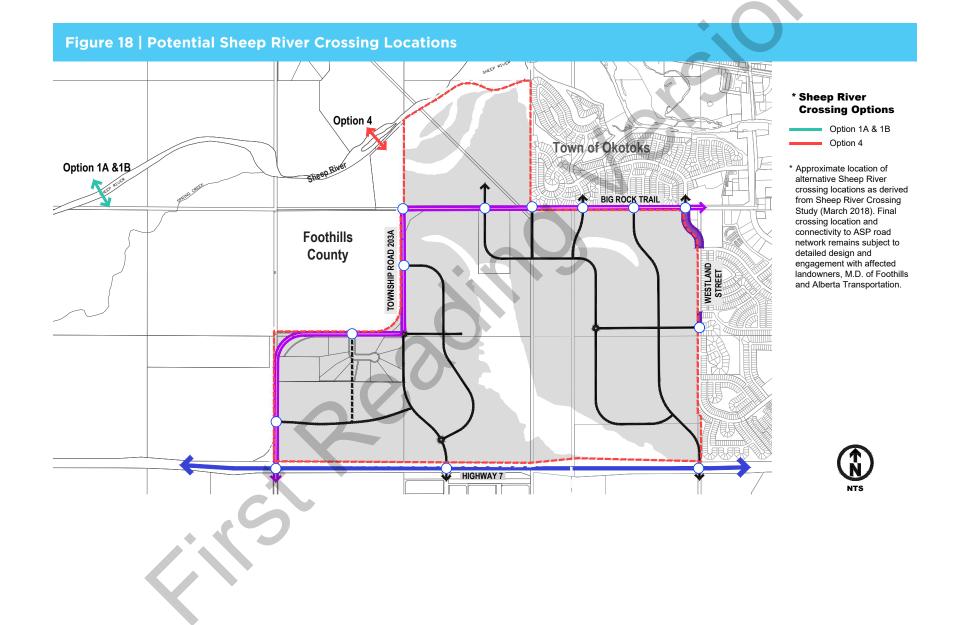
The Town of Okotoks retained Watt Consulting to undertake a technical analysis to analyze ways in which to alleviate traffic congestion on Northridge Drive and address additional traffic generated by ongoing growth in the Town of Okotoks and the future development of the WOASP lands. The Sheep River Crossing Functional Planning Study investigates the impacts and benefits of potential Sheep River crossing locations and roadway alignments providing an ultimate connection between Highway 549 and Highway 7. These crossing locations and potential road alignments will impact lands within Foothills County and will also have the potential to impact the planning and development of a portion of Phase 2 lands situated to the north of Big Rock Trail.

The Study identifies the potential future need of a 'west bypass' that would cross the Sheep River at a location west of Northridge Drive to support the long-term transportation network of the Town. Multiple crossing locations are evaluated within the study with two (2) crossing locations emerging as preferred at this point in time. Pursuant to the completion of this study, additional further study with Foothills County and other regional partners as part of CMRB strategic transportation planning initiatives is required. Further negotiation, consultation and agreements with affected landowners, Foothills County and Alberta Transportation are also necessary prior to confirming the preferred crossing location and corresponding road alignments.

As this additional study, discussion and consultation is not anticipated to be completed until 2021, the submission and review of outline plan and land use amendment applications for that portion of Phase 2 lands situated to the north of Big Rock Trail will be deferred until this time. The finalization of the preferred crossing location and road alignments may necessitate a future update to the WOASP as well as potential amendments to the IDP.

- 6.6(a) The Town of Okotoks will work towards the completion of the Sheep River Crossing Study in consultation with Foothills County, landowners and regional partners on future strategic transportation planning initiatives to arrive at finalized Sheep River crossing location and corresponding road alignments.
- 6.6(b) Notwithstanding Section 8.3 Phasing, outline plan and land use amendment submissions for that portion of the plan area situated within Phase 2 lands north of Big Rock Trail shall not be accepted or reviewed by the Town of Okotoks until the completion of said studies and investigations are completed as outlined in 6.6(a).
- The final results of said studies, further investigations and stakeholder consultations as outlined in 6.6(a) which determine a preferred and final Sheep River crossing and corresponding road alignments may necessitate an amendment to the WOASP and the Town of Okotoks & Foothills County Inter-Municipal Development Plan..
- 6.6(d) The acquisition of land by the approving authority for future road purposes associated with the Sheep River crossing and corresponding road connections that will serve a broad Town benefit and regional purposes must be in accordance with the provisions of the Municipal Government Act.
- 6.6(e) Where appropriate under the provisions of the Municipal Government Act, compensation to landowners may be provided for lands acquired or reserved for road purposes that have broad regional and municipal benefit that goes beyond the transportation requirements for the WOASP plan area.







## 6.7 Road Closure Areas

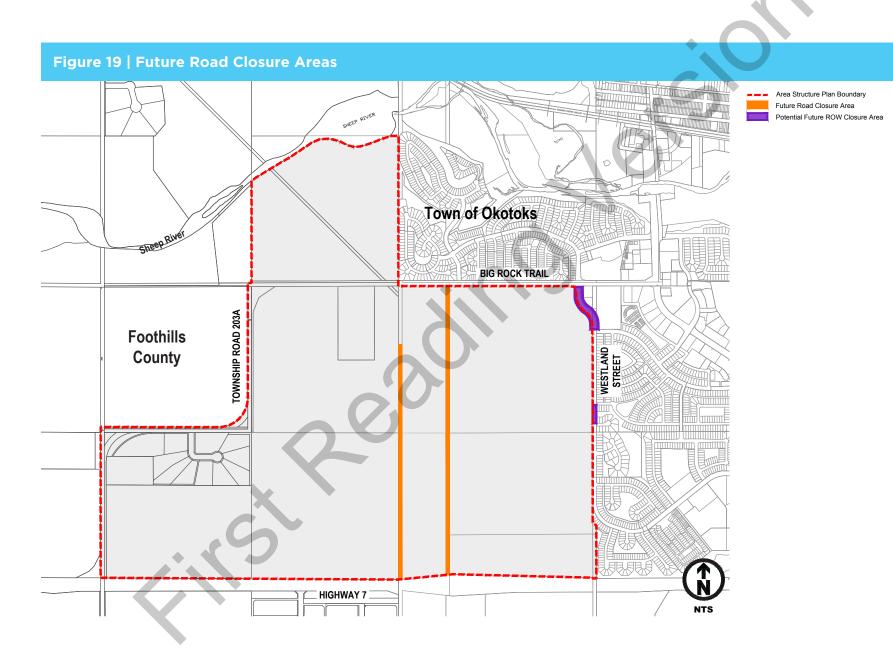
Existing road rights-of-way within the WOASP area may not support urban development and may need to be closed and consolidated as development of the land occurs and new road networks are developed. **Figure 19: Future Road Closure Areas** identifies existing road rights-of-way that may be closed and consolidated as development proceeds.

An existing section of Westland Street between Westridge Drive and Big Rock Trail, just west of the cemetery, may be closed in order to support the potential expansion of the existing Okotoks Cemetery and ensure a cohesive parcel for cemetery use.

A portion of Westland Street between Westridge Road and Westland View may be closed in order to provide a disconnect along Westland Street and minimize traffic impacts from the WOASP on adjacent communities. The exact location and configuration of this disconnect will be determined at the Outline Plan stage.

- 6.7(a) The existing road rights-of-way as shown on Figure 19: Future Road Closure Areas may be closed and consolidated with adjacent parcels prior to development.
- 6.7(b) The portion of Westland Street between
  Westridge Drive and Big Rock Trail may be
  closed and consolidated with the Okotoks
  Cemetery in order to support future
  cemetery expansion.
- 6.7(c) The portion of Westland Street between Westridge Road and Westland View may be closed in order to provide a disconnect along Westland Street. The exact location and configuration of the disconnect will be determined at the Outline Plan stage.









# SECTION 7.0 Servicing



# 7.0 Servicing

The development of the WOASP plan area must be supported by the delivery of full municipal services (water, sanitary, stormwater) and utility infrastructure at a standard that is acceptable to the Town. This section of the WOASP provide policies that will guide the servicing of the lands.

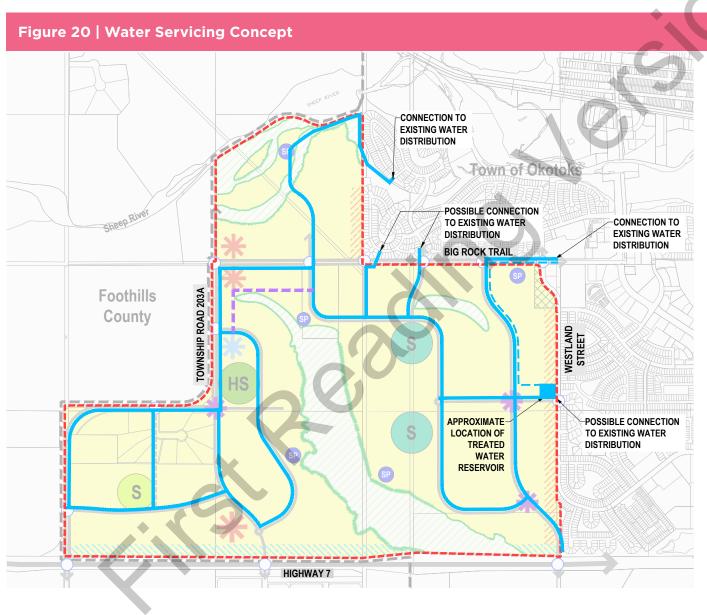
## 7.1 Water

Water servicing may be provided to the West Okotoks area as shown in **Figure 20: Water Servicing Concept**. The WOASP area falls within three identified water pressure zones - 2S, 3S and 4S. A new reservoir is required within the WOASP lands to provide greater capacity for the southwest growth area of the Town. The new reservoir will need to be tied into the existing water servicing network.

The ASP lands will adhere to the Water Allocation System for Planning Approvals Policy 11-02, as amended, to ensure there is availability of water capacity to support land use redesignations or subdivisions within the Plan Area.

- 7.1(a) The Town of Okotoks water distribution system is currently under review. Therefore, the main sizes and the number and location of ties to the existing network will be determined at the Outline Plan / Land Use Amendment stage. The conceptual water network and potential tie in points are shown in **Figure 20: Water Servicing Concept.**
- 7.1(b) A new reservoir is required in the WOASP area. The approximate location of the water reservoir is shown of **Figure 20: Water Servicing Concept**. The exact location and size of the public utility parcel accommodating the reservoir will be determined at the Outline Plan / Land Use Amendment stage. The reservoir parcel elevation will be at a Hydraulic Grade Line (HGL) to allow for gravity pressure backup of Zone 1S and a location to allow for efficient tie-in of servicing lines.
- 7.1(c) Construction of a new reservoir or other approved distribution improvements are required for development of the WOASP lands due to water pressure distribution constraints of the existing Zone 2SA/2SB.
- 7.1(d) The water distribution mains servicing the WOASP area must be located within public roads or utility rights-of-ways and must create a looped system to service the plan area, as per Town specifications.
- 7.1(e) Looping to the lands north of Big Rock Trail must be provided as determined by the review of the water distribution system.





- 1. The water distribution network shall be looped as required by the Town of Okotoks
- The distribution mains shown on this plan are concept only. The location shall be determined at Subdivision.
- 3. Additional loops, sized to comply with Town of Okotoks Standards, will be completed with development of the lands.

- Area Structure Plan Boundary Reservoir Feeder Main Water Distribution Main Distribution Main in Residential Roads



# 7.2 Sanitary

Sanitary Servicing must be provided to the WOASP area in a manner consistent with the Town of Okotoks approved Sanitary Servicing Master Plan (ISL 2016) and updates. The Master Plan identifies the preferred servicing option for the WOASP lands inclusive of required upgrades to the sanitary servicing collection system and preliminary capital cost estimates.

The lands within the WOASP are divided into five sanitary wastewater catchment areas which are shown on **Figure 21: Sanitary Servicing Concept**. These catchment areas are based on current grades within the plan area and downstream collection system capacity and as such may be subject to adjustment based on more detailed servicing studies and finalized grading plans completed at the time of future outline plan, land use and subdivision applications.

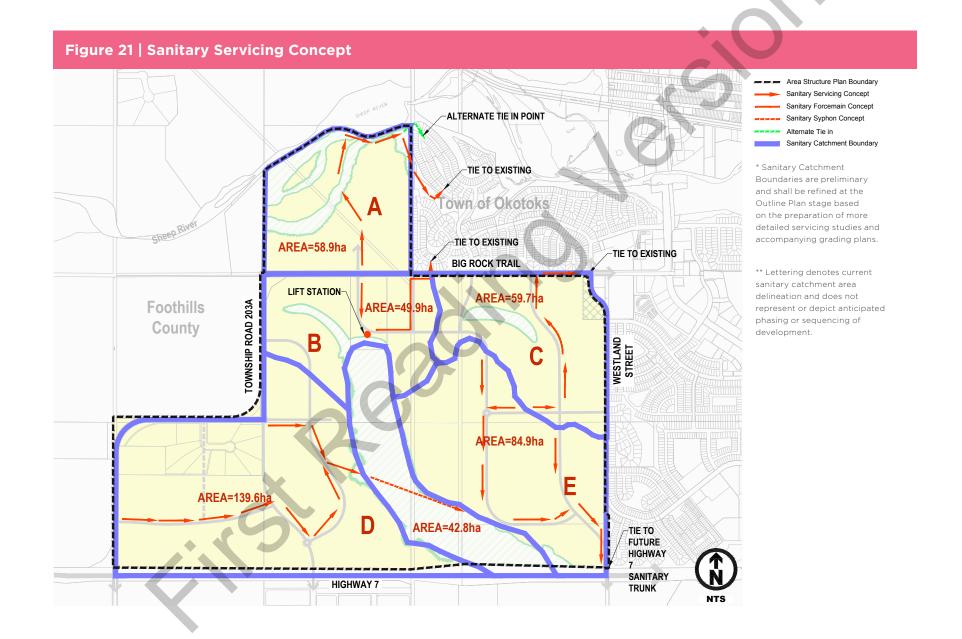
Catchment A is located north of Big Rock Trail. This area slopes down to the north. The sanitary collection system within this catchment area will connect to the existing network at a tie in point in Sheep River Cove.

Catchment B is located in the northwest section of the lands south of Big Rock Trail. This catchment area drains to the south. A sanitary lift station will be required to service this area. The lift station will be located in the low area at the north end of the large water feature in the middle of the WOASP lands. The lift station will drain the catchment through a sanitary force main which will be located in the roads and will connect to the existing network at a tie in point in Sheep River Heights.

Catchment C is located in the northeast section of the lands south of Big Rock Trail. This area drains to the northeast and will be connected to the existing network at a tie in point in Sheep River Drive at Big Rock Trail.

Catchment D and E are located in the south section of the WOASP lands. These areas will be serviced by a connection to the future Highway 7 Sanitary Trunk. A syphon under the wetland in the centre of the WOASP will be required to provide a gravity connection between Catchment D to the west and Catchment E.

- The Sanitary Servicing Master Plan
  Update (ISL 2016) has identified
  capacity constraints within the
  existing sanitary network. The
  developable area within catchments
  A, B and C cannot exceed the
  capacities identified in the Sanitary
  Servicing Master Plan without further
  detailed engineering analysis.
- 7.2(b) The final boundaries of the catchment areas will be determined at the Outline Plan / Land Use Amendment stage based on more detailed servicing studies and accompanying grading plans.
- 7.2(c) Development in Catchments D and
  E must not proceed until a Sanitary
  trunk along HWY 7 and new river
  Syphon is constructed to the WWTP.





#### 7.3 Stormwater

The objective of this section is to ensure that proposed stormwater management facilities are provided in accordance with Alberta Environment and Parks ('AEP') and the Town of Okotoks standards. A Stormwater Management Concept (MPE 2018) has been prepared in support of the West Okotoks Area Structure Plan.

The existing stormwater catchment areas within the WOASP are illustrated on Figure 22. The plan area consists of five drainage catchments according to existing site contours. Lands in Catchment A north of Big Rock Trail drain north directly into the Sheep River. The lands in Catchment C drain northeast into existing municipal infrastructure. The remainder of the lands currently drain into the existing wetland feature in the centre of the plan area before discharging in a southeasterly direction under Highway 7.

Runoff from each catchment will be conveyed to stormwater management ponds via a typical stormwater network. An oil and grit separator or alternative approved method will provide pre-treatment by removing coarse sediment. The stormwater pond will be used to control peak flows to the pre-development release rates and provide water quality treatment.

Currently, the existing subdivision of Tiki Ranch has a dry pond that accommodates stormwater for that development. The area south of Tiki Ranch also drains north to this stormwater facility. Ultimate design of the major and minor stormwater systems for the WOASP will convey postdevelopment flows to the proposed stormwater facility in Catchment D. The proposed stormwater pond will be sized to include the existing Tiki Ranch subdivision, and as a result the existing dry pond in Tiki Ranch may be eliminated once this new infrastructure has been constructed.

Currently, AEP is not approving the discharge of stormwater into wetlands. AEP is reviewing their standards and guidelines and it is generally recognized that stormwater recharge is required to sustain wetland health and viability. Due to the uncertainty of changes to the AEP wetland policy over time, three stormwater options have been developed for Catchment Areas B, D, and E:

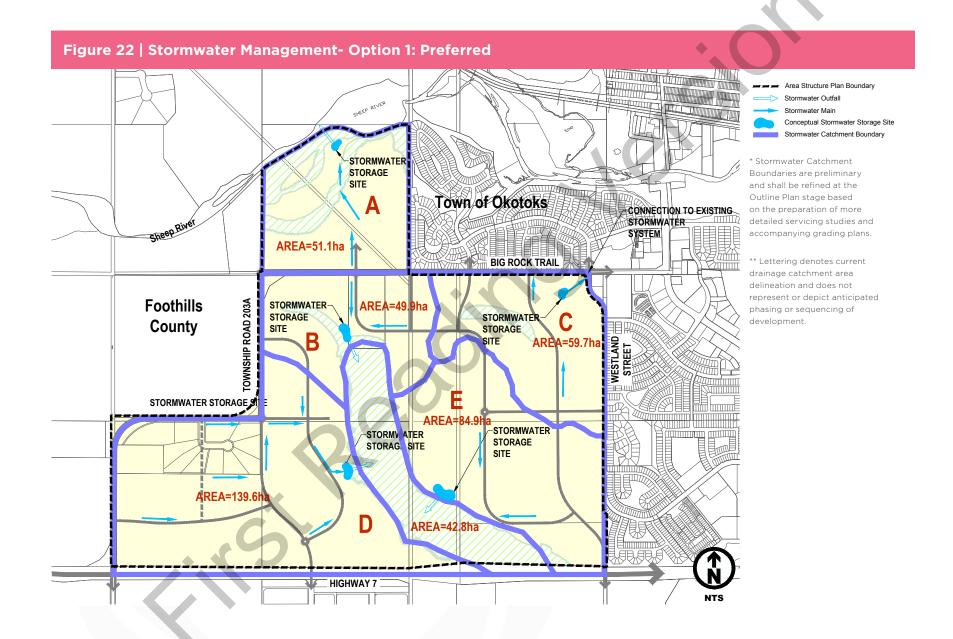
Option 1 - Preferred Option: Illustrated on Figure 22, Catchment Areas B, D and E each have their own stormwater pond that discharges into the existing wetland feature before draining in a southeasterly direction under Highway 7 to be conveyed through a series of culverts, pipes and open channels to the Sheep River. This option will require a policy that permits the discharge of the stormwater into the wetland and AEP approval.

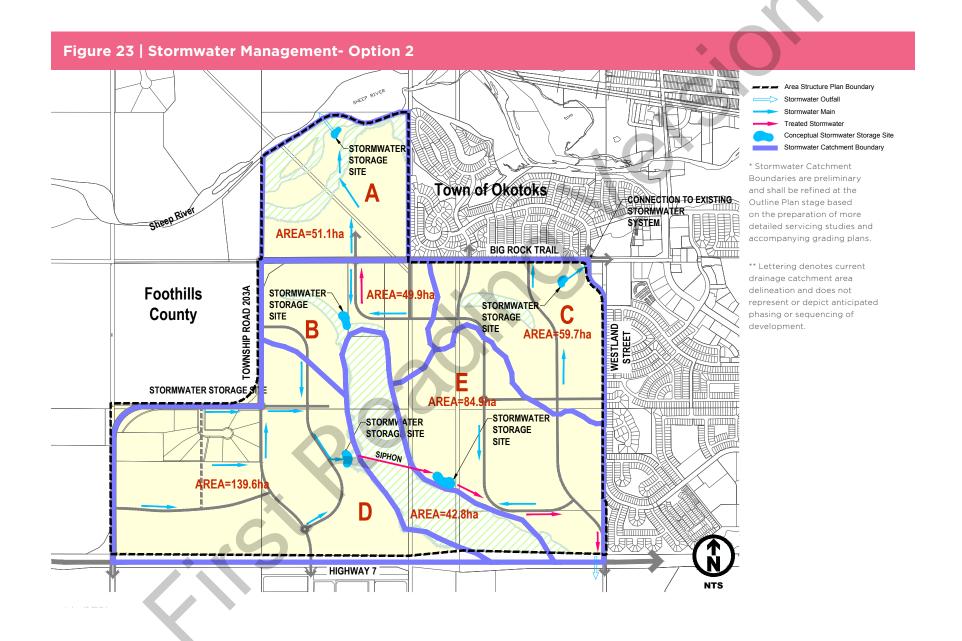
Option 2: Illustrated on Figure 23, the stormwater pond in Catchment B discharges to the north, through pipes located in a future road right-of-way, to the proposed stormwater pond located in Catchment A, and ultimately to the Sheep River. Catchment D will drain east through a syphon under the wetland to the proposed stormwater pond in Area E. The combined drainage of Catchment D and E will be conveyed through pipes under the highway in the southeast corner of the site and then discharge to the creek downstream of the wetland, within the existing road allowance.

Option 3: Illustrated on Figure 24, Catchment Areas A & B have been combined into one catchment area (labeled as 'Catchment F' on Figure 24) with one stormwater pond serving the entire area. The drainage system for Areas D and E are the same as outlined in Option 2.

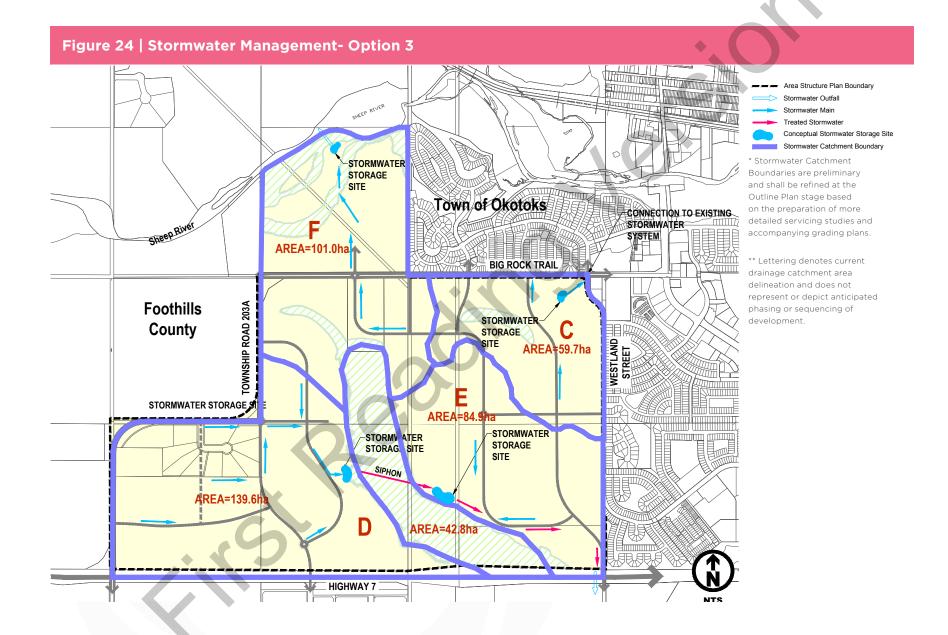
The preferred stormwater option from both the developer and Town of Okotoks perspective is Option 1. It is the Town's aspiration to explore recreational enhancements to the central wetland to promote passive recreation opportunities in and around the wetland. This objective would require that a certain water level is maintained in the wetland over time. Due to proposed urban development surrounding the wetland, one of the main concerns is the elimination of predevelopment storm water recharge and natural spring flows to the wetland, which currently supplies the wetland and maintains a fluctuating water level throughout the year. The continued input of stormwater from the proposed WOASP development would ensure that the wetland maintains water recharge over time. Current AEP policy requires the avoidance of wetland features and prevents the discharge of stormwater into wetlands. However, AEP has initiated a number of pilot projects to monitor the impacts of stormwater input into wetlands and subsequent policy revisions may occur in the future. The discharge of stormwater into the central wetland will be reviewed in further detail at the time of an Outline Plan for land within Catchment Areas B, D, and E.

- 7.3(a) A Master Drainage Plan must be approved at the Outline Plan / Land Use Amendment stage for all development within the WOASP area.
- All development will be required to limit the post development runoff to the 7.3(b)predevelopment rates by utilizing a stormwater pond or another approved stormwater facility
- Stormwater management options (Options 1-3) for Catchment Areas B, D, and E will be evaluated and determined at the time of an Outline Plan and Land Use Amendment application.
- 7.3(d) Stormwater facilities should generally be located within the plan area as shown on Figure 22: Stormwater Management.
- 7.3(e) All development will be required to treat stormwater to Alberta Environment and Parks (AEP) and The Town of Okotoks standards prior to discharging into an existing wetland, watercourse or water body.
- 7.3(f)The use of LID and innovative stormwater management measures, including stormwater capture and reuse, is encouraged. These measures will be explored at the Outline Plan / Land Use stage and may be included if they are found to be suitable and are acceptable to the Developer and the Town of Okotoks.











# 7.4 Shallow Utilities

Shallow utilities include telephone, natural gas, electrical, Internet and cable services. The necessary easements and utility rights-of-way for these services must be provided to the specifications of the utility companies.

- 7.4(a) At a minimum, electrical and gas servicing is required for all lots within the Plan Area, unless an alternative comprehensive energy plan is approved by the Town.
- 7.4(b) The location of proposed utility rights-of-way must be identified at the Outline Plan / Land Use Amendment stage.
- 7.4(c) Shallow utility rights-of-way must avoid environmental reserve areas except where permitted by the Approving Authority in special situations.



# SECTION 8.0 Implementation



# 8.0 Implementation

# 8.1 Plan Adoption

In accordance with Part 17 of the Municipal Government Act, once passed, the WOASP will become a statutory planning document of the Town of Okotoks.

To advance development on the subject lands, an Outline Plan and Land Use Amendment must first be prepared in accordance with the Okotoks MDP and the West Okotoks ASP. The purpose of an Outline Plan is to provide for more detailed land use, transportation and servicing framework which is consistent with the WOASP.

#### **POLICIES**

- 8.1(a) An Outline Plan and Land Use Amendment application must be approved for a specific land area prior to subdivision and development of the land.
- 8.1(b) Notwithstanding 8.1(a) and subject to 8.3(d), the Town will not accept Outline Plan and Land Use Amendment applications for Phase 2 or Phase 3 lands until Council has adopted the new MDP and the WOASP has been amended to align with MDP policy directions.

- 8.1(c) All subsequent Outline Plan and Land Use Amendment applications must be consistent with the WOASP, and MDP.
- 8.1(d) Development concept plans must be prepared in support of all comprehensive development proposals situated within identified community nodes, neighbourhood hubs, or multi-unit medium to high density residential development projects.
- 8.1(e) All subsequent development permit applications contained within a community node, neighbourhood hub, or multi-unit medium to high density residential development projects must be consistent with an approved development concept plan.
- 8.1(f) The Approving Authority must assess and consider all land use amendment and subdivision applications in the context of the Water Allocation System for Planning Approvals Policy.
- 8.1(g) Where appropriate, an optional amenity agreement will be required for any neighbourhood entrance features or park infrastructure which exceeds Town specifications.

# 8.2 Intermunicipal Coordination

The WOASP is directly bordered by Foothills County to the west and south of the plan area. As outlined in the Town of Okotoks / M.D. of Foothills No.31 Intermunicipal Development Plan (IDP), collaboration between the two municipalities should be ensured to meet mutual goals and help guide development around the boundaries of each municipality.

#### **POLICIES**

- 8.2(a) The Town of Okotoks will consult with Foothills County on intermunicipal planning, transportation and servicing matters that may arise during the implementation of the ASP, in order to achieve coordinated and mutually beneficial outcomes.
- 8.2(b) All proposed amendment applications to this ASP and any subsequent Outline Plan / Land Use Amendment applications within the Plan Area must be circulated to Foothills County in accordance with the Town of Okotoks / M.D. of Foothills No.31 IDP.



# 8.3 Phasing

General phasing boundaries have been defined on Figure 25: Development Phasing. Phasing boundaries delineate the anticipated sequence of growth based on efficient servicing and logical planning considerations. Phasing of development also ensures limited new lands can be considered for development in advance of an updated MDP, while ensuring the full-build out of the plan area aligns with Council's vision and goals for the overall growth and development of the community.

Phase 1 lands are near term development lands that may proceed to outline plan, land use, subdivision and development permit applications in advance of the updated MDP, subject to the provision of adequate servicing infrastructure.

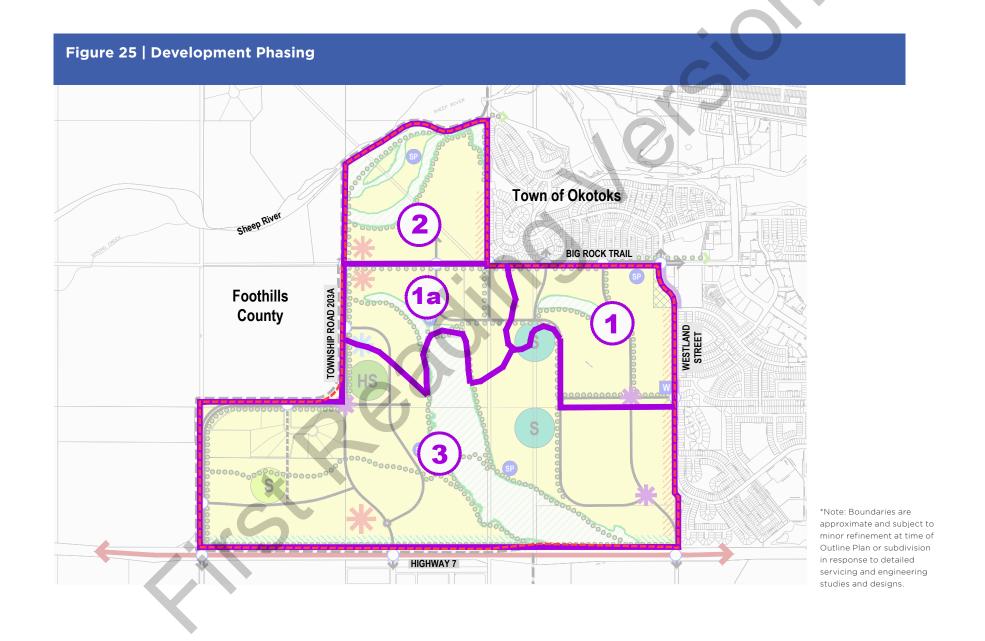
Phase 1a lands are near to medium term development lands. Phase 1a lands had previous statutory planning entitlements in the form of the Sandstone Springs Area Structure Plan (Bylaw 124/2008) as approved by Foothills County in June 2009 prior to the annexation of these lands to the Town of Okotoks. Potential coordination between Phase 1 and Phase 1a Outline Planning will facilitate continuous and integrated development and the design and delivery of efficient servicing and utility infrastructure. Phase 1a may proceed to Outline Plan, Land Use, subdivision and development permit applications, subject to the MDP being adopted, the WOASP being updated to align with the new MDP and the provision of adequate infrastructure.

Phase 2 lands are medium term development lands that may be partially encumbered by complexities including the finalization of the Sheep River Crossing Study and Government of Alberta flood hazard studies for the Sheep River. Phase 2 may proceed to Outline Plan, Land Use, subdivision and development permit applications, subject to the MDP being adopted, the WOASP being updated to align with the new MDP and the provision of adequate infrastructure.

Phase 3 lands are longer term development lands that require significant servicing upgrades and may be developed once servicing infrastructure becomes available and in accordance with the Town's growth management strategy.

#### POLICIES

- 8.3(a) Phasing within the WOASP must comply with the boundaries shown in Figure 24: **Development Phasing.**
- 8.3(b) Phasing boundaries are approximate and subject to minor refinement at the time of outline plan submission based on detailed servicing studies and engineering evaluation.
- 8.3(c) Phasing of development within the Plan Area must be implemented in an efficient and logical manner to ensure a contiguous urban form and servicing efficiencies.
- 8.3(d) An Outline Plan application-for Phase 1 as identified on Figure 25 will be accepted by the Town prior to the adoption of a new MDP, provided servicing infrastructure such as water has been extended and there is sufficient available water capacity to service the lands in accordance with the Town's water allocation system and policy.



#### POLICIES CTD...

- 8.3(e) Lands beyond Phase 1 cannot be developed until the following conditions are met:
  - Municipal utility servicing infrastructure has been extended to the area:
  - Sufficient development capacity exists with in the Water Allocation System to support the development of the lands; and
  - The new MDP has been adopted by Council and the WOASP has been comprehensively reviewed and updated to address any alignment issues.
- 8.3(f) The development of Phase 3 identified on Figure 25 is limited by sanitary servicing constraints and may only be considered when the required infrastructure is constructed and in accordance with the Town's growth management strategy.
- 8.3(g) Modifications to the anticipated general direction of development phasing or location as illustrated in Figure 25: Development Phasing and the actual planning and development of the Plan Area must be addressed at the Outline Plan / Land Use stage. Proposed major changes to the phase boundaries would require an amendment to the WOASP.





## 8.4 Plan Amendment

Any changes to the text or maps within the WOASP may require an amendment unless otherwise stated or deemed necessary by the Approving Authority. Applicants must submit all necessary supporting information to evaluate and justify the potential amendment.

#### **POLICIES**

8.4(a) This plan must be comprehensively reviewed and amended prior to acceptance of any Outline Plan or Land Use Applications for lands beyond Phase 1, as shown on Figure 25: Development Phasing.









# SECTION 9.0 Appendix

# **APPENDIX A**

# Stakeholder & Public Engagement Summary



# Stakeholder & Public Engagement Summary

#### INTRODUCTION

In order to create an ASP that provides a meaningful and effective framework to guide community development, the West Okotoks ASP project team engaged and collaborated with a number of stakeholders during and throughout the development of the West Okotoks ASP.

Given the recent Town of Okotoks annexation process and the extensive ASP boundary, the communications and engagement strategy focused on the following:

- Ensuring all relevant stakeholders were identified and included in the process as appropriate
- Generating awareness about the annexation process and the initiation of area structure planning
- Providing multiple opportunities for stakeholders to learn and provide input on key areas relating to the development of the plan
- Keep stakeholders informed, listen to and acknowledge concerns, and provide feedback on how public input influenced the decision
- Build support among local organizations and public stakeholders who will support the area's development

#### **STAKEHOLDERS**

The following primary stakeholders were engaged prior to broad public engagement events with a focus on more detailed, personalized communications including 1:1 or small format meetings, telephone, and email correspondence:

- Town of Okotoks Administration
- Foothills County Planning Department
- Foothills School Division
- · Christ the Redeemer School Division
- FrancoSud School Division
- Non-participating landowners within the ASP boundary
- AltaLink Management Ltd.
- Fortis Alberta Inc.
- Mountain View Poultry Vyefield Enterprises Ltd.
- Landowners & Homeowners within 400m radius of the Plan Area

#### **PROCESS**

In order to support the area structure plan application and to effectively position the ASP project for success, a multi-phase public and stakeholder engagement campaign was launched in February 2017. The campaign shared information about the WOASP and engaged stakeholders through the following tactics:

- Introductory letter to adjacent residents from the Town of Okotoks regarding annexation and the initiation of the WOASP
- Town of Okotoks website content regarding the WOASP
- · Public Information Package for stakeholder meetings
- In-person and phone meetings with primary stakeholders
- WOASP Project Website
- Dedicated Engagement Specialist to gather and respond to questions and concerns
- · Letters to non-participating landowners within the plan area
- Postcard Mail Drop inviting residents within 400m radius of plan area to visit the WOASP website and sign up for project updates
- Adjacent Resident Meeting June 2018
- What We Heard Report #1 2018

#### **SECOND PHASE OF ENGAGEMENT**

Following the formal submission of the West Okotoks ASP to the Town of Okotoks, and commencement of external circulation, the West Okotoks ASP project team undertook the second phase of public engagement which included:

- E-Update / FAQ Sheet Spring 2019
- Public Open House June 2019
- What We Heard Report #2 Summer 2019
- Website updates Summer 2019
- E-Updates Summer / Fall 2019



**APPENDIX B** 

# Referenced and Technical Studies Reference

#### **Referenced Studies**

- Active Transportation Strategy Draft, Town of Okotoks, 2015
- Alberta Wetland Policy, Government of Alberta, 2013
- Calgary Metropolitan Plan, Calgary Regional Partnership, 2014
- Growing Together: A Culture, Heritage & Arts Master Plan for Okotoks, Town of Okotoks, 2018
- Interim Regional Growth Plan, Calgary Metropolitan Region Board (CMRB), 2018
- Municipal Government Act (MGA), Province of Alberta, 2018
- Okotoks Environmental Master Plan (EMP, Town of Okotoks, 2018
- Okotoks/M.D. Foothills Intermunicipal Development Plan (IDP), Town of Okotoks & M.D. of Foothills, 2016
- Okotoks Sheep River Flood Hazard Study, Government of Alberta, 2016
- Recreation, Parks and Leisure Master Plan, Town of Okotoks, 2017
- Sheep River Crossing Functional Planning Study, Town of Okotoks, 2017

- Sheep River Valley Management Plan, Town of Okotoks, 2003
- Social Wellness Framework, Town of Okotoks, 2010
- Stepping Back From The Water A Beneficial Management Guide For New Development Near Water Bodies in Alberta's Settled Region, Government of Alberta, 2007
- Town of Okotoks Land Use Bylaw, Town of Okotoks, 1998
- Town of Okotoks Municipal Development Plan (MDP), Town of Okotoks, 1998
- Town of Okotoks Transportation Master Plan Update, Town of Okotoks, 2016
- Water Act, Province of Alberta, 2017
- Water Allocation System for Planning Approvals Policy, Town of Okotoks, 2017



## **Technical Studies**

- West Okotoks ASP Biophysical Overview Westhoff Engineering Resources Inc.
- West Okotoks ASP Commercial and Industrial Business Park Opportunity Assessment- Hume Consulting Corporation
- West Okotoks ASP Flood Hazard Assessment Matrix Solutions Inc.
- West Okotoks ASP Geotechnical Evaluation (East Quarter Section) McIntosh Lalani Engineering Ltd.
- West Okotoks ASP Geotechnical Evaluation (Sheep River Quarter Section) McIntosh Lalani Engineering Ltd.
- · West Okotoks ASP Geotechnical Evaluation (West Quarter Section) McIntosh Lalani Engineering Ltd.
- · West Okotoks ASP Geotechnical Subsoil Investigation Almor Engineering Associates Ltd.
- West Okotoks ASP Historical Resources Overview Bison Historical Services
- West Okotoks ASP Phase 1 ESA La Terra Ventures Inc.
- West Okotoks ASP Stormwater Management Report MPE
- West Okotoks ASP Traffic Impact Assessment (TIA) WATT



#### **ISSUE**

A new area structure plan is proposed to facilitate future urban development of approximately ±428.6 ha (±1059.0 ac) of land to the southwest of the existing developed areas of Okotoks and replace the existing Sandstone Springs Area Structure Plan covering a portion of the lands.

#### PLANNING SERVICES RECOMMENDATION

That the West Okotoks Area Structure Plan be supported by Municipal Planning Commission and adopted by Council as the planning framework for the southwest lands.

#### **REPORT**

The purpose of an area structure plan is to provide a framework for subsequent subdivision and development of an area of land. At a minimum, under the Municipal Government Act, an area structure plan must describe:

- the sequence of development proposed for the area:
- the land uses proposed for the area, either generally or with respect to specific parts of the area;
- the density of population proposed for the area either generally or with respect to specific parts of the area; and
- the general location of major transportation routes and public utilities.

An area structure plan may also contain any other matters Council considers necessary to include in the planning framework for the area.

#### **Site Context**

The subject lands are legally comprised of the W  $\frac{1}{2}$  20-20-29-W4M, E  $\frac{1}{2}$  19-20-29-W4M, E  $\frac{1}{2}$  and SW  $\frac{1}{4}$  24-20-1-W5M, SE  $\frac{1}{4}$  25-20-1-W5M, and intervening roads as well as Big Rock Trail. The plan area is bounded by Highway 7 to the south; the existing Okotoks neighbourhoods of Sheep River Ridge, Westridge, and Westmount to the east and northeast; the Sheep River to the north, and Big Rock Trail to the west. Most of the south and west of the plan area borders Foothills County with considerations for transportation access and other boundary considerations.



Central to the plan area is a Crown-claimed wetland with steep slopes that provides a significant natural amenity of the area. This wetland connects with a larger drainage course that flows south under Highway 7 before connecting to the drainage course that flows through Cimarron and eventually to the Sheep River. A number of other small wetlands dot the landscape. Much of the area is comprised of rolling hills with agricultural cultivation and ranching dominating the landscape, including some scattered agricultural buildings and houses as well as a country residential subdivision (Tiki Ranch) along the west boundary. Lands near the Sheep River are lower having been carved down by historical channel variations of the Sheep River with a higher plateau adjacent to the contemporary course of the river. These lands in proximity to the river contain some of the most rare and distinct vegetation of the area.

Along with the existing buildings scattered through the lands, there are existing utility servicing lines through the site, including overhead power lines and an abandoned gas pipeline. An existing telecommunications tower is located at the top of a sloped area within the lands west of Westridge.

The E ½ 24-20-1-W5 and the E ½ 13-20-29-W4 are encompassed by the Sandstone Springs Area Structure Plan. The plan was adopted by Foothills County on June 11, 2009 under Bylaw 124/2007, but construction of the proposed development concept has not commenced to date. The Sandstone Springs ASP would be rescinded with adoption of a new ASP for the subject lands.

#### Background

The proposed West Okotoks Area Structure Plan ('WOASP') began as a conceptual planning exercise for the subject lands at the request of three of the major landowners of the area in 2015. A terms of reference for work was brought forward to Council for information on June 15, 2015 and was limited to conceptual planning and technical background studies at the time as the lands were outside of the Town boundaries. The intent was to establish the basis for a future area structure plan for the area, with major work including public and stakeholder engagement left until the lands became part of Okotoks. The subject lands were annexed into Okotoks on July 1, 2017.

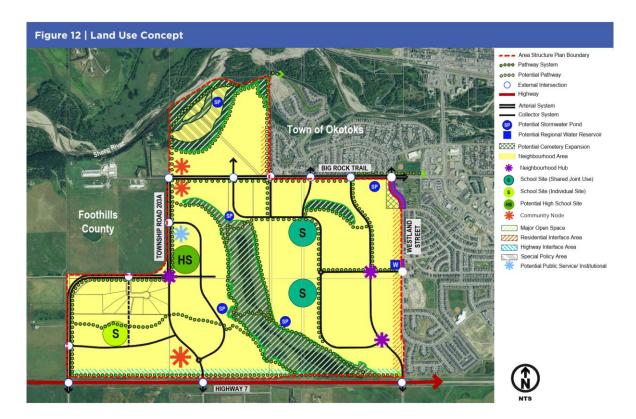
In April 2017, all landowners within the WOASP lands were invited to participate in the area structure plan process as not all affected landowners had participated in the preliminary conceptual planning for the lands. Formal application for the area structure plan preparation was made by Brown and Associates Planning Group ('Applicant') in August 2017, with the funding of the supporting landowners of Tristar Communities and New North Projects.

The WOASP was developed through a significant crossroads in the Town's history, with the annexation decision, Environmental Master Plan, draft new Municipal Development Plan, and formation of the Calgary Metropolitan Region Board all occurring after the plan was well into development. The initial direction for the development of the plan was largely based on what provisions of the current MDP were applicable to the lands, the voluntary Calgary Metropolitan Plan, and the 2014 Community Vision. As other relevant plans and policies began to take shape, the WOASP was revised to try and best reflect alignment expectations. The final draft provides policy direction to ensure the plan is reviewed and amended after its adoption to ensure fulsome alignment with the new MDP.

#### **Plan Overview**

The vision and guiding principles of the plan area are intended to reflect the desire for the area to function as a complete community with distinct neighbourhoods that include a range of housing options, commercial and mixed use areas, and recreational opportunities. The guiding principles of the plan are:

- connection to nature,
- places to shop and socialize,
- diverse housing options,
- active transportation and connectivity, and
- integration with existing communities.



The land use concept and policy provisions of the WOASP are designed to provide the necessary framework for more detailed planning of the area, which includes:

- An overarching design that supports the natural features of the area, specifically the large crown water body, existing drainage corridors and boundary with the Sheep River:
- Thoughtfully integrated road and pathway networks between existing and future residential adjacent neighbourhoods;
- Five individual neighbourhood areas;
- Four school sites, including two shared locations for more efficient use of land and a high school site as well as supporting policies on providing safe routes to schools;
- Three community nodes that are intended to be comprehensive planned sites with commercial and mixed-use development to support daily needs;
- Three neighbourhood hubs to provide a focal point for the neighbourhood area with local commercial uses and amenity spaces;
- A site for a potential long term municipal or institutional development that could be integrated with the high school site;
- A planned expansion area for the Okotoks Cemetery;
- A special policy area for more detailed consideration of the development potential of lands situated within the lower escarpment area that have expected flood and environmental risks;
- Policy direction on interfaces with adjacent roadway corridors and existing neighbourhoods;
- Mobility policies on active transportation, future transit service, and the street network; and

High level utility infrastructure and servicing information.

#### **Plans and Policy Considerations**

#### Regional Considerations and Legislation

The *Municipal Government Act* prescribes minimum requirements for the content of an area structure plan (s. 633) and the process for preparing one (s. 636). The proposed WOASP fully addresses the content requirements, including development phasing provisions, a generalized land use concept, population density projections; and the general location of major transportation routes as well as public utilities.

All statutory plans must align with the South Saskatchewan Regional Plan (SSRP). The WOASP supports the relevant direction under the SSRP for the subject lands, including technical analysis to assess wetlands and other environmental considerations to support conserving and maintaining the benefits of biodiversity, a minimum density to support efficient use of land, and policies to support strengthening communities.

The Calgary Metropolitan Region Board Interim Growth Plan (IGP) guides land use, growth and infrastructure planning in the Calgary Region until such time as a long-term Growth Plan and Servicing Plan is adopted by the Calgary Metropolitan Regional Board (CMRB). The WOASP aligns with the policies of the IGP and as a new area structure plan, will be subject to the Interim Regional Evaluation Framework (IREF) process where the plan will be assessed for consistency with the long-term regional interests identified in the IGP The WOASP must be referred to the CMRB for approval prior to it receiving 3<sup>rd</sup> reading by Council.

The WOASP is also subject to the Intermunicipal Development Plan (IDP) between the Town and Foothills County. Key considerations of the IDP are reflected in the WOASP, including the requirement for circulation and coordination with Foothills County for new development and transportation improvements within the subject lands.

#### Municipal Plans and Policy

The proposed WOASP was developed at a crossroad for the Okotoks Municipal Development Plan (MDP), taking into account the current MDP in place but acknowledging that a new MDP is being developed, which is expected to be implemented in 2020. The WOASP is framed to allow for revision once the new MDP is adopted to ensure there are no issues of alignment between the two statutory plans. The new MDP will take precedence over any conflicts.

In establishing the implementation provisions of the WOASP, Administration agreed that more detailed planning and development can commence on some of the northeast subject lands (identified as Phase 1 on Figure 25: Development Phase) in advance of the new MDP being finalized. Planning and development of lands beyond Phase 1 would be restricted until the new MDP and policies are in effect.

Development of the lands will be subject to the Water Allocation System for Planning Approvals Policy, which limits the land use redesignation and subdivision approval process based on the availability of licenced water supply. The provisions under the Policy and the associated Administrative Clarifications will guide when and how much development can be approved at any one time.

#### **Technical Review and Supporting Studies**

<u>Environmental Site Assessment</u> – a Phase I Environmental Site Assessment was prepared by GTech Earth Sciences Corp. in 2015 indicating that there are no significant environmental concerns identified through a historical review or onsite visits for the subject lands that would warrant any further environmental study at this time.

<u>Historical Resources</u> – A Historical Resource Overview (HRO) of the subject lands was prepared by Bison Historical Services Ltd. in 2016. The HRO assessed the provincial historical significance of the subject lands and the potential requirement for more detailed work. Significant historical sites were identified along the cliffs by the Crown-claimed wetland that may require avoidance or other measures for protection at the detailed design stage. Based on the report and comments from Alberta Culture, Historical Resource Act Approvals and any required HRIA in support of Historical Resource Act Approval is to be provided at the Outline Plan stage.

Biophysical Conditions and Environmentally Significant Areas – A Biophysical Overview was prepared for the WOASP lands by Westhoff Engineering Resources Inc. in 2017. A summary of the major land considerations from that study are contained in Figure 6: Biophysical Conditions & Environmentally Significant Areas of the WOASP. The WOASP is located within the Parkland Natural Region and Foothills Parkland Natural Subregion; however, native grassland associated with the subregion is no longer represented within the plan area due to the history of cultivation. Three wetlands are present within the WOASP lands, two temporary marshes and the permanent shallow open water wetland that comprises 99% of the wetland area. All three wetlands have been impacted from their natural state with cultivation impacting the two temporary marshes and cattle grazing, dugout excavation and road construction impacting the large permanent wetland.

The Biophysical Overview applied provincial Environmentally Significant Areas (ESA) criteria to evaluate natural features on the landscape. The Sheep River, the Sheep River backchannel, the central permanent wetland, and the associated central valley have been identified as ESAs. Subject to the *Public Lands Act*, the Province claims crown-ownership of the permanent and naturally occurring bed and shore of the central permanent wetland and the Sheep River.

Flood Hazard – The north boundary of the subject lands are outside of the current Alberta Environment and Parks (AEP) Flood Hazard Mapping. AEP is currently working on a substantial update to the flood hazard mapping for Okotoks through a more substantial river hazard study for the Sheep River; however, this study remains ongoing and has not been released yet. The Developer of the lands impacted by the flood risk from the Sheep River (SE ½ 25-20-1-W5M) commissioned Matrix Solutions Inc. to undertake a Flood Hazard Assessment for the area.



The study, using a similar 1:100 flood hazard model to the current provincial mapping, identified expected areas of floodway and flood fringe within the lower lands along the north of the plan area. The modeled floodway and flood fringe areas are identified in Figure 7: Floodway and Flood Fringe Delineation and will reflect the expected flood hazard area until such time as the provincial Sheep River Hazard Study is completed.

The upper and lower lands along the Sheep River have been identified as a special policy area in the WOASP given the uncertainty with the results of the provincial flood hazard study and the environmentally sensitive areas identified through the biophysical analysis, The intent of the Special Policy Area is to facilitate more detailed technical evaluation and analysis of the lands in the context of any new MDP and flood plain policies, flood hazard, environmental sensitivity, and watershed protection before determining the extent of development of the area.

<u>Land Uses</u> – The WOASP provides a generalized land use concept for the subject lands. Most of the lands are identified as Neighbourhood Area, which is intended largely as residential development but would also include local parks and other neighbourhood scale amenities. Neighbourhood Areas are intended to provide a range of housing types, from single detached to multi-storey apartment buildings and any suitable housing form in between, such as townhouses, semi-detached, or live-work units.

Four sites for up to six future public schools are also provided for, including a high school site. The number of school sites and location of the sites was determined through discussions with the area school divisions. Based on the demands of existing schools and the expected school-aged population of the WOASP, the number of sites is warranted. Given the demands that school sites place on the limited amount of municipal reserves available through the subdivision process, shared sites are identified to provide greater efficiency of limited reserve lands. In addition, the high school site is indicated as requiring purchase as there is insufficient reserve lands to accommodate the needs for a high school site. A potential municipal facility is identified next to the high school site to support the potential for shared facility with the high school such as library, recreation centre, or arts facility. Further analysis of the long term needs of the Town is required to determine the type or types of facilities that would best be located in conjunction with the high school.

The large permanent wetland, shoreline area, and forested sloped lands will be provided as environmental reserve and provide for naturalized open spaces. Other public open space areas will include linear pathway corridors, local park spaces, and an expansion area for the existing Town Cemetery.

The relative location of three Community Nodes are identified with the plan area, which will be refined at the more detailed plan stage. Community nodes are intended to provide for comprehensively planned commercial and mixed use development sites with provision for recreational, institutional, or cultural uses. These nodes would be at least four hectares (±10 acres) in size and contain at least 100,000 square feet of commercial development for shopping and other services to support the daily needs of area residents.

Three other sites are identified as Neighbourhood Hubs, which are expected to contain smaller scale commercial businesses (20,000 to 25,000 square feet of commercial development each), open space amenities, and higher density residential development. The idea is each of the five proposed neighbourhoods has either Community Node or a Neighbourhood Hub within it to provide for some local amenities within each neighbourhood.

The land area dedicated to commercial development is based on the West Okotoks Commercial Opportunity Assessment and Industrial/Business Park Opportunity Assessment Report prepared by Hume Consulting Corp. (2017). The report, which was peer reviewed by the Town's consultant Hemson Consulting, indicated that the WOASP area will likely only support the demand for 300,000 to 375,000 square feet of retail and service floor area and capture only 18% to 22% of expenditure potential generated by the area residents. The report also indicates that the WOASP lands would not likely support a new industrial/business park due to location and regional considerations. Given the limitations of the analysis based on current trends and the desire for increased non-residential development in Okotoks, the commercial development targets from the Hume Report were put forward as the minimum commercial targets for the area with the ability for larger commercial areas to be developed if the opportunity arises.

<u>Transportation and Mobility</u> – The WOASP provides a high level transportation network for the subject area consisting of a collector road network, regional pathways, and connectivity with the existing developed areas of Okotoks, Highway 7, and lands within Foothills County. Details of the local street and pathway network will be refined through more detailed neighbourhood level plans (i.e. the Outline Plan stage). The WOASP also contains policy provisions on designing for safe routes and active transportation, transit, traffic noise, and other considerations as more detailed planning and development occurs.

A Traffic Impact Assessment (TIA) was undertaken by the developer's transportation consultant – Watt Consulting Group – to study the impact of traffic from the WOASP lands. The Town recognized that vehicle traffic would be a major challenge with the development of these lands and required that 14 different network connection options were analyzed within the TIA for these lands to the 2045 horizon. These options included connections

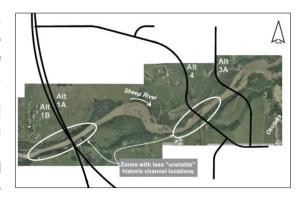
to Westridge Drive, Westland Street, Highway 7, a disconnection in Westland Street, the potential of a new river crossing on the west edge of Town, one ways, right-in-right-outs and no connections to Westridge and Westmount. Although this level of modelling is significantly higher than what is typically required for new development, the existing speeding challenges on Westland Street and concerns over the traffic impacts to adjacent neighbourhoods, it was deemed to be warranted by Administration.

In considering the impact of the WOASP on the greater Town Transportation network, the team attempted to balance the increased traffic from the new development area by limiting shortcutting through residential local streets while still maintaining connectivity between communities. Town Administration ultimately selected the transportation configuration illustrated in the WOASP (Figure 17) as the preferred option for the following reasons:

- a) The connectivity between communities is maintained and there is a significant primary active transportation connection between the WOASP lands and existing residential areas;
- b) It disconnects the long straight Westland Street to provide a calming impact to north-south traffic on this existing route; and
- the modelling results showed that this option balances traffic well and limits pressures to the greater network, including Cimarron Boulevard, local shortcutting, and Westland Street.

Traffic calming measures, road geometry and the detailed local street network will be reviewed further at the Outline Plan stage. The Area Structure Plan's intent is to outline at a very high level the primary connections to adjacent lands and road network. Phasing of development and the specific internal road network will be further reviewed at the outline plan. Implementation of improvements will also be further reviewed with each phase of development.

The regional connectivity also considers the potential for a new bridge crossing of the Sheep River at the west edge of the plan area. The Town hired Watt Consulting to undertake a Sheep River Crossing Functional Planning Study to investigate the technical impacts and benefits of potential Sheep River crossing locations and roadway alignments providing an ultimate connection between Highway 549 and Highway 7. Figure 18 in the WOASP identifies the two most suitable crossing locations based on topography and river stability, these crossing locations are identified as Alternative 1A/1B and



Potential crossing locations reviewed as part of the Sheep River Crossing Functional Study

Alternative 4. The Study notes that Alternative 1A/1B and Alternative 4 present the best evaluated solutions, but would serve different functions within the Town's transportation network. Alternatives 1A and 1B are very effective at removing the through/regional traffic by acting as a bypass of the Town, whereas Alternative 4 will become an internal Town

arterial road servicing mainly local traffic. Based on the transportation analysis the Sheep River crossing would be required by 2045 to prevent the need for six-laning the existing Southridge Drive crossing, which is identified in the current Town Transportation Master Plan.

The potential of a third Sheep River crossing is subject to further collaboration and engagement with Foothills County, Alberta Transportation, and effected residents as well as alignment with the regional transportation network. At this time, the regional transportation network is being studied by the CMRB as part of the development of a regional servicing plan. Policy provisions are included within the proposed WOASP to protect for this crossing until such time as a decision is made to proceed with the development of the crossing or abandon a crossing within the WOASP plan area.

<u>Utility Servicing</u> – Conceptual servicing for water and sanitary services is based on master plans previously undertaken by the Town. More detailed study will be required at the neighbourhood level plans and subdivision applications to determining full servicing needs. A new south water reservoir will be required to provide water service to the WOASP lands. Water servicing will also be subject to the Water Allocation System for Planning Approvals Policy to limit approvals based on availability of licensed capacity to service new development.

A Conceptual Stormwater Management Report was prepared by MPE Engineering Ltd., which identified three different options for managing stormwater within the WOASP lands at a high level. Both the Developers and the Town prefer the option of providing treated stormwater into the wetland area to ensure a continuous flow of water remains to the permanent wetland once development occurs. However, this option is not currently permitted by Alberta Environment & Parks regulations. As such, the different options are provided for in the WOASP and the details and final option will be determined as development is proposed or if regulations change.

#### **Public Participation and Stakeholder Consultation**

As the WOASP is a new area structure plan, the requirements of the Municipal Government Act for statutory plan preparation [Section 636(1)] were adhered to, including notifying the public, school divisions, and the adjacent municipality of the plan preparation process as well as having the ability to make suggestions and representations.

The Applicant commenced preliminary discussions with external stakeholders in March 2017 for initial considerations into the plan development. This outreach included conversations with Foothills County staff, Mountain View Poultry, Alberta Environment and Parks, Alberta Transportation, all three school divisions, and public utility providers. As background work on the plan continued, additional stakeholders were consulted including Alberta Health Services and representatives of the Siksika First Nation, Blood Tribe, and Piikani First Nation regarding the petroglyph (rock art) within the subject lands.

On April 5, 2017 letters were sent to all adjacent landowners to the subject lands advising of the commencement of the developer funded WOASP process providing contact information for the Town and the Applicant. At the time, initial public participation opportunities were anticipated in fall of 2017, but further work was necessary between Town Administration and the Applicant on the policy direction of the proposed WOASP.

A public participation process was put in place by the Applicant in consultation with Town Administration. The strategy included a public website for project updates, information materials mailed out to property owners in proximity to the plan area, email updates, and two separate public participation events.

- On June 28, 2018 an open house specifically for area residents was held at the Foothills Centennial Centre from 5:00 pm to 8:00 pm. Invitations were sent to residents within 800m of the subject lands and no public posting or other advertising was undertaken. The session was setup as an open house format but also included a presentation by the consultant from 5:30 pm to 6:00 pm to provide background on the development of the plan. Over 150 individuals attended the event and 48 comment forms were received. A full summary of the feedback received from the event is included as Attachment 1.
- On June 19, 2019 a follow up open house was held at Foothills Centennial
  Centre from 5:30 pm to 8:00 pm. The open house was advertised through email
  notifications for individuals that had signed up to receive them, project and Town
  website updates, advertisements in the Western Wheel on June 5 and June 12,
  and postcards distributed to neighbours within 800m of the project area.
  Approximately 85 attended this open house and 23 feedback forms were
  received. A full summary of the feedback received from the event is included as
  Attachment 2.

Most of the feedback received from the public on the WOASP has not been in support of the plan. That said, a significant number of concerns have attempted to be addressed in the WOASP, including providing more certainty surrounding adjacent development provisions, provision of buffer space with existing residential development, timing of transportation upgrades to Big Rock Trail, and minimizing the impact of increased traffic on existing neighbourhoods.

The draft WOASP was initially circulated to external agencies for comments on June 21, 2018 with a response deadline of July 23, 2018. Below is a summary of the feedback received.

 Alberta Health Services provided comments on the draft WOASP from a public health lens, including considerations for healthy neighbourhood design, healthy housing, healthy natural environments, healthy transportation networks, and healthy food systems. The comments are included as Attachment 3 and were implemented within the provisions of the WOASP where appropriate to the scale of the plan.

- Alberta Transportation provided comments including that an update to the Highway 7 Functional Planning Study may be required to accommodate additional growth within Okotoks in proximity to Highway 7, that the intersection spacing on Highway 7 is acceptable, and highway infrastructure upgrades should be reviewed at the outline plan stage (Attachment 4).
- Foothills School Division provided comments on a variety of items within the draft WOASP in addition to specific comments on policies and school sites considerations. Feedback from the Foothills School Division has been considered in updated drafts of the WOASP.
- ATCO Pipelines indicated no objection and provided standard comments on protection of existing pipeline infrastructure (Attachment 5). Administration notes that the pipeline within the subject area is abandoned, but setback and ATCO approvals will be required in proximity to the line unless the pipeline is removed/remediated in the future. Policy provisions under section 2.3.9 of the WOASP address these requirements.
- Other responses from utility providers indicated no further comments from preliminary discussions, no objection, standard servicing provisions that are addressed at subdivision, or did not respond.
- Foothills County provided comments regarding transportation considerations, including Big Rock Trail, the regional road network, and the Sheep River Crossing Functional Study (Attachment 6). Follow up responses were provided by Administration on these items on July 24, 2018.

The current draft WOASP version was recirculated to external agencies for comments on October 29, 2019 with a summary of all the changes since June 2018. External agencies were asked to respond by November 28, 2019. Few agencies provided any follow up comments. A response was received from Foothills County highlighting remaining concerns with policy and intend provisions that speak to access of properties from Foothills County to Big Rock Trail, the impact to the County from regional transportation routes and upgrades, and coordination with the County on the Sheep River Crossing in consideration with the IDP between the Town and Foothills County. The wording of these sections was revised and follow up letter was received from Foothills County on December 10, 2019 indicating that the proposed policy revisions addresses their concerns (Attachment 7).

#### Attachments:

- 1. What We Heard Report June 28, 2018 Resident Information Session
- 2. What We Heard Report June 19, 2019 Public Open House
- 3. Letter from Alberta Health Services, Environmental Public Health dated July 24, 2018
- 4. Letter from Alberta Transportation dated July 27, 2018
- 5. Letter from ATCO Pipelines dated July 20, 2018



Resident Information Session - June 28th 2018

# WHAT WE HEARD REPORT



# **WEST ○KOTOKS**

# TABLE OF CONTENTS

| i  | Executive Summary                                 | 1  |
|----|---|----|
| ii | Introduction                                      | 5  |
| 1  | Project Location                                  | 6  |
| 2  | Project History and Context                       | 7  |
| 3  | Project Authorization and Timeline                | 7  |
| 4  | Planning Hierarchy                                | 9  |
| 5  | Role and Purpose of Area Structure Plan           | 10 |
| 6  | Engagement Objectives & Approach                  | 11 |
| 7  | Stakeholder Identification and Engagement to Date | 12 |
| 8  | Adjacent Resident Communications & Engagement     | 13 |
| 9  | Resident Information Session Overview             | 15 |
| 10 | Resident Information Session at a Glance          | 18 |
| 11 | Where are the Information Session Attendees From? | 19 |
| 12 | Resident Information Session Feedback Tabulation  | 21 |
| 13 | Feedback Form Questions and Responses             | 22 |
| 14 | Feedback Compilation and Classification           | 24 |
| 15 | Feedback Overview and Analysis                    | 26 |
| 16 | Engage Station Mapping Overview and Analysis      | 36 |
| 17 | Next Steps  | 39 |



#### **Appendix**

|    | Appendix A: Project Briefing and Information Package               | 42  |
|----|--|-----|
|    | Appendix B: Information Session Presentation                       | 46  |
|    | Appendix C: Information Session Information Panels                 | 66  |
|    | Appendix D: Information Session Engagement Stations                | 94  |
|    | Appendix E: Information Session Feedback Form                      | 98  |
| •• | Appendix F: Information Session Feedback Transcribed and Tabulated | 102 |

#### **List of Figures**

| 1  | Project Location  | 6  |
|----|---|----|
| 2  | Project Timeline and Key Activities                                 | 8  |
| 3  | Planning Hierarchy  | 9  |
| 4  | Resident Information Session Mail Out Coverage                      | 14 |
| 5  | Resident Information Session Mail Out Postcard                      | 14 |
| 6  | Information Session Attendees                                       | 19 |
| 7  | Feedback Breakdown  | 21 |
| 8  | Feedback Comments By Primary and Secondary Classification           | 26 |
| 9  | Feedback Comments by Primary Classification                         | 27 |
| 10 | Feedback Comments by Secondary Classification                       | 27 |
| 11 | Feedback Comments Relating to Plan Area and Background Information  | 28 |
| 12 | Feedback Comments Relating to Community and Neighbourhood Framework | 28 |
| 13 | Feedback Comments Relating to Open Space                            | 29 |
| 14 | Feedback Comments Relating to Mobility                              | 30 |
| 15 | Feedback Comments Relating to Servicing                             | 32 |
| 16 | Feedback Comments Relating to Implementation                        | 33 |
| 17 | Feedback Comments Relating to Communications & Engagement           | 34 |
| 18 | Feedback Comments Relating to General Feedback                      | 35 |
| 19 | DRAFT WOASP Land Use Concept Engagement Station – Likes / Dislikes  | 36 |
| 20 | DRAFT WOASP Pathways Engagement Station – Likes / Dislikes          | 37 |
| 21 | DRAFT WOASP Road Network Engagement Station – Likes / Dislikes      | 38 |

# **EXECUTIVE SUMMARY**

The following is a high level summary and analysis of the feedback received from the resident information session for the Draft West Okotoks Area Structure Plan (WOASP). The three hour evening session was held on June 28, 2018 and had 151 attendees. The event provided stakeholders an opportunity to learn more about the project and share their feedback.

Stakeholder comments were received through feedback forms, engage stations and post-event emails. The majority of feedback from the event came through the feedback forms, followed by the Engage Stations then follow-up email correspondence. A more detailed summary of feedback can be found in section 15, where all comments are categorized based on sections in the Draft WOASP. While feedback focused on a variety of sections within the plan, a summary of key themes representing a statistically significant portion of the feedback is provided here.

The overarching theme from resident feedback was concern over potential impact on current conditions of the area, specifically with regards to services like water, transportation issues, unique natural amenities and existing pathways. Comments often addressed a need for upgrades to current conditions with concerns about additional pressures on already overburdened infrastructure. The main focus of positive comments was generally on aspects that did respect current community amenities such as the connections to the regional pathway network and inclusion of open spaces that incorporate existing natural conditions.



## **Mobility**

By far the most frequently cited subject was transportation, specifically the road network. When asked what elements of the Draft WOASP are most important to them, 84 percent of respondents to the questionnaire cited the road network. This continued to be reflected in the comments collected through feedback forms with over 40 percent relating to mobility. No other category received more than 12 percent.

Current traffic pressures in the area are the leading concern for residents, with the majority of the comments focusing on regional road network plans. In particular, comments focused on the need for upgrades to Big Rock Trail before any additional development. Noise, truck volumes, and general buffers were often seen as already urgently required. Comments at the Engage Stations for the pathways and road network plans received mostly dislikes, specifically at connectors and interface areas along Big Rock Trail and Westland Street.

Residents were very supportive of the proposed pathway plans, connecting to the existing pathway network. Potential traffic calming measures, such as the closure along Westland Street, were generally supported as well. However, neighbours were often concerned about the addition of connectors near their homes and how traffic flow changes would impact their communities.

#### What We Heard

- Current road network pressures need to be understood and incorporated prior to adding additional volume
- Timing of improvements to regional road network needs to be clearly communicated as urgent upgrades are required to existing infrastructure
- Mitigation measures are required to help address nuisances caused by traffic
- Connectivity to existing pathway network and communities will continue to support the use of the pathway system
- Additions of traffic calming measures would be welcome



### Servicing

Servicing as a topic was the next most common theme, with 12 percent of distinct comments addressing the water, sanitary and stormwater plans. The main concern, capturing the majority of the servicing comments, was focused on water servicing. Residents continued to be concerned with the current water issues experienced by existing homes and hope to ensure that additional development does not add more pressure to the situation.

#### What We Heard

 More clarity and information on the regional water servicing should be provided, as concerns already exist for the current water servicing situation

## **Community & Neighbourhood Framework**

Residential interfaces were the primary focus for the comments received on the neighbourhood framework, representing 7 percent of total comments. There was obvious concern for the potential loss of view from adjacent properties. The Engage stations received numerous dislike indicators at the residential interface areas on the maps. Many encouraged green space and pathway buffers as interface areas where possible. Some commenters wanted to ensure that residential interfaces with housing match in style and size to what already exists.

Despite many concerns, some respondents were excited for the planned open spaces and diversity of housing styles detailed in the plan.

#### What We Heard

- Interfaces should respect and incorporate the unique natural features of the area through pathways, natural features and open spaces
- Where possible, interfaces should help mitigate nuisance issues like noise



### **Project Engagement**

Some of the feedback received did not relate directly back to the Draft WOASP, but rather provided comment on the overall communication and engagement with residents. Only a third of respondents responding to the feedback form felt they had enough information to understand and evaluate the project. Of the 208 distinct feedback comments, nearly 10% were based on communications and engagement, with the majority providing comments on future engagement. 12% of the comments were categorized as random, but showed a general need for transparency around Town growth plans with regards to trends, impacts and process – with some feeling the plan was already a 'done deal' and wishing for a stronger presence from Council on the project.

#### What We Heard

- The growth associated with the project is serious topic and required representation from Town Council and Administration
- Clarity on future engagement opportunities is required, residents want to ensure they have access to relevant and consistent project information

The WOASP project team appreciates the time and feedback provided by stakeholders. The feedback collected, along with the feedback received during the external circulation process and internal Town review, will inform revisions to the DRAFT WOASP. The project team is committed to future engagement; ensuring residents are kept informed of the process and project developments. We will continue to provide relevant updates through the website, www.westokotoksasp.com, or contact our dedicated engagement specialist as noted below.



Martha McClary
WOASP Communications & Engagement Specialist
B&A Planning Group
engage@westokotoksasp.com



# INTRODUCTION

This "What We Heard" Report has been prepared by B&A Planning Group on behalf of Tristar Communities and NewNorth Projects Ltd. who are the project sponsors of the West Okotoks Area Structure Plan (hereinafter referred to as the DRAFT WOASP). The primary purpose of this report is to summarize and document the feedback received during the resident information session on the DRAFT WOASP. This feedback will be reviewed and considered in detail in conjunction with Town of Okotoks administration to inform and support revisions to the DRAFT WOASP and to support the development of supplementary communications and engagement materials as the project advances.





## **Project Location**

The WOASP plan area is situated in the western portion of the Town of Okotoks and forms part of the lands brought under the Town of Okotoks' jurisdiction as part of the recent annexation from the M.D. of Foothills which was approved by the Government of Alberta effective July 1, 2017. The plan area forms a unique portion of the Town of Okotoks and is bound by the Sheep River to the north, Big Rock Trail to the northeast, Westland Street to the east, Highway 7 to the south, and TWP Road 203A and 16th Street West to the west. Each of these boundary conditions requires unique considerations as the WOASP is developed.

The WOASP plan area consists of approximately 428.6 hectares (1,059 acres) of land. The relationship of the plan area to the Town of Okotoks municipal boundary and to the recently approved annexation is outlined in the figures below.





Annexation Area

West Okotoks ASP

## Project History and Context

The initiation and advancement of the WOASP process has a history rooted in long term growth planning for the Town of Okotoks, the recently approved annexation initiative and the various planning instruments required by the Government of Alberta to plan for and support growth and development.

A brief history of key events leading up to the WOASP process is summarized below:

| 2012 | Town lifts population gap and adopts continued growth model       |
|------|---|
| 2014 | Town completes comprehensive growth study                         |
| 2014 | Town initiates annexation process with MD of Foothills            |
| 2016 | Town and MD of Foothills reach annexation agreement in principle  |
| 2017 | Town authorizes work on WOASP to commence as of April 4, 2017     |
| 2017 | Municipal Government Board approves annexation as of July 1, 2017 |

# Project Authorization and Timeline

Based on the aforementioned history of key events, the Town of Okotoks authorized initiation of the WOASP as a developer funded process following the completion of the comprehensive growth study and initiation of the annexation process. The Town supported the start of the WOASP planning process concurrently with annexation process due to the following factors:

- Previous planning approvals held with the M.D. of Foothills
- The proximity of the plan area to adjacent Town infrastructure, amenities and services
- The immediate serviceability of the plan area to support near term growth requirements
- The typical timeframe for an ASP process from inception to approval (i.e. 2 3 years)





Subsequent to Town authorization to proceed with the WOASP process, the project sponsors and project team have commenced a systematic engagement program working with Town administration and primary stakeholders to inform DRAFT WOASP preparation in advance of the resident information session.

A brief overview of the WOASP project timeline and key activities leading up to the resident information session is summarized below:

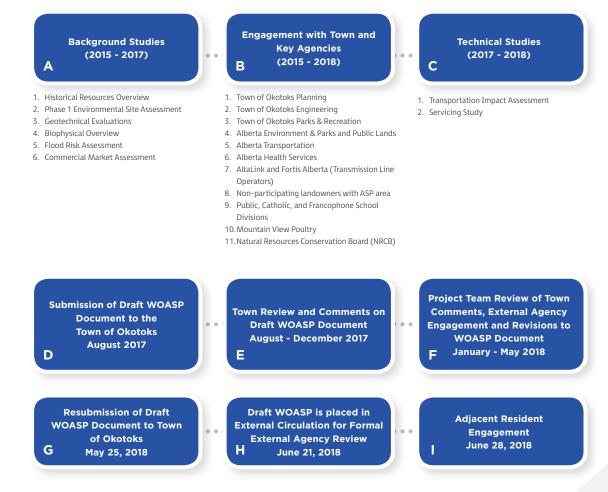


Figure 2: Project Timeline and Key Activities



## Planning Hierarchy

An Area Structure Plan is one form of statutory planning that is required by the Government of Alberta to help support and guide the growth and development of an area of land. It is not the only plan necessary but simply a key component in the overall planning hierarchy. The relationship of the WOASP to other planning instruments and regulatory tools is summarized in the planning hierarchy figure below.



Figure 3: Planning Hierarchy



# Role and Purpose of Area Structure Plan

An Area Structure Plan must describe:



Land uses proposed for the area



Location of public utilities



Density of population for the area



Proposed sequencing of development



Location of major transportation routes



Other matters as deemed necessary by the approving authority

Upon approval, the WOASP will provide a comprehensive policy framework that shall guide and inform the preparation, review and approval of subsequent outline plans and land use applications which provide a further level of detail to guide the growth and development of an identified area.



## **Engagement Objectives & Approach**

At the project outset, a pro-active and comprehensive approach has been taken to identify and engage stakeholders to inform and guide the development of the WOASP. Key communication and engagement objectives include the following:

- Ensure all relevant stakeholders have been identified
- Develop and maintain appropriate communication materials and content to support engagement
- Undertake a systematic and progressive process of engagement
- Ensure the engagement process is monitored and measured
- Analyze input and feedback received continuously throughout the process to inform the WOASP
- Undertake regular communication updates and share with stakeholders



## Stakeholder Identification

As part of our planning process, we identified key stakeholders that would be included at the outset of the project and have developed a communications and engagement plan to support and guide project communications and engagement with stakeholders at key project milestones throughout the planning process to date. From late 2015 to July 2018, the project sponsors and consulting team have undertaken systematic engagement with the following stakeholders.

- Town of Okotoks Council and Administration
- M.D. of Foothills Planning and Development Departments
- Foothills Schools Division
- Christ the Redeemer School Division
- FrancoSud, Francophone School Division
- Alberta Environment & Parks
- Alberta Transportation
- First Nations of the Blackfoot Confederacy: Siksika, Blood Tribe, Piikani
- Alberta Health Services
- Non-participating landowners within the ASP plan area boundary
- Mountain View Poultry Vyefield Enterprises Ltd.
- Altalink Management Ltd.
- Fortis Alberta Inc.`

This engagement has been supported by the production of a wide range of communication materials and undertaken through numerous phone calls, email correspondence, and in person meetings. Each engagement has been logged with feedback recorded and considered by the project team. Engagement with the Town of Okotoks administration, government agencies and plan area landowners informed the preparation of the DRAFT WOASP. The preparation of a DRAFT WOASP and corresponding baseline / technical studies supported by Town administration was required by the Town of Okotoks prior to the initiation of formal and intensive engagement with adjacent residents.



# Communications & Engagement to date

At the project outset, a pro-active and comprehensive approach has been taken to identify and engage stakeholders to inform and guide the development of the WOASP. Key communication and engagement objectives established at the outset of the project have included the following:

| February 2017             | WOASP project website goes live, Town of Okotoks website updates complete  |
|---------------------------|--|
| April 2017                | Town formally authorizes work on WOASP to commence and informs adjacent residents via letter and website updates |
| July 2017                 | Government of Alberta formally approves annexation from M.D. of Foothills  |
| September 2017            | Mailout providing project update sent to residents within 800 m of plan area boundary                            |
| October 2017-<br>May 2018 | Work with Town of Okotoks administration to finalize DRAFT WOASP   |
| June 2018                 | Town of Okotoks authorizes adjacent resident engagement event mid-June   |
| June 2018                 | Mailout to provide notice of information session sent to residents within 800 m of plan area boundary            |
| June 28, 2018             | Resident Information Session held  |





Town of Okotoks Boundary (post annexation)

West Okotoks ASP Boundary

Urban Rural Total 800m -1715 -33 - 1748

Figure 4: Resident Information Session Mail Out Coverage







# Resident Information Session Overview

On June 28<sup>th</sup> 2018, the WOASP team held a three hour information session for residents within an 800 metre radius to the plan area. The event was managed by B&A Planning Group and attended by project sponsor representatives, members of the project team and representatives of Town of Okotoks planning and engineering administration. Representatives of the project sponsors and project team in attendance along with their corresponding project role are summarized below:

### **Project Sponsors:**

- Moez Moledina, Landowner, Tristar Communities Inc.
- Joe Drisdale, Landowner, NewNorth Projects Ltd.

### **Project Team:**

- Nathan Petherick, Partner/Project Manager, B&A Planning Group
- Nancy Sanborn, Community Planner, B&A Planning Group
- Julie Brache, Community Planner, B&A Planning Group
- Blaise Fontaine, Engagement Specialist, B&A Planning Group
- Tomasz Kroman, Senior Transportation Analysts, Watt Consulting Group
- Elisabeth Hofbauer-Spitzer, Transportation Analyst, Watt Consulting Group
- Graham Duff, Senior Civil Engineer, MPE Engineering Ltd.
- Karen Oldershaw, Biologist, Westhoff Engineering Resources Inc

### **Town of Okotoks:**

- Colin Gainer, Project Manager/Senior Planner, Town of Okotoks
- Jeremy Huet, Senior Engineer, Town of Okotoks







Westhoff
Engineering
Resources, Inc.

Land & Water Resources Management Consultants









The event included the delivery of key project information materials and three core components to share information, engage adjacent residents, and solicit feedback on the DRAFT WOASP:

- 1. Project Briefing and Information Package:
  At the outset of the resident information session, each attendee was asked to register and provide their name, municipal address and indicate if they wish to be contacted in future. Following the completion of the registration process, each attendee was provided a copy of a project information flyer to support their attendance and participation in the information session. A copy of the project information flyer can be found in Appendix A.
- 2. Introductory Presentation: An introductory presentation was delivered at the outset of the information session by Nathan Petherick and Nancy Sanborn of B&A Planning Group. The introductory presentation provided contextual
  - information relating to the project including an overview of project history and location, plan area attributes and constraints, role and purpose of ASP and preliminary vision and guiding principles. The introductory presentation established this contextual information to support the individual review of detailed project specific information outlined and contained on the project information boards assembled throughout the room. A copy of the introductory presentation can be found within **Appendix B**.
- **3. Information Boards:** A series of 24 informational boards were posted along the perimeter of the room for participants to read at their leisure. The boards comprehensively covered all aspects of the DRAFT WOASP. A copy of the introductory presentation can be found within **Appendix C.**
- **4. Engage Stations:** As a supplement to the introductory presentation and information boards four (4) engage stations were assembled throughout the central portion of the venue. The topics explored at each of the engage stations included the following:
  - Environment & Open Space
  - Land Use & Policy
  - Transportation & Mobility
  - Servicing







Each of the engage stations was supported by applicable resource documents, mapping and an information panel to capture likes, dislikes, questions and general comments. Participants were encouraged to use the sticky notes and red / green dots to provide commentary on the topic area and denote likes or concerns. Each of the engage stations was resourced by members of the project team when available who helped facilitate discussion and answer questions. A copy of the engage stations information boards can be found within **Appendix D**.

5. Feedback Forms: As a final measure to formally capture resident opinion on the DRAFT WOASP, a project feedback form was distributed to all attendees at the information session. The feedback form thanked residents for attending and was designed with a series of specific and open ended questions to solicit resident feedback on the DRAFT WOASP. In particular, the feedback form asked specific questions about level of satisfaction with the engagement session, feelings on the DRAFT land use concept and DRAFT policy directions and open ended questions about what they liked or disliked the most regarding the DRAFT WOASP. Attendees were encouraged to complete a feedback form and provide it at the end of the session or to email a copy of the completed feedback form to the project team by July 6, 2018. A copy of the feedback form provided to all information session attendees can be found within Appendix E.





# **Resident Information** Session at a Glance

ATTENDEES

COMMENT FORMS RECEIVED

**EMAILS RECEIVED AFTER** INFORMATION SESSION

151

48

PHONE CALLS RECEIVED AFTER INFORMATION SESSION

WRITTEN COMMENTS **TABULATED** 

**PROJECT SUBSCRIBERS VIA REGISTRATION AT** INFORMATION SESSION

18

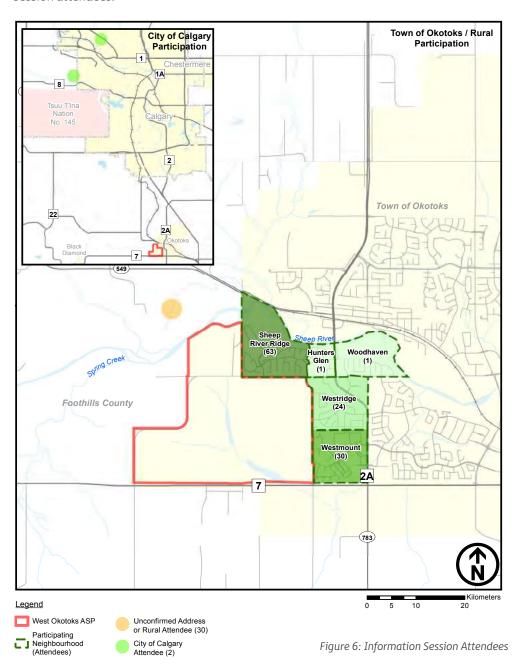
208 129





# Where are the Information Session Attendees From?

The map below was displayed at the open house and guests were invited to apply coloured stickers to show where they live in proximity to the proposed project area. This information was reconciled with the registration sign in sheet to determine the general distribution and location of session attendees in relation to the plan area. The map below provides a general overview of the location of session attendees.





Attendee distribution by adjacent neighbourhood and community is summarized below:

| Neighbourhood        | Number of Attendees | Percentage of Total Attendance |  |
|----------------------|---------------------|--------------------------------|--|
| Sheep River Ridge    | 63                  | 42%                            |  |
| Westridge            | 24                  | 16%                            |  |
| Westmount            | 30                  | 20%                            |  |
| Hunters Glen         | 1                   | 1%                             |  |
| Woodhaven            | 1                   | 1%                             |  |
| City of Calgary      | 2                   | 1%                             |  |
| Rural Address        | 7                   | 5%                             |  |
| No Confirmed Address | 23                  | 15%                            |  |
| Total                | 151                 | 100%                           |  |



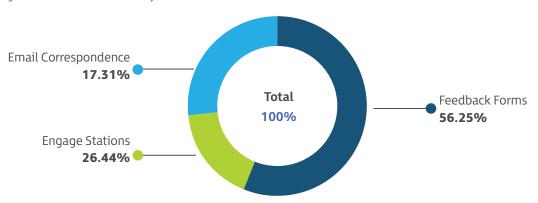
## Resident Information Session Feedback Tabulation

Resident feedback from the information session was obtained in the following ways:

- Face to face conversation with the members of project team and Town administration
- Written notes on the information boards and mapping contained within each engage station
- The placement of green dots (likes) and red dots (dislikes) on maps within each engage station
- Completion and submission of feedback forms provided to each attendee
- Follow up phone calls, emails and conversations with the project engagement specialist

The following table provides an overview of the source of feedback comments, number received and percent composition of total feedback gathered at the information session.

Figure 7: Feedback Breakdown of 208 Comments Documents



Feedback received through these various means has been summarized and examined in the following ways:

- Statistical evaluation and summary of individual responses contained in feedback form
- Review of feedback form open questions and tabulation of feedback into master database
- Review of engage station written comments and tabulation of feedback into master database
- Review of engage station mapping likes / dislikes and evaluation
- Coding of feedback responses with primary and secondary classification into master database by ASP theme to support summary / evaluation

Based on the aforementioned means to obtain and evaluate feedback the following section represents a comprehensive summary of what was heard.





# Feedback Form Questions and Responses

## Question #1:

Did the information provided help you understand and evaluate the project?

Total Responses Received: 21 responses received / 43.8% response rate

Yes: 7 responses / 33.3% of total responses received
No: 9 responses / 42.86% of total responses received
Somewhat: 5 responses / 23.8% total responses received

## Question #2:

How satisfied are you with the proposed DRAFT land use concept and DRAFT policy directions?

Total Responses Received: 16 responses received / 33.3% response rate

Satisfied: 1 responses / 6.25% of total responses received
Unsatisfied: 12 responses / 75% of total responses received
Somewhat: 3 responses / 18.75% total responses received



## Question #3:

What Elements of the DRAFT WOASP are most important to you?

**Total Responses Received: 39** responses received / **81.25%** response rate **Neighbourhood Areas: 12** responses received / **30.77%** response rate **Urban Centres: 6** responses / **15.38%** of total responses received

Neighbourhood Hubs: 7 responses / 17.95% of total responses received

Pathways: 16 responses / 41.03% total responses received

**Open Space System: 16** responses received / **41.03%** of total responses received **Road Network: 34** responses received / **87.18%** of total responses received

Water: 9 responses received / 23% of total responses received

## Question #4:

What do you like most about the DRAFT WOASP?

Responses to this question were reviewed and consolidated along with other comments received into a master database and are discussed in the following section.

## Question #5:

What do you dislike most about the DRAFT WOASP?

Responses to this question were reviewed and consolidated along with other comments received into a master database and are discussed in the following section.





# Feedback Compilation and Classification

All feedback received through the engage stations, feedback forms and email correspondence post information session was tabulated into a master database. Using this method, a total of 208 distinct comments were received, recorded and reviewed. Comments were classified with a primary and secondary category to relate the comments received to the DRAFT WOASP. Comments that fell outside of the DRAFT WOASP but were process / engagement related were assigned a different primary and secondary category to support ease of summary and evaluation.

The following categories were used to classify each comment that fell within the realm of the DRAFT WOASP:

| Primary Classification |  | Secondary Classification  |  |
|------------------------|--|---|--|
| A                      | Plan Area and Background Information     | <ul><li>Existing Site Conditions &amp; Constraints</li></ul>  |  |
|                        | Community and Neighbourhood<br>Framework | <ul><li>Neighbourhood Area</li><li>Residential Interface Area</li></ul>   |  |
|                        | Open Space                               | <ul><li>Environmental Reserve</li><li>Naturalized Parks</li><li>Potential Cemetery Expansion Area</li></ul>               |  |
| 28                     | Mobility                                 | <ul><li>Regional Pathway &amp; Active Modes Network</li><li>Internal Road Network</li><li>Regional Road Network</li></ul> |  |
|                        | Servicing                                | <ul><li>Water</li><li>Sanitary</li><li>Stormwater</li></ul>   |  |
| <u>(8)</u>             | Implementation                           | <ul><li>Phasing</li></ul>   |  |



Categories used to classify feedback received outside of the DRAFT WOASP include the following:

| Primary Classification |                               | Secondary Classification   |  |
|------------------------|-------------------------------|--|--|
| A                      | Communications and Engagement | <ul><li>Future Engagement</li><li>Town Council Involvement</li></ul> |  |
| <b>F</b>               | General Feedback              | ■ Random   |  |

The master feedback database with input transcribed (verbatim), accompanied by the primary and secondary classifications assigned can be found in **Appendix E**.





# Feedback Overview and Analysis

The following chart provides an overview of the general distribution of feedback received. As noted, the largest portion of feedback received fell within the mobility category representing approximately 36 % the total feedback tabulated. Following this, the servicing category trailed representing approximately 16 % of the total feedback recorded.

| Feedback Primary & Secondary Classification | Number of<br>Comments Received | Percent<br>of Total | Classification<br>Subtotal (Percent) |
|---|--------------------------------|---------------------|--------------------------------------|
| Plan Area & Background Information          | 6                              | 2.88%               | 100.00%                              |
| Existing Site Conditions & Constraints      | 6                              | 2.88%               | 100.00%                              |
| Community & Neighbourhood Framework         | 22                             | 10.58%              | 100.00%                              |
| Neighbourhood Area                          | 7                              | 3.37%               | 31.82%                               |
| Residential Interface Area                  | 15                             | 7.21%               | 68.18%                               |
| Open Space                                  | 18                             | 8.65%               | 100.00%                              |
| Environmental Reserve                       | 4                              | 1.92%               | 22.22%                               |
| Naturalized Parks                           | 7                              | 3.37%               | 38.89%                               |
| Potential Cemetary Expansion Area           | 6                              | 2.88%               | 33.33%                               |
| Mobility                                    | 89                             | 42.79%              | 100%                                 |
| Regional Pathway                            | 8                              | 3.85%               | 8.99%                                |
| Internal Road Network                       | 36                             | 17.31%              | 40.45%                               |
| Regional Road Network                       | 45                             | 21.63%              | 50.56%                               |
| Servicing                                   | 26                             | 12.50%              | 100%                                 |
| Water                                       | 19                             | 9.13%               | 73.08%                               |
| Sanitary                                    | 1                              | 0.48%               | 3.85%                                |
| Stormwater                                  | 6                              | 2.88%               | 23.08%                               |
| Implementation                              | 3                              | 1.44%               | 100.00%                              |
| Phasing                                     | 3                              | 1.44%               | 100.00%                              |
| Communications & Engagement                 | 20                             | 9.62%               | 100.00%                              |
| Future Engagement                           | 17                             | 8.17%               | 85.00%                               |
| Town Council                                | 4                              | 1.92%               | 20.00%                               |
| General Feedback                            | 24                             | 11.54%              | 100.00%                              |
| Random                                      | 24                             | 11.54%              | 100.00%                              |
| TOTAL                                       | 208                            | 100%                |                                      |

Figure 8: Feedback Comments By Primary and Secondary Classification



## **Primary Classification of Feedback**

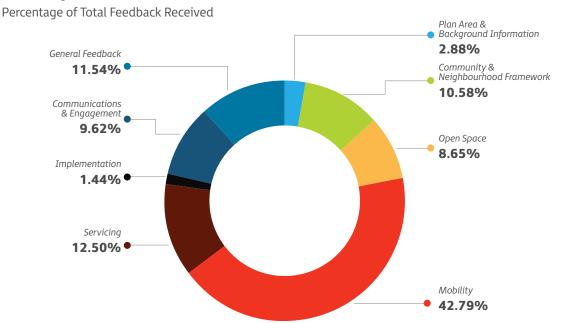


Figure 9: Feedback Comments by Primary Classification

## **Secondary Classification of Feedback**

Percentage of Total Feedback Received

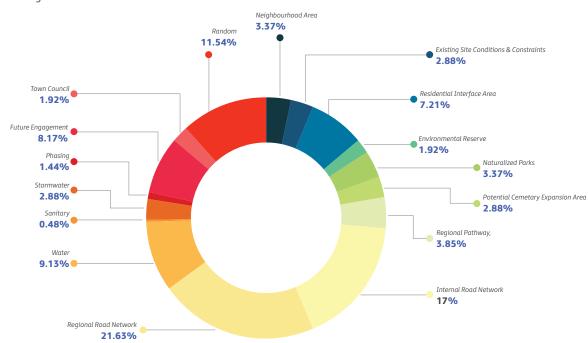


Figure 10: Feedback Comments by Secondary Classification



The following section provides a more detailed overview of the nature and type of comments received within each of the respective primary and secondary categories as they relate to the DRAFT WOASP.

## Plan Area & Background Information

Percentage of Total Feedback Received (2.88%)

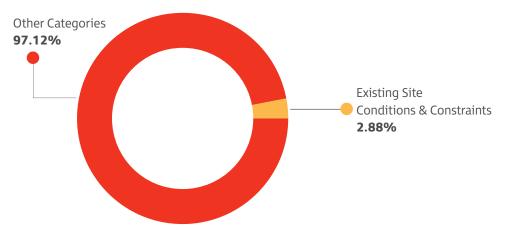


Figure 11: Feedback Comments Relating to Plan Area and Background Information

### 1. Existing Site Conditions and Constraints:

**Number of Comments Received: 6** out of **208** feedback comments received **What We Heard:** 

- Adjacent run off to and from the plan area requires consideration
- The adjacent poultry farm has large traffic impacts on Big Rock Trail that should be considered
- The adjacent poultry farm has nuisance factors that should be considered

## **Community & Neighbourhood Framework**

Percentage of Total Feedback Received (10.58%)

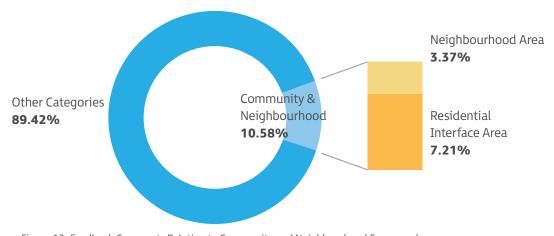


Figure 12: Feedback Comments Relating to Community and Neighbourhood Framework



### 1. Neighbourhood Area

**Number of Comments Received: 7** out of **208** comments received **What We Heard:** 

- The diversity and density of housing proposed is very important
- Individuals speaking to this item noted specific concerns with D'Arcy project and lot sizing
- Other individuals noted support for diversity of housing and housing innovation

#### 2. Residential Interface Area

**Number of Comments Received: 15** out of the **208** comments received Percentage of Total **What We Heard:** 

- The potential loss of views from adjacent areas to the west remains athe major concern comments
- Housing adjacent to Westland Street should be consistent in density, form and character
- A green space / pathway connection "buffer" between project and Sheep River Ridge is preferred
- The alignment of proposed collector road southward through plan area to Hwy 7 is a concern
- Sound / Noise attenuation on Big Rock Trail should be required as project advances

## **Open Space**

Percentage of Total Feedback Received (8.65%)

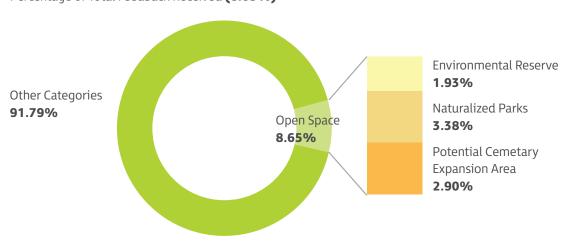


Figure 13: Feedback Comments Relating to Open Space

#### 1. Environmental Reserve

**Number of Comments Received: 4** out of the **208** comments received **What We Heard:** 

- Seek to preserve southwest slopes and tree clusters where possible
- Natural area preservation as shown is supported and appreciated



#### 2. Naturalized Parks

**Number of Comments Received: 7** out of the **208** comments received **What We Heard:** 

- A naturalized park / buffer adjacent to existing development areas should be considered
- Naturalized parks / buffers should accommodate pathway connectivity where appropriate
- General distribution of open space / naturalized areas is supported
- Further plans and details on river valley protection and natural areas connecting to valley is desired

## 3. Potential Cemetery Expansion Area

**Number of Comments Received: 6** out of the **208** comments received **What we Heard:** 

- Cemetery expansion is a good idea and supported in general
- Size of cemetery expansion should be reviewed to meet long term needs of Town

## **Mobility**

Percentage of Total Feedback Received (42.79%)

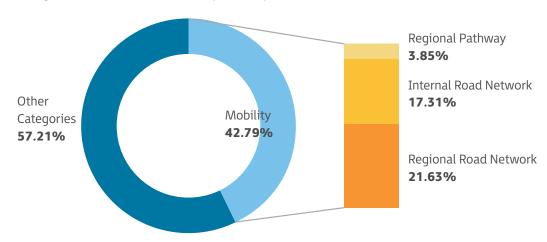


Figure 14: Feedback Comments Relating to Mobility

### 1. Regional Pathway & Active Modes Network

**Number of Comments Received: 8** out of the **208** comments received **What We Heard:** 

- Consideration and general location of pathways in plan is generally supported and appreciated
- Consider additional connectivity between new and existing communities to enhance system
- Consider additional connectivity to river valley where appropriate
- Consider addition of green space / pathway behind Sheep River Heights



- Examine addition of pathway along Big Rock Trail
- Consider addition of pathway around plan area boundary to buffer adjacent agricultural areas
- Examine pathway standards for multi-use purposes and operational needs (i.e. snow clearing)

### 2.Internal Road Network

**Number of Comments Received: 36** out of the **208** comments received **What We Heard:** 

- Review and consider road standards to support new and existing community needs
- Review and consider alley standards to support new and existing community needs
- Review and consider intersectional treatments needed to support new and existing community needs
- Westland street road closure as proposed generally supported to mitigate cut through and traffic impacts
- Review and consider additional traffic calming measures to mitigate impacts in addition to Westland closure
- Review and consider collector connectivity to Highway 7 due to site lines / topography concerns

### 3. Regional Road Network

**Number of Comments Received: 45** out of the **208** comments received **What We Heard:** 

- Concern over state of Big Rock Trail and planned timing for future upgrades to support growth
- Concern over state of Southridge Drive and planned timing for future upgrades to support growth
- Southridge Drive and Highway 7 intersection current functionality a concern
- Interface of BRT with existing development and relation to cemetery and school requires further consideration
- Role of BRT in accommodating truck traffic requires further consideration
- Big Rock trail viewed as inadequate at this time and warrants expansion / twinning
- In reviewing BRT consider noise attenuation, berming, pathway, landscaping improvements as part of expansion



## Servicing

Percentage of Total Feedback Received (12.5%)

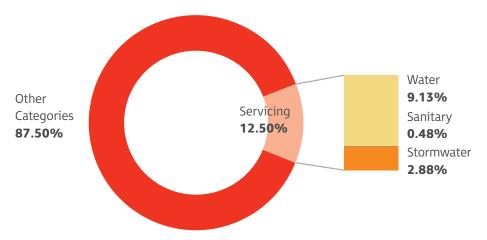


Figure 15: Feedback Comments Relating to Servicing

#### 1.Water

**Number of Comments Received: 19** out of the **208** comments received **What We Heard:** 

- Existing residences are under water restrictions and there are current water shortages.
   Additional information on status of water agreement with Town, City of Calgary and Province is required
- Concerns remain over current approach in absence of agreement (i.e. licensing / transfer model)
- Long term water solution needs to be obtained prior to development advancing

### 2. Sanitary

**Number of Comments Received: 1** out of the **208** comments received **What we Heard:** 

 Evaluate potential nuisance impacts of sanitary alignments and connections through existing residential areas

## 3.Stormwater

**Number of Comments Received: 6** out of the **208** comments received **What We Heard:** 

- Examine and confirm location of proposed stormwater facility adjacent to Sheep River and flood way / flood fringe
- Confirm relationship between stormwater plan and existing wetland how will this be maintained in future?
- Clarify how stormwater ponds will control pollution ./ contaminants from entering Sheep River



## **Implementation**

Percentage of Total Feedback Received (1.44%)

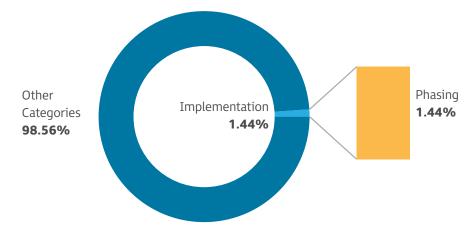


Figure 16: Feedback Comments Relating to Implementation

## 1.Phasing

**Number of Comments Received: 3** out of the **208** comments received **What We Heard:** 

- Clarity of major infrastructure upgrades need to support WOASP is required
- More details on phasing and anticipated location where development will commence is required
- Additional information phasing plan and start dates would be beneficial

The following is summary of feedback received received that falls outside of the proposed DRAFT WOASP but remain relevant to project process, communications and engagement moving forward.

## **Communications and Engagement**

Percentage of Total Feedback Received (9.62%)

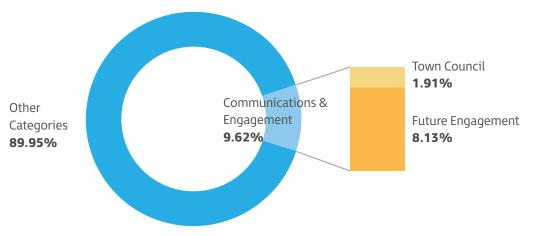


Figure 17: Feedback Comments Relating to Communications & Engagement

### 1. Future Engagement

**Number of Comments Received: 17** out of the **208** comments received **What We Heard:** 

- Concern over the advancement of the plan to date prior to resident engagement session
- Consistency of responses to specific question is required within each of the respective topic areas
- Request to review and consider open "town hall" style as part of future engagement
- Additional engagement in Fall 2018 would be appreciated to support further project evaluation
- Ensure project communications / materials / feedback opportunities are integrated into project website

#### 2. Town Council Involvement

**Number of Comments Received: 4** out of the **208** comments received **What We Heard:** 

Town Council attendance and participation at future engagement events is requested



## **General Feedback**

Percent of Total (11.54%)

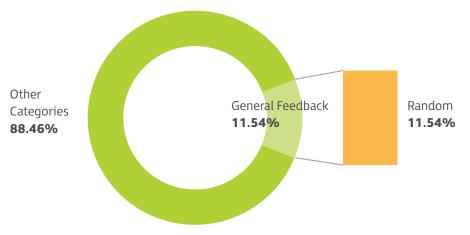


Figure 18: Feedback Comments Relating to General Feedback

#### 1.Random

**Number of Comments Received: 24** out of the **208** comments received **What We Heard:** 

- Concern over general growth directions and trends for Town of Okotoks
- Concern over impacts of growth in crime, traffic, property taxes
- Concern over existing signage within portion of plan area
- Concern that plan is a "done deal"

# Engage Station Mapping Overview and Analysis

Outside of the feedback forms and opportunity to provide general commentary notes at each of the engage stations, attendees were encouraged to review the mapping provided at each engage station and denote likes / dislikes via the placement of red and green dots.

The following series of maps represents the results of this engagement technique to obtain feedback.

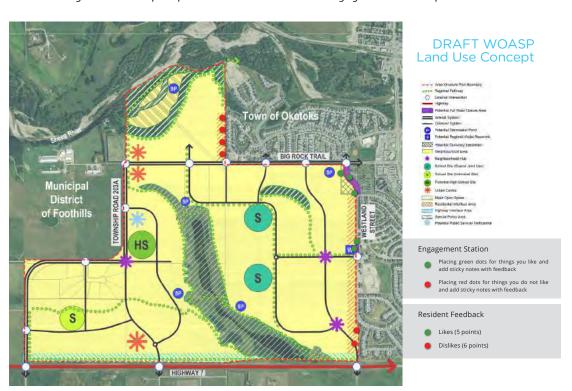


Figure 19: DRAFT WOASP Land Use Concept Engagement Station – Likes / Dislikes

Number of Dots Placed: 11

Number of Likes: 5
Number of Dislikes: 6

**Observations:** 

- General support for cemetery expansion area, location and concept
- Concern over alignment of easterly collector road and connection with Highway No 7
- Concern over the residential interface area situated adjacent to Sheep River Ridge



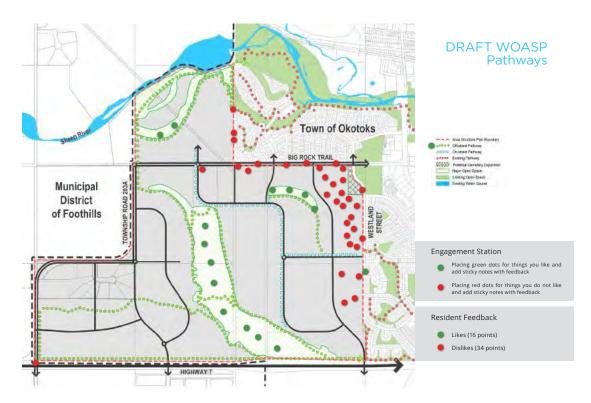


Figure 20: DRAFT WOASP Pathways Engagement Station – Likes / Dislikes

Number of Dots Placed: 50

Number of Likes: 16 Number of Dislikes: 34

**Observations:** 

- General support / likes for major open space system as shown
- Concerns over lack of pathway connectivity and buffer / interface behind Sheep River Ridge
- Concerns over Big Rock Trail desire to examine and include potential pathway as part of expansion
- Concern over land use / interface between Westland Street and proposed collector road

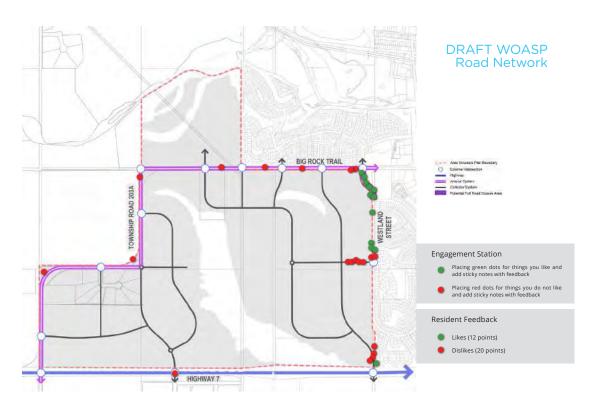


Figure 21: DRAFT WOASP Road Network Engagement Station – Likes / Dislikes

**Number of Dots Placed: 36** 

Number of Likes: 16 Number of Dislikes: 20

**Observations:** 

- Concerns over Big Rock Trail current state, and timing and nature of upgrades to support existing and future needs
- Support for Westland Street road closure to Big Rock Trail and proposed cemetery expansion
- Mixed opinion (like / dislikes) on proposed Westland Street closure south of Westridge Road
- Concern over proposed easterly collector alignment and connection to Highway No. 7



## **Next Steps**

The WOASP project team is reviewing the feedback received at the resident information session as tabulated and outlined within this summary report. In conjunction with the review of resident feedback, the project team will also be assessing and considering the results of the feedback received from regulatory bodies and referral agencies as part of the external circulation process and additional comments stemming from the Town of Okotoks internal review of the DRAFT WOASP. The project team anticipates receipt of the external circulation and Town review comments by early to mid-September.

Collectively, project team consideration of the feedback received from residents, external agencies and the Town will inform revisions to the DRAFT WOASP and support a revised application submission to the Town of Okotoks. We anticipate an additional public engagement event in fall 2018 and future communications that will outline how the feedback received has been considered and informed plan revisions. As the WOASP process moves forward, we will be using our subscriber list to provide project updates and to advise of future engagement events.

If you wish to provide discuss the project or provide additional feedback, please visit the project website at www.westokotoksasp.com or contact our dedicated project communications and engagement specialist as noted below.



Martha McClary
WOASP Communications & Engagement Specialist
B&A Planning Group
engage@westokotoksasp.com



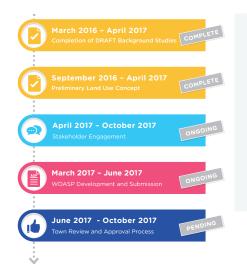


# Appendix A: Project Briefing and Information Package



MAY 2017 - UPDAT

#### Project Timeline & Next Steps



### FUTURE PUBLIC INFORMATION SESSION



Please stay tuned for details on a future public information session anticipated to take place in June 2017.

The session will give you a chance to meet with the development team, view plan concepts, ask questions and be involved in the planning process for the West Okotoks Area Structure Plan!

### Learn more about the West Okotoks ASP

You're receiving this information package because we want to connect and take the opportunity to inform you of the planning process for the preparation of the West Okotoks Area Structure Plan (WOASP).

Upon Town approval, the WOASP will guide the planning and development of approximately 1056 acres of land anticipated for annexation into the Town of Okotoks. The plan area is situated to the immediate southwest of the current Town boundary. At full build out, anticipated to take place over a 20-30 year period, the plan area is envisioned to be a complete community comprised of:

- > a number of distinctive neighbourhoods,
- > a range of housing types and forms,
- a number of schools,
- ▶ a significant and interconnected open space network, and
- a series of community and neighbourhood commercial hubs.

Our goal through this initial outreach is to initiate the conversation, engage and collaborate on matters relating to the area structure plan. Opportunities to provide input into the plan are available through one on one meetings, by visiting our project website, and by attending an upcoming public open house.

We value your input and look forward to hearing from you.

Respectfully,

Blaise Fontaine, ENGAGEMENT COORDINATOR West Okotoks Area Structure Plan



#### Please Stay in Touch

Thank you for your time and we look forward to future conversations to help inform and guide this important planning initiative.

For stakeholder inquiries, please contact:

Blaise

d: 403.692.5231

Fontaine e: engage@westokotoksasp.com

For more information please visit our website:

\*\*westokotoksasp.com\*\*



#### WHAT IS AN AREA STRUCTURE PLAN (ASP)?

Under the Municipal Government Act, an ASP outlines:

- a policy framework for future subdivision and development
- ▶ the proposed sequence of development,
- the density of population,
- the general location of major transportation routes and public utilities, and
- other matters considered necessary for development.

An ASP is supported by a range of technical work and supplemented by stakeholder engagement in order to arrive at a preferred land use plan and policy framework. To date, the following DRAFT technical reports have been prepared and are under review by the Town of Okotoks:

- ▶ Historical Resources Overview
- ▶ Phase I/II Environmental Site Assessment
- ▶ Biophysical Overview
- ▶ Flood Risk Assessment
- ▶ Commercial Market Assessment

#### **Our Vision**

#### FOR THE WEST OKOTOKS AREA STRUCTURE PLAN

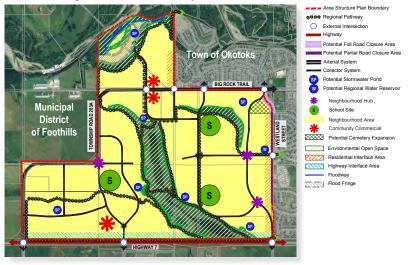


#### **Project Location**



West Okotoks ASP
Annexation Area

#### **Preliminary Land Use Concept**





# **Appendix B:**Information Session Presentation

### Resident Information Session

# WEST OKOTOKS AREA STRUCTURE PLAN



### **Session Purpose**

- To engage residents who live adjacent to or in close proximity to the proposed West Okotoks Area Structure Plan (WOASP).
- To provide the following information:
  - Project history and context of the plan area;
  - Role and purpose of an Area Structure Plan;
  - Overview of the DRAFT land use concept;
  - Overview of DRAFT policy directions;
  - Project timeline and next steps.

### **Project Location**



- Southwest Okotoks
- 1,059 acres
- Westland Street
- Big Rock Trail
- Sheep River
- Twp. Road 203A
- M.D. of Foothills
- Highway No. 7

### **Project Team**

- The developer(s)/major landowners sponsor the development of the ASP.
- The Town of Okotoks provides ongoing direction and guidance and remains the approving authority for the plan.

#### Sponsors of ASP



NEWNORTH PROJECTS LTD.

#### **Consultant Group**



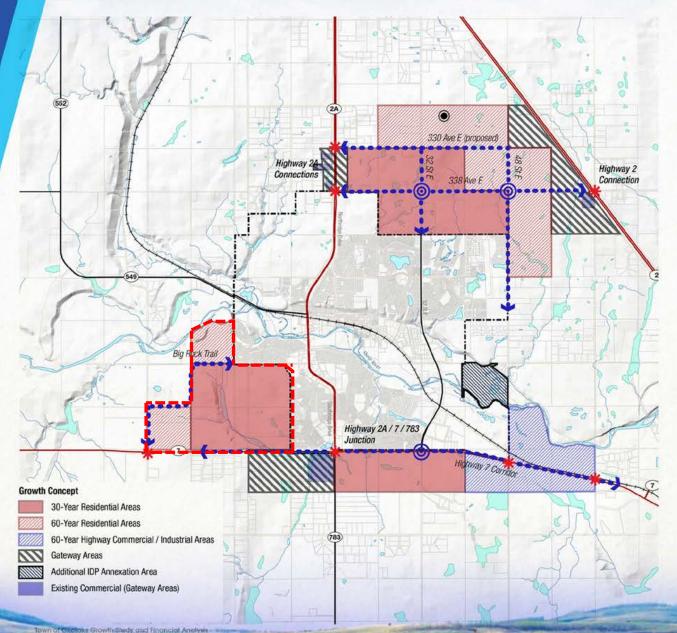




Westhoff Engineering Resources, Inc.

Land & Water Resources Management Consultants

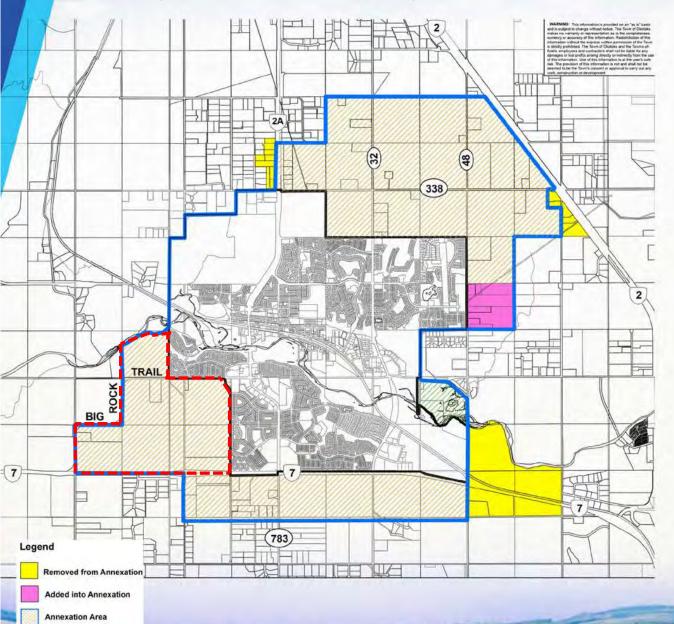
### **Project History A**



#### 2014 Growth Study

- 2012 Town lifts population cap and adopts continued growth model.
- 2014 Town completes growth study and identifies land requirements to support population growth to 82,000 people by 2073.
- WOASP lands identified as future residential area within the 30 and 60 year time horizon.

### **Project History B**



#### 2017 Annexation

- Post growth study, Town advanced annexation application for 1950 ha / 4,900 ac from M.D.
- WOASP area included as part of annexation application.
- Annexation approved and order issued effective July 1, 2017.

## Project History C Why Was The WOASP Initiated?

The Town of Okotoks has authorized the initiation of the developer-funded WOASP process due to a number of key factors including but not limited to:

- Previous planning approvals within M.D. of Foothills
- Adjacent infrastructure, amenities and services
- Serviceability of near term development lands
- Timeframe for ASP process

### **Project History D**

Planning for future development on the WOASP lands will comply with the Town's planning hierarchy as follows:

#### **Planning Hierarchy:**

**Calgary Metropolitan Region Growth Plan** 

**Municipal Development Plan\*** 

Area Structure Plan



**Outline Plan** 

**Land Use Amendment** 

Subdivision

**Development Permit** 

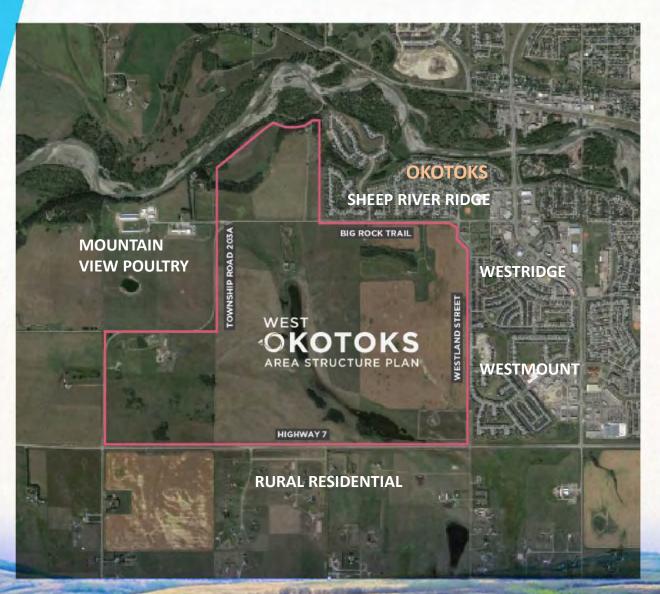
**Building Permit** 

### What is an ASP?

An ASP is a statutory plan under the MGA intended to provide a framework for subdivision and development of an area of land. An ASP must describe:

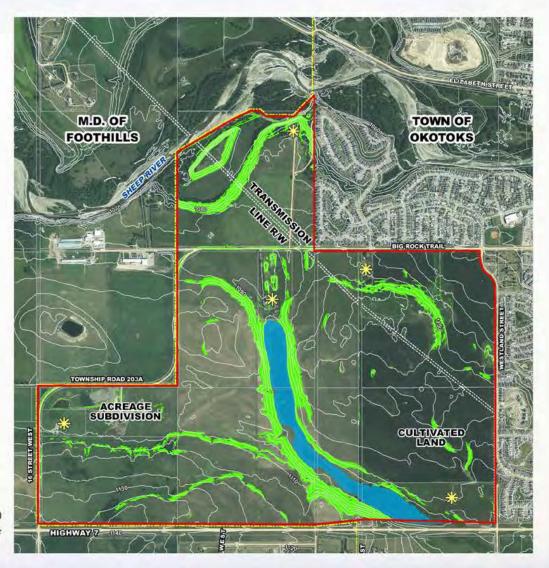
- Land uses proposed for the area
- Density of population proposed for the area
- General location of transportation routes and public utilities
- Proposed sequencing of development
- Other matters as deemed necessary by approving authority

### **Context & Surrounding Conditions**



- Communities of Westridge, Westmount, and Sheep River Ridge
- Agricultural lands in the M.D. of Foothills
- Mountain View Poultry in the M.D. of Foothills
- Rural Residential development south of Highway 7

### **Site Conditions**



- Sheep River and escarpments in the north portion
- Rolling uplands in the central and south portion
- Predominant central wetland and valley
- Agricultural land for cultivation and cattle grazing
- Rural residential lots and acreage subdivision on west side of plan area

#### Legend

- West Okotoks ASP Boundary
  Town of Okotoks Boundary
- Steep Slope (Greater than 15%)
  Permanent Shallow Open Water
- Rural Residential Lot

### **Project Timeline to Date**

#### Background Studies (2015- 2017)

A

G

- Historical Resources Overview
- 2. Phase 1 Environmental Site Assessment
- 3. Geotechnical Evaluations
- 4. Biophysical Overview
- 5. Flood Risk Assessment
- 6. Commercial Market Assessment

Engagement with Town and Key Agencies (2015 -2018)

- 1. Town of Okotoks Planning
- 2. Town of Okotoks Engineering
- 3. Town of Okotoks Parks & Recreation
- 4. Alberta Environment & Parks and Public Lands
- 5. Alberta Transportation
- 6. Alberta Health Services
- 7. Altalink and Fortis Alberta (Transmission Line operators)
- 8. Non-participating landowners within ASP area
- 9. Public, Catholic, and Francophone School Divisions
- 10. Mountain View Poultry
- 11. Natural Resources Conservation Board (NRCB)

Technical Studies (2017- 2018)

(

- 1. Transportation Impact Assessment
- 2. Servicing Study

Submission of draft WOASP document to the Town of Okotoks August 2017

> Resubmission of draft WOASP document to Town of Okotoks May 25, 2018

Town review and comments on draft WOASP document August- December 2017

E

Draft WOASP is placed in external circulation for formal external agency review June 21, 2018

Project team review of Town comments, external agency engagement and revisions to WOASP document
January- May 2018

Adjacent Resident Engagement June 28, 2018

#### **DRAFT Plan Vision & Guiding Principles**

### **GUIDING PRINCIPLES**













Connection to Nature



Places to Shop & Socialize



Diverse Housing Options



Active Transportation & Connectivity



Integration with Existing Communities

#### **DRAFT Plan Vision & Guiding Principles**

### VISION

The West Okotoks community will be an exciting and active community that caters to all demographics of Okotoks residents. The WOASP will develop as a complete community comprised of a number of distinct neighbourhoods that contain a diversity of housing options, commercial services, and recreational opportunities.



15

### **Next Steps & Timeline**

Review of feedback from tonight's Resident Information Session (Summer 2018)

**Review of External** Circulation comments and additional Town comments (Summer 2018)

Supplementary engagement as required and refinement of WOASP (Fall 2018)

Resubmission of **WOASP to Town** (Fall 2018)

**Public Open House** (Fall 2018)

Final amendments and submission of WOASP for **Town Council** approval process (Winter 2018/2019)

### **Session Format**

- Thank you for listening to the presentation
- Please take the time to read through the information boards
- Tables with placards on them are areas for further discussion and comments on specific features within the ASP. A member of the project team will be on hand to support the discussions and answer any questions.
- Please provide feedback and leave at registration table upon leaving session.
- Ongoing updates on the project will be placed on the project website: <u>www.westokotoksasp.com</u>





#### Appendix C: Information Session Information Panels

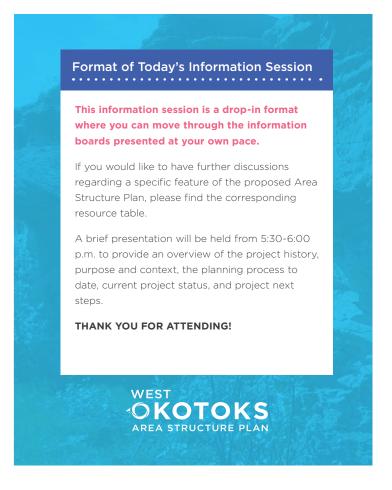


### Welcome

Welcome to the West Okotoks Area Structure Plan (WOASP) Resident Information Session.

The purpose of this session is to engage residents and share the following information:

- Project purpose and context
- Planning process to date
- Background information
- ▶ DRAFT land use concept
- DRAFT policy directions
- Project next steps





### **Project Sponsors**

### The WOASP is a developer funded project sponsored by Tristar Communities Inc. and New North Projects Ltd.

#### TRISTAR COMMUNITIES INC.

Tristar Communities is a Calgary-based company specializing in building master-planned communities. Our strategy is to successfully merge residential, recreational and commercial developments, creating communities that offer a diverse range of home styles and all the amenities necessary to suit families and individuals at every age and stage of living.

"Tristar's communities anticipate your growing needs. We incorporate affordable multi-unit and single family starter homes, upgraded homes for growing families when they are ready to move-up, estate homes, and retirement villas. We work with a carefully selected group of independent builders to ensure a wide variety of building styles, floor plans, lot sizes, landscape features, and, of course, pricing options. Architectural guidelines incorporating natural elements are put in place to protect and enrich the beauty and value of every Tristar development."

#### **NEWNORTH PROJECTS LTD.**

NewNorth Projects Ltd. is an integrated land and building development company operating in Alberta.

"New North Ltd. believes that real estate development is the continual reconfiguration of the built environment to meet society's needs. We understand that development affects everyone as it shapes our land, our neighbourhoods, and even our lifestyle. Our development team offers the expertise to develop with the goal to minimize the risk while maximizing personal and/or institutional objectives."



















### **Project Team**

### The WOASP project is being supported by a multidisciplinary consulting team.



B&A Planning Group

#### **B&A PLANNING GROUP**

B&A is one of Western Canada's leading and fastest growing professional community and land development planning firms.

"We bring a twenty-five year track record of success in providing professional consulting services to a diverse range of public and private sector clients including individual landowners, developers, municipalities and leading players in the aggregate and energy industry. Our award-winning team has earned a reputation for having the strategic leadership necessary to achieve success on complex planning projects."

B&A Planning Group is the project manager and planning consultant for the WOASP.

#### Westhoff Engineering Resources, Inc.

#### WESTHOFF ENGINEERING RESOURCES INC.

Since 1996, Westhoff Engineering Resources, Inc. has provided its clients planning and engineering solutions for water resources management and development projects throughout Canada and overseas. This Calgary- based company has grown to include team leaders in engineering and environmental specialties who help turn water and environmental constraints into opportunities for their clients.

Westhoff Engineering Resources is working on the Biophysical Impact Assessment for the WOASP.



#### MPE ENGINEERING LTD.

"We are dedicated to providing high quality engineering services to our clients with honesty, integrity and with commitment to the highest level of service possible to our clients. Experience, insightful leadership, communication, and expert advice, combined with a skilled team of engineering professionals, have been the foundation of MPE's success for over 30 years."

MPE Engineering is working on the water, sanitary, and stormwater servicing for the WOASP.



#### WATT CONSULTING GROUP.

For 30 years, Watt Consulting Group has been a full service engineering consulting firm.

"We utilize the best and most appropriate technology, from GPS survey equipment to advanced transportation micro-simulation programs and storm water management modeling software."

Watt Consulting Group is working on the Transportation Impact Assessment for the WOASP.



### Location

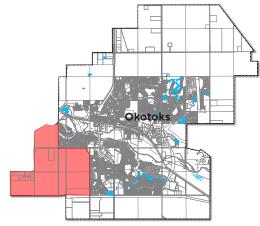
The WOASP consists of approximately ±428.6 hectares (±1059.0 acres) of land.

#### The plan area is defined by:

- Sheep River to the north
- Big Rock Trail to the northeast
- Westland Street to the east
- Highway 7 to the south
- Township Road 203A & 16 Street West to the west

Where do you live in relation to the plan area?

Please consider placing a pin.







### What is an ASP?

An Area Structure Plan is a statutory plan intended to provide a framework for the subdivision and development of an area of land.

#### An Area Structure Plan must describe:

- Land uses proposed for the area
- Density of population proposed for the area
- General location of major transportation routes & public utilities
- Proposed sequencing of development
- Other matters as deemed necessary by approving authority

Upon approval, the WOASP will provide a comprehensive policy framework directing future planning and development stages including future outline plan, land use amendment, and subdivision applications.

#### **Planning Hierarchy:**

Calgary Metropolitan Region Growth Plan

Municipal Development Plan\*

Area Structure Plan 
Outline Plan

Land Use Amendment

Subdivision

Development Permit

Building Permit

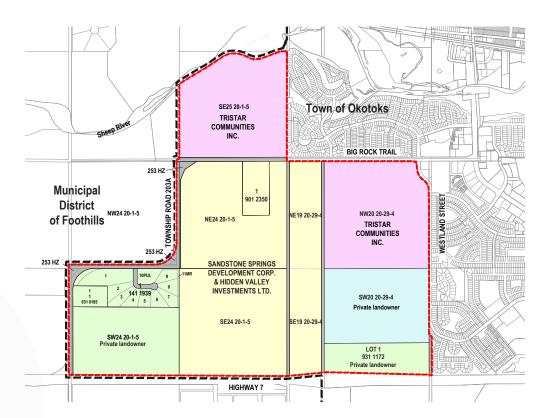
\*As follow up to the annexation of lands into the Town of Okotoks as of July 1, 2017 the Town is currently creating a Future Growth Strategy (FGS) and updating their Municipal Development Plan (MDP). Completion of the FGS and MDP is not anticipated until 2019. The WOASP is being undertaken concurrently with these planning processes in a collaborative manner to ensure statutory plan alignment as required under the provisions of the Municipal Government Act.



### **Land Ownership**

The plan area is owned by a number of different landowners with a variety of legal parcels and ownership areas.

The WOASP is a developer funded project sponsored by Tristar Communities Inc., Sandstone Springs Development Corp. and Hidden Valley Investments Ltd. The Town of Okotoks provides ongoing direction and guidance and remains the approving authority.

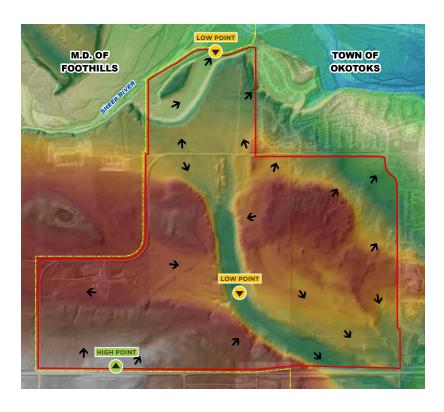






### **Topography**

- Terrain conditions within the plan area range in elevation from 1047.4 metres at the low point to 1207.5 metres at the high point.
- Highest elevations occur in the southwest corner while lowest elevations occur at the Sheep River and the central wetland.
- The landscape of the central portion of the plan area is influenced by rolling uplands with a valley and a large permanent shallow open-water wetland.







### **Attributes & Constraints**

#### **BIOPHYSICAL CONDITIONS:**

- The large central wetland has been Crown-claimed, meaning the provincial government owns the naturally occurring bed and shore of this water body.
- Environmentally Significant Areas (ESA's) have been defined including escarpments, aquatic/riparian habitat, and areas supporting wildlife.
- Slopes greater than 15% have been identified and will be evaluated further for slope stability and development suitability.

#### SHEEP RIVER FLOODWAY & FLOOD FRINGE

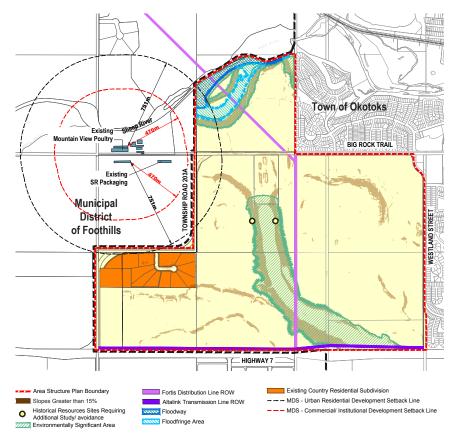
- The floodway and flood fringe of the Sheep River have been defined through a comprehensive flood risk assessment.
- · No development is permitted within the Sheep River floodway.
- Development within the flood fringe shall be subject to further technical evaluation and assessment.

#### HISTORICAL RESOURCES

 Two historical resource sites have been identified adjacent to the central wetland. Avoidance of these sites is proposed.

#### **ADJACENT AGRICULTURAL BUSINESS**

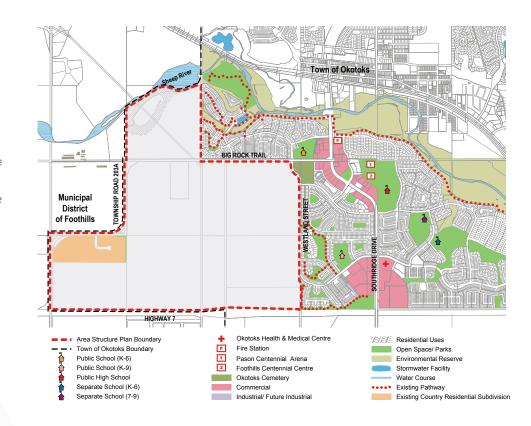
- Mountain View Poultry is situated west of plan area and consists of raising and processing chickens on site.
- Through coordination with the Natural Resources Conservation Board (NRCB), a suggested minimum distance separation (setback) of 751 metres for urban residential uses and 470 metres for commercial and institutional uses has been recommended. This operation and recommended setback has been considered in plan development.





### **Adjacent Amenities**

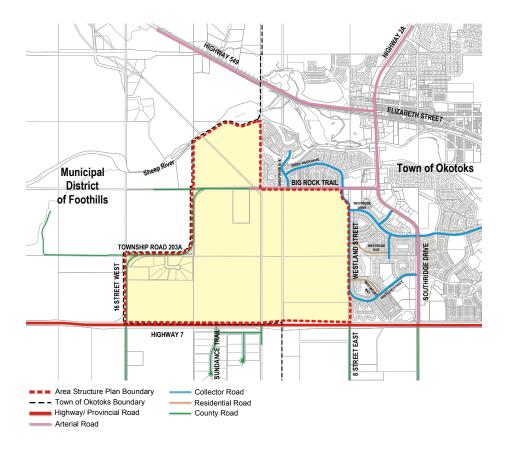
- Adjacent to established neighbourhoods of Sheep River Ridge, Westridge, and Westmount.
- In proximity to existing services, including regional retail, hospitality, and commercial uses.
- Nearby community facilities include the Pason Centennial Arena, the Foothills Centennial Centre, and the Okotoks Health & Wellness Centre.
- Adjacent open space features include parks and pathway systems and the Sheep River that contains escarpments, natural areas, and a continuous pathway system traversing west-east.





### **Existing Road Network**

- The existing major road network in relation to the plan area consists of Big Rock Trail, Township Road 203A and 16th Street, Highway 7, and Westland Street.
- The WOASP internal road network shall encourage vehicle movement within the plan area to the major boundary roads including Big Rock Trail and Highway 7 in order to minimize traffic impacts to the existing communities.





# **Vision & Guiding Principles**

#### **OUR VISION FOR WEST OKOTOKS**

The West Okotoks community will be an exciting and active community that caters to all demographics of Okotoks residents. The WOASP will develop as a complete community comprised of a number of distinct neighbourhoods that contain a diversity of housing options, commercial services, and recreational opportunities.





#### Integration with Existing Communities

The plan area will consider and respect existing development. Boundary conditions will complement and integrate with existing neighbourhoods, open space systems, institutional uses, highway corridors, and other key infrastructure conditions.





## Connection to Nature

Unique natural environments and landscapes within the plan area will be integrated into the community in order to respect their ecological role and to enrich the experience of Okotoks residents.





#### Places to Shop & Socialize

Urban Centres and Neighbourhood Hubs within the plan area will provide a variety of lifestyle services that meet the daily needs of residents.





## Diverse Housing Options

A range of housing form and density will be integrated throughout the plan area, offering choice to Okotoks residents, creating inclusive neighbourhoods, and allowing people to remain in the community through all stages of life.





## Active Transportation & Connectivity

The WOASP road and pathway network will ensure efficient movement of residents throughout the community while connecting the plan area to the regional transportation network and surrounding neighbourhoods.



# **Land Use Concept**



#### NEIGHBOURHOOD AREA

will contain a diversity of residential housing types, neighbourhood parks, and local roads that will provide housing opportunities and amenities for a variety of



#### URBAN CENTRE

comprehensively planned, mixed-use activity centres that serve the needs of the surrounding community (uses may include commercial, high density residential, and other compatible uses).



#### NEIGHBOURHOOD HUB

a focal point of a neighbourhood containing a small portion of local commercial uses, medium-high density residential uses, and an amenity space.



#### MAJOR OPEN SPACE

areas that are anticipated to remain as open space due to their environmentally significant features or due to geotechnical reasons.



#### OCO REGIONAL PATHWAY

a pathway system that connects key features of the community including open spaces, commercial areas, and school sites.



### POTENTIAL CEMETERY EXPANSION

and road closure of a portion of Westland Street to



POTENTIAL PUBLIC SERVICE/INSTITUTIONAL







### HIGHWAY INTERFACE AREA



## LOWER ESCARPMENT SPECIAL POLICY AREA

A policy overlay applying to lands situated within the lower escarpment. This area will require further technical analysis to address access management, and flood mitigation measures at the time of a future Outline Plan and Land Use Amendment application.



#### SCHOOL SITE (SHARED JOINT USE)

potential site for a shared school site containing two school buildings and associated play fields.



#### SCHOOL SITE (INDIVIDUAL SITE)

potential site for one school building and associated play fields.



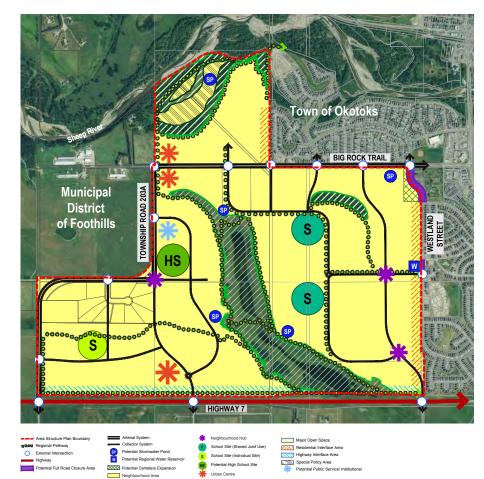
#### POTENTIAL HIGH SCHOOL SITE





# **Plan Statistics**

| Neighbourhood Area   326.4   806.4   76.19   | AREA STRUCTURE PLAN STATISTICS |           |       |         |              |  |  |  |
|--|--------------------------------|-----------|-------|---------|--------------|--|--|--|
| Urban Centres  14.2 35.0 3.3%  Major Open Space (Environmental Reserve & Municipal Reserve)  Potential Cemetery Expansion  1.6 4.0 0.4%  School Sites  S 16.2 40.0 3.8%  Potential High School Site  HS 8.1 20.0 1.9%  TOTAL 428.6 1059.0 1009  Gross Developable Residential Area Density Target dwellings  355.3 hectares (878.0 acres)  Approximate minimum number of dwellings  20-25 units per hectare (8-10 units per acre)  Approximate minimum Job Projection (at 8upa)  Approximate Minimum Population Projection (at 8upa) |                                |           |       |         | % of<br>Plan |  |  |  |
| Major Open Space (Environmental Reserve & Municipal Reserve)  Potential Cemetery Expansion  1.6 4.0 0.4%  School Sites  S 16.2 40.0 3.8%  Potential High School Site  HS 8.1 20.0 1.9%  TOTAL 428.6 1059.0 1009  TOTAL 428.6 1059.0 1009  Gross Developable Residential Area 20.25 units per hectare (878.0 acres) 20-25 units per hectare (878.0 acres) 20-25 units per acre)  Approximate number of people per dwelling  Minimum Population Projection (at 8upa)  Minimum Job Projection'  | Neighbourhood Area             |           | 326.4 | 806.4   | 76.1%        |  |  |  |
| CEnvironmental Reserve & Municipal Reserve &   62.2   153.6   14.59  | Urban Centres                  |           | 14.2  | 35.0    | 3.3%         |  |  |  |
| School Sites  S 16.2 40.0 3.8%  Potential High School Site  HS 8.1 20.0 1.9%  TOTAL 428.6 1059.0 1009  TOTAL 428.6 1059.0 1009  Gross Developable Residential Area Density Target minimum number of dwellings  355.3 hectares (878.0 acres) 20-25 units per hectare (8-10 units per acre)  Approximate number of people per dwelling  Minimum Population Projection (at 8upa)  Minimum Job Projection'   | (Environmental Reserve         | &         | 62.2  | 153.6   | 14.5%        |  |  |  |
| Potential High School Site  HS  8.1 20.0 1.9%  TOTAL  428.6 1059.0 1009  Gross Developable Residential Area  355.3 hectares (878.0 acres)  Approximate hectare (8-10 units per acre)  Approximate mumber of people per dwelling  Minimum Population Projection (at 8upa)  Minimum Job Projection'  | Potential Cemetery Expa        | ansion    | 1.6   | 4.0     | 0.4%         |  |  |  |
| Gross Developable Residential Area  355.3 hectares (878.0 acres)  Approximate minimum number of hectare (8-10 units per acre)  Approximate number of people per dwelling  Minimum Population Projection (at 8upa)  Minimum Job Projection'   | School Sites                   | S         | 16.2  | 40.0    | 3.8%         |  |  |  |
| Gross Developable Residential Area  355.3 hectares (878.0 acres)  Approximate minimum number of hectare (8-10 units per acre)  Approximate number of people per dwelling  Minimum Population Projection (at 8upa)  Approximate Minimum Job Projection'   | Potential High School Si       | <b>HS</b> | 8.1   | 20.0    | 1.9%         |  |  |  |
| Residential Area  355.3 hectares (878.0 acres)  Approximate number of people per dwelling  Minimum Population Projection (at 8upa)  Minimum Job Projection'  | TOTAL                          |           | 428.6 | 1059.0  | 100%         |  |  |  |
| Approximate number of people per dwelling  Approximate number of people per dwelling  Minimum Population Projection (at Bupa)  Minimum Job Projection'   |                                |           |       | num num | ber of       |  |  |  |
| number of people per dwelling  Minimum Population Minimum Job Projection (at Supa)  Projection'  |                                | hectare   |       | 7,024   |              |  |  |  |
| 20.770   | number of people               |           |       |         |              |  |  |  |
| 2.9 people 20,570 2,286  | 2.9 people                     | 20,370    |       | 2,286   |              |  |  |  |





## **Interface Areas**

#### **RESIDENTIAL INTERFACE AREAS**

- Adjacent to Westland Street: Proposed development in this Interface Area shall consist of low density housing in the form of single-detached units, fronting Westland Street, similar in form to existing houses on the east side of the street.
- Adjacent to Sheep River Ridge: Proposed development in this Interface Area shall consist of low density residential development that provide a compatible rear yard interface with adjacent development.

#### **HIGHWAY INTERFACE AREA**

- Development should consist of a high quality built environment that considers visual appeal, noise mitigation, and safety considerations.
- A regional pathway is proposed within the Highway Interface Area in order to provide a buffer from the existing transmission line and support connectivity to the pathway network on the south boundary of the community of Westmount.







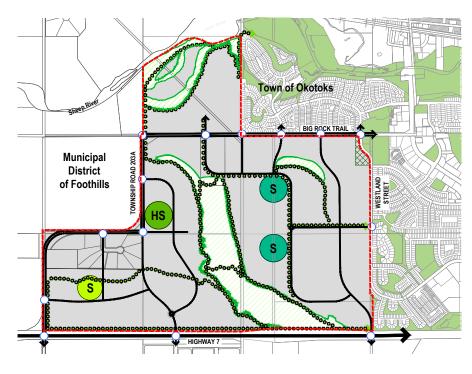


# **Open Space**

The Major Open Space system illustrated may be comprised of a combination of both Environmental Reserve (ER) and Municipal Reserve (MR) lands.

#### Key components of the open space system include:

- Central Wetland, escarpments, and areas with steep slopes.
- School Sites the plan has provided for 5 potential Kindergarten-Grade 9 schools and 1 potential High School.
- Neighbourhood Parks & Naturalized Parks Neighbourhood parks, linear open spaces, and local
   pathways will be delineated at the Outline Plan
   stage. Parks will accommodate passive and active
   recreation opportunities and act as focal points of
   neighbourhoods. Naturalized Parks adjacent to the
   Sheep River and central wetland are also encouraged.
- Potential Cemetery Expansion the Town has
  identified the need for additional cemetery land within
  the Town. The area adjacent to the existing Okotoks
  Cemetery is considered highly suitable for cemetery
  expansion. In order to ensure a cohesively planned and
  functional cemetery, a portion of Westland Street may
  be closed and consolidated with future cemetery lands.





Area Structure Plan Boundary
 Regional Pathway
 School Site (Shared Joint Use)
 School Site (Individual Site)
 Potential High School Site

Potential Cemetery Expansion

Major Open Space

Existing Open Space



## **Road Network**

#### REGIONAL ROAD NETWORK

The regional road network consists of major roadways that carry higher volumes of traffic, serve the surrounding regional area, and provide the plan area with connections to local and regional land uses.

Highway 7 is currently a two-lane Provincial Highway that will ultimately be upgraded to a four-lane divided cross-section. The three proposed Intersections along Highway 7 have been based on consultation with Alberta Transportation and are expected to be fully signalized.

Big Rock Trail traverses east-west through the Plan Area and is currently a municipal road to the edge of existing Town development. Future upgrades to Big Rock Trail will expand it from a 2-lane arterial road to a 4-lane arterial road.

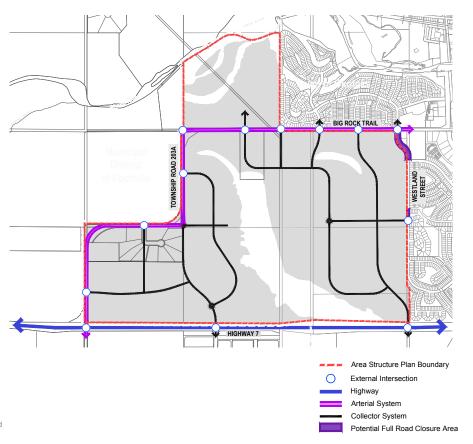
#### INTERNAL ROAD NETWORK

The collector road network within the WOASP will provide multiple routes and connections to the surrounding regional road network. The collector road network will help guide the location of local roads, which will be addressed at the time of future outline plan applications.

#### WESTLAND STREET

Multiple transportation options, scenarios and modeling for the plan area were completed to examine connectivity options and scenarios from the plan area to the surrounding transportation network. These modelling exercises examined the results of multiple connectivity scenarios on daily traffic volumes and intersection performance.

Based on the review of these results with the Town of Okotoks, the preferred option at this time, illustrated in this ASP, is for one collector road connection and the discontinuation (i.e. road closure) of Westland Street between Westridge Road and Westland View.



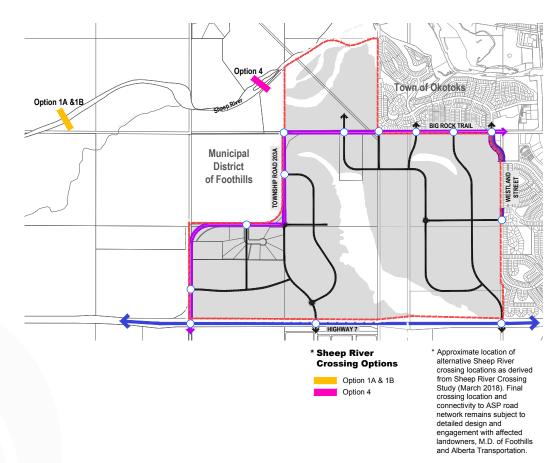


## **Sheep River Crossing Study**

The Town of Okotoks has undertaken a study to analyze ways in which to alleviate traffic congestion on Northridge Drive and address additional traffic generated by growth.

The DRAFT Sheep River Crossing
Functional Planning Study investigates
the impacts and benefits of potential
Sheep River crossing locations to
provide an ultimate connection between
Highway 549 and Highway 7.

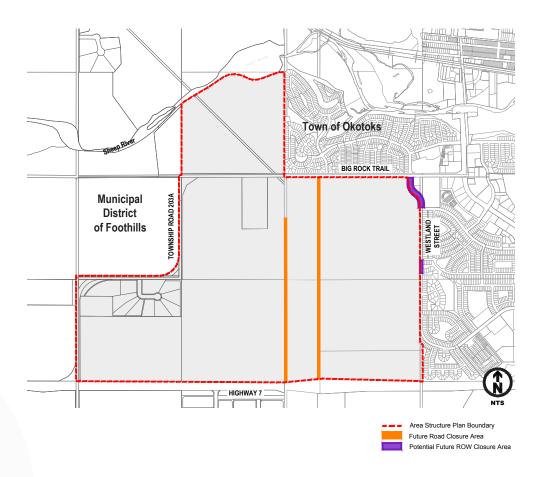
One of the potential river crossing locations (identified as 'Option 4') could impact lands within the northwest portion of the WOASP. The WOASP has recognized the status of this study and identified that lands in northwest quarter should be protected until a determination is made by the Town on the final alignment of the 'West Bypass.'





## **Road Closure Areas**

- Existing road rights-of-way within the WOASP area may not support urban development and may need to be closed and consolidated.
- An existing section of Westland Street between Westridge Drive and Big Rock Trail, just west of the cemetery, may be closed in order to support the potential expansion of the existing Okotoks Cemetery.
- A portion of Westland Street between
  Westridge Road and Westland View may
  be closed in order to provide a disconnect
  along Westland Street and minimize traffic
  impacts from the WOASP on adjacent
  communities.



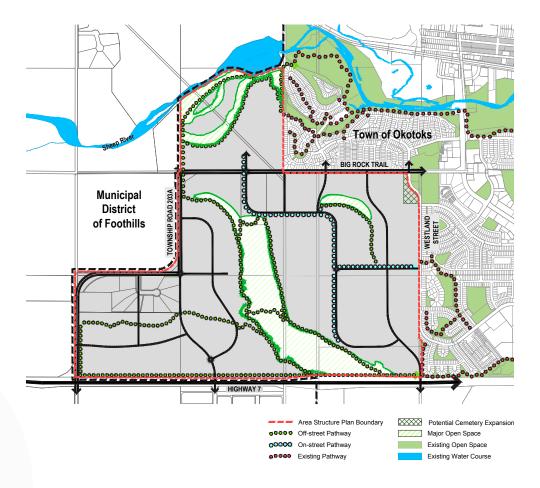


# **Pathways**

The extensive regional pathway network proposed within the WOASP will promote active modes as a way of life in the community. The intent of the regional pathway network is to provide safe and attractive routes that allow residents to enjoy nature, walk their dog, ride their bike, get to school, or walk to local services.

## The WOASP will contain a combination of off-street and on-street regional pathways:

- The off-street pathways will be integrated with open space features including natural areas, neighbourhood parks and linear parks, and school sites.
- The on-street pathway system is integrated within the road right-of-way area and follows the major street network.

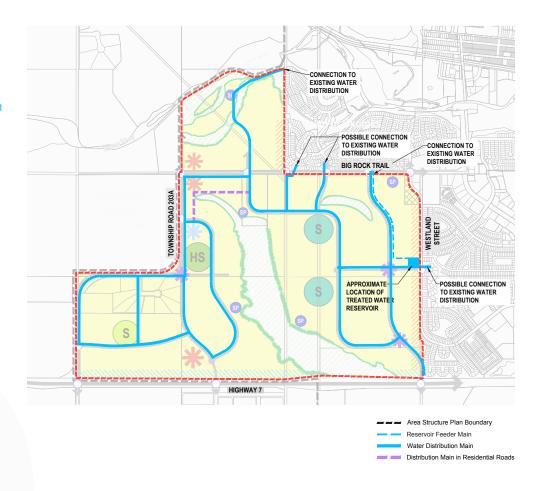




# **Servicing - Water**

A new reservoir is required within the WOASP lands to provide greater capacity for the southwest area of the Town. The new reservoir will need to be tied into the existing network and a new transmission main may need to be constructed to connect the reservoir to the water treatment plant. These requirements are currently being determined by the Town of Okotoks.

At the time of land use amendment, the ASP lands will adhere to the Water Allocation System for Planning Approvals Policy 11-02 to ensure there is availability of water capacity for any new subdivisions within the Plan Area.



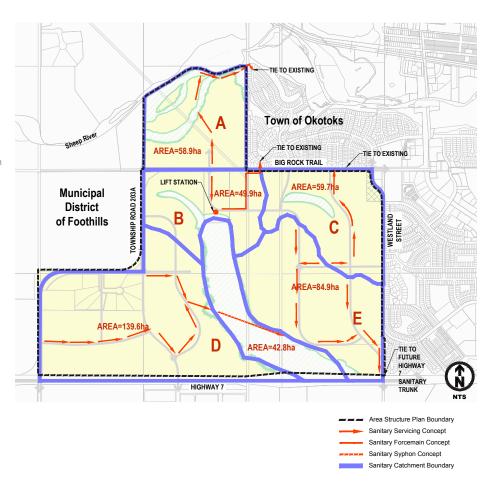


# **Servicing - Sanitary**

Sanitary Servicing shall be provided to the WOASP area in a manner consistent with the Town of Okotoks approved Sanitary Servicing Master Plan.

The lands within the WOASP are divided into 5 sanitary wastewater catchment areas:

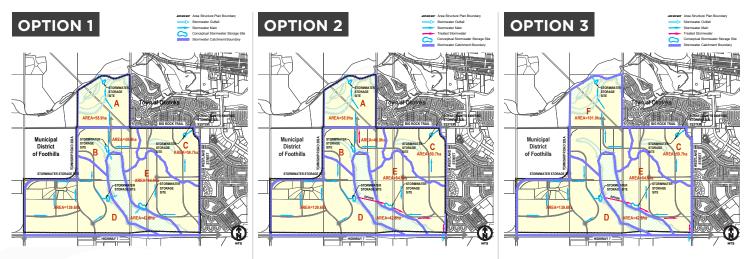
- Catchment A is located north of Big Rock Trail. The sanitary collection system within this catchment area will connect to the existing network at a tie in point in Sheep River Cove.
- Catchment B is located in the northwest section of the lands south of Big Rock Trail. This catchment area drains to the south. A sanitary lift station will be required to service this area. The lift station will drain the catchment through a sanitary force main which will be located in the roads and will connect to the existing network at a tie in point in Sheep River Heights.
- Catchment C is located in the northeast section of the lands south of Big Rock Trail. This area drains to the northeast and will be connected to the existing network at a tie in point in Sheep River Drive at Big Rock Trail.
- Catchment D and E are located in the south section of the WOASP lands. These areas will be serviced by a connection to the future Highway 7 Sanitary Trunk.





# **Servicing - Stormwater**

The plan area consists of five drainage catchments. Catchment A north of Big Rock Trail drains north directly into the Sheep River. Catchment C drains northeast into existing municipal infrastructure. The remainder of the lands currently drain into the existing wetland feature in the centre of the plan area before discharging in a southeasterly direction under Highway 7. Three stormwater management options are under consideration.



**OPTION 1** - Catchment Areas B, D and E each have their own stormwater pond that discharges into the existing wetland feature before draining in a southeasterly direction under Highway 7. This option is currently not permissible by Alberta Environment and Parks (AEP).

**OPTION 2** - Catchment B stormwater pond discharges to Catchment A stormwater pond, and ultimately to the Sheep River. Catchment D will drain east through a syphon under the wetland to the proposed stormwater pond in Catchment E. The combined drainage of Catchment D and E will be conveyed in a southeasterly direction under Highway 7.

**OPTION 3** - Catchment Areas A & B have been combined into one catchment area (labeled as 'Catchment F') with one stormwater pond serving the entire area. The drainage system for Catchment D and E are the same as outlined in Option 2.



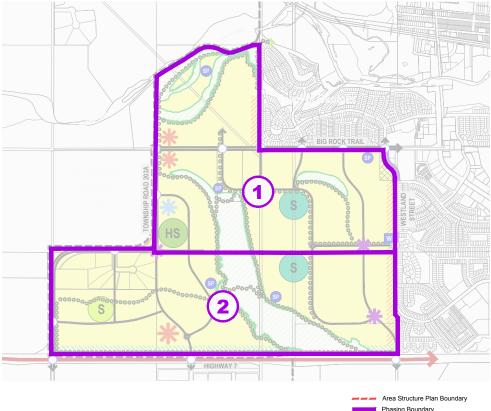
# **Phasing**

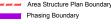
Based on the projected population of the WOASP area (20,370) and the projected population growth rate of the Town, full build out of the plan area is estimated at 50 - 60 years.

The general direction of phasing in the WOASP is from east to west.

Phase 1 may be developed **concurrently** based on the provision of adequate servicing infrastructure.

Phase 2 is longer term lands that require significant servicing upgrades and may be developed as servicing infrastructure becomes available.







# Next Steps & Contact Information

## Thank you for taking the time to attend the information session.

The following timeline is the anticipated next steps for the West Okotoks Area Structure Plan (ASP) project:



#### **JULY-AUGUST 2018:**

- The ASP is currently being reviewed by the Town of Okotoks and external regulatory bodies and agencies. Comments back from these agencies are expected in July/August 2018.
- Feedback from today's Residents Information Session will be gathered and reviewed.
- The West Okotoks ASP team will review all comments and feedback and consider revisions to the ASP accordingly.

## **TO**

#### FALL 2018:

- A Public Open House will be held for all members of the public to attend.
- · Feedback will be reviewed and the ASP will be revised accordingly.
- A 'final' version of the ASP will be submitted to the Town of Okotoks.

## 0

#### LATE 2018- EARLY 2019:

 The ASP is anticipated to go to Council for Public Hearing and consideration for approval. If you have comments regarding the West Okotoks ASP, please fill out the feedback form provided and drop off at the registration table at the front entrance.

If you have further questions regarding the West Okotoks ASP, please contact our Engagement Specialist:

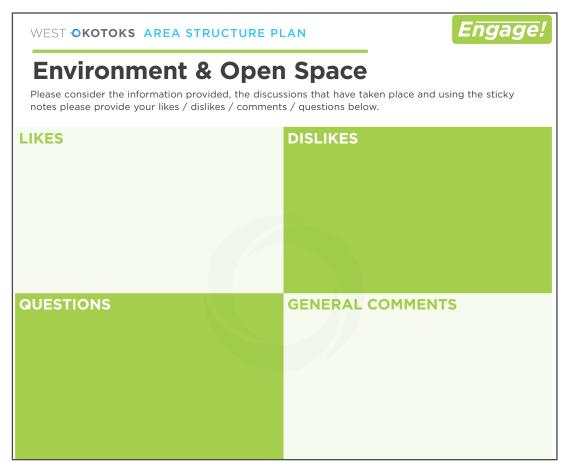


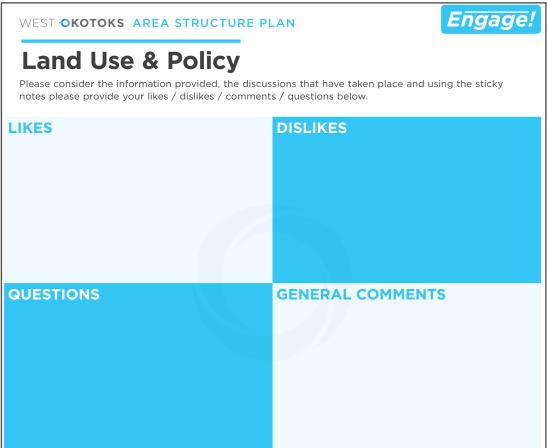
BLAISE FONTAINE
B&A Planning Group
engage@westokotoks.com
403-692-5231

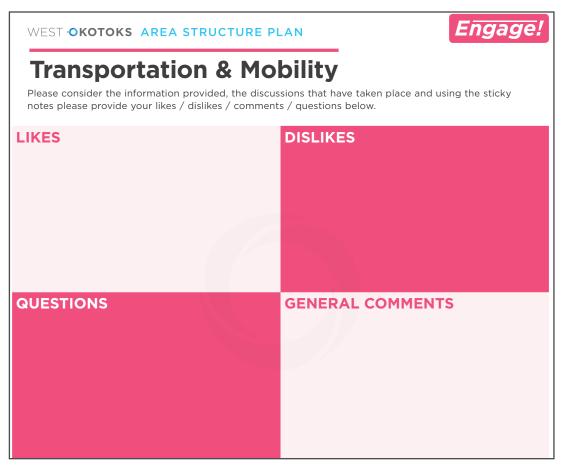


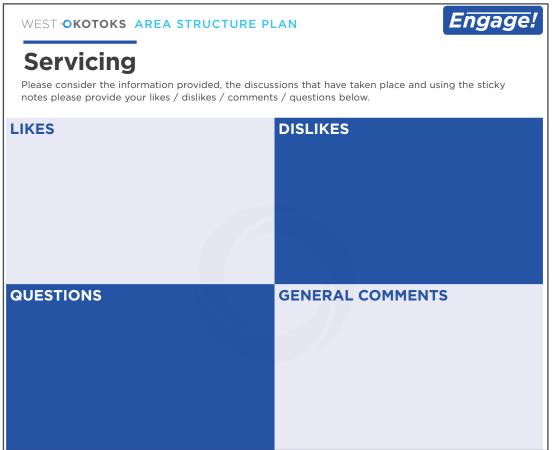


# **Appendix D:**Information Session Engagement Stations











**Appendix E:**Information Session
Feedback Form



June 28, 2018 Resident Information Session

# FEEDBACK FORM

## Thank you for attending!

Thank you for attending the West Okotoks Area Structure Plan resident information session. Please consider the information provided, questions posed below and provide your feedback. Please leave completed feedback forms at registration table or email to <a href="mailto:engage@westokotoksasp.com">engage@westokotoksasp.com</a> prior to July 6, 2018.

## Items to Consider:

| Did the information provided help you understand and evaluate the project? |  |  |  |  |
|--|--|--|--|--|
| How satisfied are you with proposed D                                      | RAFT land use concept and DRAFT policy directions? |  |  |  |
| What elements of the DRAFT WOASP   | are most important to you?                         |  |  |  |
| Neighbourhood Areas  | Pathways   |  |  |  |
| Urban Centres  | Open Space System                                  |  |  |  |
| Neighbourhood Hubs   | Road Network                                       |  |  |  |
| Interface Areas  | Other  |  |  |  |
|  |  |  |  |  |

What do you like most about the DRAFT WOASP?

What do you dislike most about the DRAFT WOASP?

How would you like to be kept informed and engaged in future?



| Feedback & Comments on DRAFT WOASP |  |
|------------------------------------|--|
|                                    |  |
|                                    |  |
|                                    |  |
|                                    |  |
|                                    |  |
|                                    |  |
|                                    |  |
|                                    |  |
|                                    |  |
|                                    |  |
|                                    |  |
|                                    |  |
|                                    |  |
|                                    |  |
|                                    |  |

Comments provided will be summarized and evaluated to inform ongoing refinements to the West Okotoks Area Structure Plan prior to Town of Okotoks Council consideration.

For future project updates, please visit:

www.westokotoksasp.com







## **Appendix F:**

Information Session Feedback Transcribed and Tabulated

## West Okotoks Area Structure Plan - Resident Information Session - June 28, 2018 Feedback Received Coded by Primary and Secondary Classification

| ASP Classification                        | ASP Subclassification | ID  | Comment  |
|---|-----------------------|---|--|
| Plan Area &<br>Background                 |                       | 21  | Land erosion?  |
| Information                               | Constraints           | 62  | The field directly behind Westmount Circle has large amounts of runoff from the snow each spring. Even with pumps running to help move water, numerous houses and yards along Westmount Street flash flood causing water damage.                             |
|   |                       | 66  | Any consideration given to relocating the poultry plant? It smells disgusting and I doubt anyone will want to buy houses adjacent to it. I live approx 1 km from it and the smell is unbearable at times.  |
|   |                       | 71  | Will the developer remove the garbage pile that has been rotting there for farmer to drive around for 7 years?   |
|   |                       | 113   | Chicken farm traffic increase has already proven to be a major disturbance.  |
|   |                       | 207   | If you build on a wetland, and it floods all the houses and stores you built there will be washed away. Wet lands drain the water into there roots.  |
| Community &<br>Neighbourhood<br>Framework | Neighbourhood Area    | 1   | Dislikes (Diverse Housing Options)   |
|   |                       | 7   | This project should NOT be as dense as the new Darcy development!! I do not want to pass my neighbour a bowl of sugar through the kitchen window - more space between houses please (the D'Arcy development is a BIG disappointment!)                        |
|   |                       | 11  | We hope that plans include single family bungalows, condos and senior complexes.   |
|   |                       | 22  | Low income housing? Tiny Home Community? Mobile Home Sites?  |
|   | 72                    | There is a lot of creative research and design done to better suit the environment and emerging interest in environmental issues. Resulting architecture can be a little different and does not seem supported by large developers. Leave provision for creativity! |  |
|   |                       | 78  | Please offer large estate lots, and not "South Calgary" style row housing. This is most important factor.  |
|   |                       | 80  | Take the idea of right-sizing housing very seriously. Okotoks has too long focused on specific demographics - young families and high income families. We need greater variety of options for young couples, empty- nesters and those wanting to right-size. |

| Res<br>Are | idential Interface 25<br>a | The pathway system/green space should extend along the back of the existing homes on Sheep River Heights to help protect these residents' investments. The new pathway could easily tie into the existing pathway system.  |
|------------|----------------------------|--|
|            | 37                         | As a resident on the highest part of Westland Street we have an excellent view of the mountains. We would like to have that view preserved as much as possible either through green space or single storey housing opposite.   |
|            | 41                         | Don't understand interface area  |
|            | 45                         | Loss of view to tourists that come especially to take pictures of scenery/backdrop   |
|            | 51                         | Close house spot for view & inspiration for writing etc will lose that   |
|            | 53                         | Housing type on Westland St. should match existing, i.e no front drive garages immediately south of cemetery   |
|            | 54                         | Great concern of losing property value by blocking the mountain panorama   |
|            | 74                         | Would like to see build setback fairways from Westland St.   |
|            | 75                         | I'm concerned with the connector road between Big<br>Rock Trail and Hwy 7. Directly behind Westmount Circle.<br>It will run very close to existing homes. My concern is<br>for noise, safety & privacy problems created by a main<br>connector road.   |
|            | 83                         | We live in this beautiful community because of the view & do not want that taken away!   |
|            | 90                         | Residential Interface Area - West Sheep River Ridge - it would be preferred to have a "buffer zone" between the communities, a walkway, or open space would be acceptable.   |
|            | 92                         | Green Space/pathway behind Sheep River Heights - premium properties need green space!!!!   |
|            | 93                         | Also I am concerned about architectural controls for adjacent houses already built on Westland ST. Vinyl siding vs James Hardy board.  |
|            | 12                         | We need a highway interface sound protection on Big Rock NOW.  |
|            | 13                         | A sound / noise barrier is a requirement for all residents along Big Rock Trail. The impact of this development will interfere with the quality of life of all residents. Not only the noise but dust from this development will be a huge factor to their quality of life. The present development at D'Arcy Ranch is a much greater distance from nearby residents. These residents have had not only noise but dust to contend with even at these early stages. Big Rock Trail is much closer to residents! |

| Open Space | Environmental<br>Reserve                      | 57  | Wildlife stops and feeds there are quite a variety of them spotted   |
|------------|---|-----|--|
|            |   | 73  | SW Slopes are beautiful, please do not flatten.  |
|            |   | 76  | Do not remove trees cluster atop hill, this should be made to integrate with park and pathways.  |
|            |   | 144 | I do like that you will be preserving the natural area.  |
|            | Regional Pathway<br>& Active Modes<br>Network | 204 | I don't like that the pathway/greenspace doesn't come behind my house on Sheep River Hts. We are th only block of houses in our neighbourhood that won't have one behind the houes. This affects the resale value of my home.  |
|            | Naturalized Parks                             | 125 | I also want to see the berm/green space separating the new communities from Sheep River Heights and Sheep River Cove as this should be extensive to protect these areas. I would also want to see the plans for protecting the river valley and the pathways and natural areas leading to and within the area. |
|            |   | 173 | For transition - please add green space here and connect the pathways  |
|            |   | 174 | LARGE Greenspace so home values are not impacted   |
|            |   | 189 | Use existing road N/S to range along pland boundary (Sheep River) as green space   |
|            |   | 202 | Like the open space, the forest and the animals land   |
|            |   | 205 | Would like green space along Westland Street opposite houses with a mountain view.   |
|            |   | 208 | Like the idea of keeping the open spaces and/or forestry, good recreation  |
|            | Potential Cemetary<br>Expansion Area          | 109 | The cemetery expansion is a good idea.   |
|            |   | 136 | Cemetery expansion is an excellent idea.   |
|            |   | 185 | Cemetary expansion   |
|            |   | 188 | Cemetary expansion should be bigger  |
|            |   | 191 | The plan for cemetary expansion seems inadequate when the plan is to triple the population of Okotoks  |
|            |   | 203 | Cemetary expansion too small for 60,000-80,000 ppl.  |
| Mobility   | Future Engagement                             | 139 | Biggest concern is Westland Street traffic. The proposed blocking of Westland is the only approach to prevent issues and divert traffic flows. This must be done!  |
|            | Regional Pathway<br>& Active Modes<br>Network | 42  | The Sheep River pathway system should connect to the new communities so they are able to make use of those paths.  |
|            |   | 77  | Good to see pathways in the plan. Give some attention to needs of foot traffic versus cyclists. There is not complete compatibility. I walk a great deal and find many cyclists are not respectful of foot traffic.  |

|  |                          | 99   | You talked about more pathways but you don't do snow removal so what is the point of a pathway.   |
|--|--------------------------|--|---|
|  | 176                      | Continue regional pathway system behind residences                 |   |
|  |                          | 177  | Connect to pedetrian walkway along Big Rock Trail   |
|  |                          | 195  | Continue hiking trail down the plan boundary as a buffer  |
|  |                          | 199  | No buffer zones or walking paths behind houses along<br>Sheep River Heights. Why?   |
|  | Internal Road<br>Network | 58   | Imperative that proposed road through the first developed area have a separate "construction road".   |
|  |                          | 63   | Please no roundabouts.  |
|  |                          | 96   | We are in Westridge Creek. People speed through our community now - even with a playground. Pay no attention to the stop sign. The town must at the very least mitigate further traffic through existing streets - speed bumps, more road restrictions. We have a real safety and traffic concern with this development across from us. It must be addressed and made a priority. |
|  |                          | 107  | Back lanes should be big enough for people to park in.  |
|  |                          | 128  | Roads and back lanes need to be big enough to accommodate proper traffic flow unlike areas in Cimmarron where two vehicles can't drive past each other.   |
|  |                          | 143  | The areas most important is the road network (traffic control). All elements in developing the area are also important but at this time we don't plan to move into the area our concern would be with road development.   |
|  |                          | 147  | Is it currently proposed that Westland Street will be closed at the Okotoks Cemetary pending its expansion to the west in the future?   |
|  |                          | 154  | Concerns on the road noise off of Big Rock Trail and houses that back on to it. Would appreciate not adding additional lanes & reducing the amount & speed of traffic on the road. Safety issue as well as noise issue  |
|  |                          | 155  | If Big Rock will be an arterial system how will you reduce the noise on homes adjacent to Big Rock? Offset similar to homes on Hwy 2A?  |
|  |                          | 156  | If Big Rock Trail is intended to become a major roadway, can it be moved south and further away from the existing homes?  |
|  | 157                      | Noise on Sheep River Development for those near Big<br>Rock Trail. |   |
|  |                          | 158  | Continue to not accommodate those with mobility issues for access. Continue to crush it!  |
|  |                          | 159  | Double the traffic with an already dangerous access utilizing the street.   |
|  |                          | 160  | Not a family friendly oriented lane of traffic  |
|  |                          |  |   |

| I | I             | 1   |  |
|---|---------------|-----|--|
|   |               | 161 | Attracting bypasses due to the limiting access to our homes  |
|   |               | 162 | Noise and safety concerns at connector road at highway #7. Directly behind Westmount Circle.   |
|   |               | 163 | Do not want the road off of Westland Street  |
|   |               | 164 | Lights on Hwy 7?   |
|   |               | 165 | Westland street is already a cut through road, will it be twinned?   |
|   |               | 166 | I don't like the Rd having access at Westland St. Not required!  |
|   |               | 167 | Big Rock Trail backing homes would appreciate the interfaces that are planned for the other areas.   |
|   |               | 168 | Traffic lights at Big Rock Trail & Sheep River Dr. will tur<br>Sheep River Dr into a parking lot in front of my home<br>during peak traffic times.   |
|   |               | 169 | Noise & esthetics on Big Rock Trail - Homes backing onto this road have large pie lots w/ berms. Would like trees, open space, matching berm, noise solution.  |
|   |               | 170 | Buffer Zone?? No interface?  |
|   |               | 172 | Concerned about traffic on Big Rock Trail. Are they twinning?  |
|   |               | 178 | Having access at Westland St.  |
|   |               | 179 | Access road to Westland St does not need to happen   |
|   |               | 180 | Big Rock Trail must be twinned before construction starts & buffers for existing residents   |
|   |               | 181 | Twin Big Rock Trail First  |
|   |               | 182 | What are you doing about the existing congestion on Southridge Drive before you develop further?   |
|   |               | 183 | Big Rock Trail going through an elementary school and cemetary!! Really?   |
|   |               | 184 | A wall/barrier is needed on Big Rock Trail to protect homes on north side  |
|   |               | 186 | Big rock Trail should have berming noise barrier   |
|   |               | 190 | Leave Sheep River Crossing away from us  |
|   |               | 200 | Big Rock Trail should have an "interface area"   |
|   |               | 201 | Trees along Big Rock Trail   |
|   | Regional Road | 3   | Traffic will be a nightmare.   |
|   | Network       | 8   | In our opinion Big Rock Trail must be widened or twinned before construction to facilitate movement of construction equipment and to ensure the safety of students of Big Rock School crossing Big Rock Trail. |
|   |               | 9   | We were pleased to see the developers are mindful of possible traffic from the new area moving through the existing area of Westridge.   |

| 14 | Please inform of us the plan for Big Rock Trail, Southridge Drive, water rights, a sewer system that does not go through residential neighbourhoods. A highway that does not go through a school yard and cemetery. Show us a plan that works for the citizens of this town. Or pay us FMV for our homes so we can relocate to a municipality where their government listens! |
|----|---|
| 15 | I hope the suggested expansion and termination of Westland St. will be something that is applied. More traffic on this road because of the development position the town at a high risk.  |
| 16 | Westland St. traffic is something that needs to be configured correctly. It has become an extremely busy road and not safe for our children.  |
| 18 | Big Rock Trail & Westland St. Must be Twinned! Before Construction starts!  |
| 24 | Southridge Drive & Big Rock Trail cannot support this.  |
| 30 | How will Southridge Drive handle traffic - will there be new route?   |
| 32 | Busy streets in residential front   |
| 34 | There is a service road already there, but it would not be fair to make it a major through road.  |
| 40 | Huge concerns re: plan for Big Rock Trail and homeowner land value for those that back onto this road. Additional lanes, traffic, lights & noise will greatly affect our home values.   |
| 43 | Current roads/streets are currently narrow - what are you going to do about it and how are you going to take responsibility for the additional traffic issues.  |
| 44 | - Cutting off WESTLAND STREET is a dumb idea. Where and why do you think the current residents are going to drive an additional 1 1/2 km to get to their current destination?   |
| 46 | Very important that traffic along Westland ST. so the traffic is not like that of Cimarron Blvd.  |
| 48 | Traffic details PLEASE.   |
| 49 | Living on Westmount Circle, does that mean we are going to have a major road in our backyard?   |
| 56 | Closure of Westland St. at Middle will reduce present collector and speeding traffic - excellent idea.  |
| 67 | Road closure length is a concern and should not happen (Westland St). I take my son to Big Rock School every day.   |
| 70 | The proposed closures of Westland Street must happen. It is already a "cut-through" road and in the 7 years we have lived there the traffic has constantly increased.   |

|  | 79  | I talked to Colin (ref) the Big Rock Trail heavy traffic and noise. Especially from the commercial trucks and traffic flying through from Black Diamond as a short cut. Please consider diverting this area to suggest other directions from Sheep River Blvd and Big Rock Trail.  Also the water situation is bad in the 18 yrs we have lived here. Please solve this problem before expanding the area for development                         |
|--|-----|--|
|  | 84  | The road closure on Westland Street by the "Potential Regional Water Reservoir" [W] does not make any sense. It will force a huge amount of traffic south on Westland St. If the main road coming east/west out of West Okotoks was moved North two houses it would make more sense. That small road pc being closed is unnecessary!   |
|  | 89  | The closure of Westland Street will add inconvenience and time to many commutes!   |
|  | 91  | Meeting waste of time - no open questions. No infrastructure info given. Big Rock Trail small road. No timelines given. Everyone gave different information!!! No town council who wanted to add comments.   |
|  | 94  | The general plan seems to be well planned and organized, but there seems to be a lot of questions about  |
|  | 98  | I live on Westland St. and don't love how you are choosing to close it at two points. I understand the grave yard but the 2nd closure by the potential regional water reservoir makes no sense. If you are concerned about two intersections close to each other why not move your collector system Rd to meet up with the intersection to the North.  |
|  | 100 | Increased traffic on Big Rock Trail  |
|  | 101 | Before any development begins on the new development, the road system around this WOASP has to be upgraded. Big Rock Trail needs to be 4 lanes. The intersection at #7 Hwy & Southridge Drive is a joke.   |
|  | 105 | Traffic light at Big Rock Trail & Sheep River Drive will turn it (Sheep River Dr.) into a parking lot.   |
|  | 106 | Traffic for this development should feed to Hwy 7, and not Big Rock Trail. There are few other examples where residents' back yards (existing houses in Sheep River Hts and Sheep River Ridge) are as close to a 4 lane arterial road as what this plan is proposing. There is also a school zone along Big Rock Trail with a crosswalk at the intersection of Westland St. I fear for the safety of any students trying to cross a 4 lane road. |
|  | 108 | Take the entrance road off of Westland Street increases traffic.   |

| 110 | As we live bordering Big Rock Trail, our concern is traffic on that road, the congestion, access to the new development and general overload of the Trail.   |
|-----|--|
| 111 | The quality of life for residents bordering Big Rock is of great importance to us - the construction traffic on Big Rock and the dust generated over the years of construction could effectively ruin our place - the road must be twinned before the construction begins.   |
| 112 | Big Rock Must be twinned before the construction begins!!  |
| 117 | The fact that the BRT is a residential street tells me that, either the town of Okotoks and/or the WOASP do not take in consideration the fact that this road is allowed to be misused and abused as a trucking road and as a shortcut and access road for businesses located outside of the approved Okotoks Annexation Plan.   |
| 118 | The town of Okotoks needs to change the Transportation Bylaw 12-11 so that the BRT in reality becomes a true residential street as it is supposed to be regardless if it becomes a divided street in both directions.  |
| 119 | According to the concept map you have a street entering BRT at the Sheep River Heights residents corner,   |
| 124 | My initial concern would be about traffic and additional noise along Big Rock Trail which needs to be widened considerably and noise attenuation addressed with increased traffic. I am also concerned how close the main entrances to the new neighborhoods are to Sheep River Heights entrance. I would want it to be considerably west to reduce noise and congestion.  |
| 130 | Transportation in regards to Big Rock Trail,BRT for short,myself included.   |
| 131 | I suggest that the Town keep any vehicle with 5, or more axels off the BRT by installing ``no truck turning`` signs on both N and S sides of the intersection of Southridge drive and BR Trail and follow that up with proper enforcement of the issue. There also needs to be a ``no trucking`` sign at the west end of the BRT where the town limits ends, so to force them to go where they should be to highway # 7. |
| 132 | This is the most dangerous place to have an intersection. The present topography where that intersection is planned creates a serious visibility problem for vehicles entering or exiting the BRT, thereby endangering lives.  |

|           |       | 133  | The hill that is there needs to be taken down totally to the level of the BRT itself or lower, so as to accommodate clear vision in all direction. We already have had fatalities at that point, so it is imperative that we address the issue. If the power lines need to be moved, that is a major issue. LIVES MATTER!!!   |
|-----------|-------|--|---|
|           |       | 135  | WITH NO TWINING OF BIG ROCK TRAIL AND CONSTRUCTION OF A NOISE BARRIER THIS WILL NO LONGER BE THE  |
|           |       | 141  | I was more interested in knowing as a property owner adjacent to this site on the north side (my backyard faces big rock trail) what was going to be done for traffic control. Big Rock Trail is a road that is used every day by hundreds of vehicles. My concern is noise levels of the traffic. We do not have a 6 foot fence of any type of sournd barrier. It is already very noisy and our concern is with the increased traffic will we be able to sit out side or sleep at night with the increased traffic. Big rock trail is also used by racers and we worry about the accidents that could happen with the increased traffic as the RCMP have not been able to curb the racers. |
|           |       | 171  | Concern re: volume & speeding on Township Rd 203A - Smooth out curves?  |
| Servicing | Water | 6  | There is no water plan, which is very important, if we want to see the numbers. Why the expansion in Darcy and here? When someone sees this comment, I know it will be thrown in the garbage because we have no say.  |
|           |       | 19   | Where's the water coming from?  |
|           |       | 26   | Prior to allowing any development, the water pipelines from Calgary should be built. The "bandaid" approach used in the past should not be permitted.   |
|           |       | 31   | Current water pressure and restrictions exist. Where is the water coming from?  |
|           |       | 33   | Town can't answer anything about water, give up on the license explanation - we're not buying it anymore.   |
|           |       | 50   | Where is the water?   |
|           | 61    | Water shortage   |   |
|           |       | 68   | Should we have water first.   |
|           |       | 82   | Water use will be to take it out of a pond (quite advance)  |
|           | 88    | What about water situation.  |   |
|           | 95    | Until the water supply is determined none of this development should go ahead. |   |
| 1         |       | 104  | We have no water - I am currently restricted on outside   |

|  |            | 115 | Water is a given - will construction commence before adequate water is obtained?? We have water shortages now.   |
|--|------------|-----|--|
|  |            | 120 | Water pressure is a serious problem in Sheep River Heights, and since you are designing a totally new pressure system, you also have to consider improving not worsening the water pressure issue in our neighborhood.   |
|  |            | 126 | We are not opposed to development however, WATER IS ALREADY LIMITED, and so although this was underplayed, it is a huge concern for all residents in our town. With the taxes we pay we should not be limited to watering 2x a week. THE WATER ISSUE FROM THE TOWN SHOULD BE RESOLVED BEFORE PROCEEDING.   |
|  |            | 138 | POTENTIAL REGIONAL WATER RESERVOIR??? Are we just taking water from present residents?   |
|  |            | 146 | We limited water and 3 other areas being developed I wonder if the development is really needed at this time.  |
|  |            | 150 | Is a long-term hydrologic and hydrogeologic study<br>being completed for the wetland area such that a good<br>understanding of the existing water balance is achieved<br>prior to development?   |
|  |            | 152 | Is there an existing overland outlet from the wetland area (i.e. drains by gravity) without the need for future pumping in the case of high water levels or an emergency?  |
|  | Sanitary   | 114 | Since we reside directly east and adjacent to the lot where the water and sewer lines ext. are supposed to go ,we want ironclad guarantees that there be no open lids ,vents , screens or pumps of any kinds, that create noise or smell, not until well past the south side of the proposed divided BRT   |
|  | Stormwater | 20  | Fecal chloroforms & fertilizer draining into the Sheep<br>River?   |
|  |            | 148 | Is the proposed storm water management pond in the Sheep River valley in the correct location? It appears to be within the Sheep River floodway which would be susceptible to flooding and therefore damage during flood events (e.g. the flood of 2013). If it is in the correct location, how is it proposed to get piping to its location? Are there not environmental constraints to construction in the floodway? |
|  |            | 149 | With the increase of hard surfaces after development, how will water levels be maintained in the wetland area especially if the bulk of runoff is piped for discharge to the Sheep River or offsite to the southeast?  |
|  |            | 151 | Will long-term continuous simulation of the wetland area, considering different development scenarios, be completed?   |

|                             |                   | 153 | While I understand the principles of a storm water siphon system to move storm water from one side of the wetland to the other, are these not highmaintenance features? Also construction either from above or below he wetland would likely be intrusive on the wetland itself.   |
|-----------------------------|-------------------|-----|--|
|                             |                   | 175 | Every year heavy spring runoff floods field and backyards along Westmount Circle.  |
| Implementation              | Phasing           | 35  | What are dates of future development - we don't care about history.  |
|                             |                   | 87  | Conflicting answer regard the plan, roadways. No one could give definite answers to when it will start and where.  |
|                             |                   | 121 | CONCERNS THAT THE INFRASTRUCTURE IS NOT THE FIRST PHASE OF THIS PROPOSAL The Big Rock Trail should be completely twined prior to any development to limit the impact on residents.   |
| Communications & Engagement | Future Engagement | 2   | Another public open house Fall 2018.   |
|                             |                   | 4   | We had no opportunity to speak to anyone.  |
|                             |                   | 10  | Look forward to future open houses and info sessions as the project gets closer to shovels on the ground.  |
|                             |                   | 17  | Good presentation overall, open question would have been more productive. Unfortunately, there were too many "stories" from the different reps in attendance on start dates and execution.   |
|                             |                   | 27  | When are we going to have meaningful discussions?  |
|                             |                   | 36  | When are you going to send the powerpoint presentations?   |
|                             |                   | 39  | When are we having a TOWN HALL?  |
|                             |                   | 47  | As a close proximity resident I attended the so called ``engagement session`` with WOASP, that turned out to be nothing but an information session of broad outlines of the west Okotoks development, with no allotted time for a Q +A for the residents. This is certainly not the way a lot of residents want to or should be treated. |
|                             |                   | 59  | Is there an online feedback opportunity  |
|                             |                   | 60  | It is impossible for a proposal to be effectively evaluated without detailed information. A wish list is not enough representation. The representatives for specific questions would not or could not give answers.  |
|                             |                   | 65  | This needs to be presented to the public in the scaled definitive manner that it is being considered for development.  |
|                             |                   | 85  | Conflicting answers when asking questions to individuals at presentation.  |
|                             |                   | 86  | No real info given.  |

|                  |              | 102 | Please ensure that the presentation and information  |
|------------------|--------------|-----|--|
|                  |              |     | boards are made available promptly on the website, and encourage further feedback. Some of us like time to think about what has been presented, & provide comment after due deliberation.  |
|                  |              | 122 | The information assisted in understanding and evaluating the project -The proposed draft land use concept and policy direction seemed so far advanced WITHOUT RESIDENTS FROM AREA INPUT. OUR TOWN COUNCIL SHOULD BE RESPONSIBLE FOR INFORMING RESIDENTS WHEN THESE PROJECTS ARE FIRST INITIATED AND OBTAIN IN PUT FROM US, NOT WHEN SO MUCH TIME AND RESOURCES HAVE ALREADY BEEN ALLOCATED TO THE PROJECT. ULTIMATELY WE ARE THE TAXPAYERS.      |
|                  |              | 123 | We were out of town for the public open house on June 28. I thought this is poor timing to hold an open house on the last week of school prior to a long weekend as us and several of our neighbors were out of town for the long weekend. We have lived in Sheep River Heights for the past decade and did not receive notice for the other open houses. I cannot find a means on your website to view the detailed plans and provide feedback. |
|                  | Town Council | 12  | Appalled that town council was not present on such a contentious issue.  |
|                  |              | 13  | This plan is w/o forethought and impacts many people directly. Town council is voted in to represent their citizens. To not be here to hear what citizens have to say is absolutely cowardly. Shame on you!!   |
|                  |              | 23  | Very disappointed that there wasn't any representation from Town Council. Reminder you actually work for the people of the town & New North was the developer of Sheep River Heights/Cover. When they lost the fight with the residence to complete the development High density they sold off the remaining land to Dream West. This has turned into an 18 year development (should have been 10) with no time line for completion.             |
|                  |              | 97  | This town council should have been here to answer questions.   |
| General Feedback | Random       | 5   | If I knew this was going to happen, I would not have left BC 2 years ago.  |
|                  |              | 28  | Why is there a FOR SALE sign on Westland St. if the "Plan" is in place. Take down that god awful sign.   |
|                  |              | 29  | Why are you taking away the view I am paying taxes for?  |
|                  |              | 38  | Home values of all homes lining the ASP will be affected & will NEED to be addressed before the plan is approved.  |

| <ul> <li>Okotoks is a cute town and has distinct qualities. This vile project destroys everything that is important to residents. You are destroying the beautiful surroundings with ugly, hideous housing and more dreadful shops. Please stop or Okotoks will become as vile as everywhere else!</li> <li>Massive growth of Okotoks will destroy the charm of it.</li> <li>I moved to Okotoks 15 years ago because there was a population cap of 20K &amp; I wanted to live in a small town. What happened to that cap? Adding the development will severely tax our water supply &amp; infrastructure increase, crime, traffic &amp; generally disrupt the very reason I moved here.</li> <li>I only hope I can sell &amp; get out before you force this on us.</li> <li>20,000+ on 1000 acres WOW the town is now 30K (crowded)</li> <li>This is going to be the death of this "Town" more people = more crime, more problems, more restrictions, more anamosity, more taxes and less happiness.</li> <li>VALUE OF PROPERTY IN CONSTRUCTION AREA WILL DECREASE as no purchaser will desire a property with the amount of traffic and noise this development will create over a span of 20 years, as stated by some of the presenters. Many of us will want or need to change location, either due to life style requirements or in some cases health concerns. IN OUR SPECIFIC AREA HOMES HAVE SOLD QUICKLY AND HELD EXCELLENT VALUE.</li> <li>No matter what we think, this is a done deal.</li> <li>This is the area where children play, so be aware of that!</li> <li>We anticipated the development after the land was sold. The DRAFT seems to be of the norm for developing land for residential use.</li> <li>What I do like least, to be honest is that it is being developed at all.</li> <li>Preserve maintain views &amp; green space along Sheep River Heights</li> <li>I am paying good tax dollars to maintain my current view. LEAVE IT ALONE!</li> <li>High quality treatments on both sides of Big Rock</li> <li>Town should allow planting in row along Big Rock</li> <li>Town should allow planting in ris dentical</li> &lt;</ul> |     |  |
|--|-----|--|
| I moved to Okotoks 15 years ago because there was a population cap of 20K & I wanted to live in a small town. What happened to that cap? Adding the development will severely tax our water supply & infrastructure increase, crime, traffic & generally disrupt the very reason I moved here.  I only hope I can sell & get out before you force this on us.  I 20,000+ on 1000 acres WOW the town is now 30K (crowded)  This is going to be the death of this "Town" more people = more crime, more problems, more restrictions, more anamosity, more taxes and less happiness.  VALUE OF PROPERTY IN CONSTRUCTION AREA WILL DECREASE as no purchaser will desire a property with the amount of traffic and noise this development will create over a span of 20 years, as stated by some of the presenters. Many of us will want or need to change location, either due to life style requirements or in some cases health concerns. IN OUR SPECIFIC AREA HOMES HAVE SOLD QUICKLY AND HELD EXCELLENT VALUE.  No matter what we think, this is a done deal.  This is the area where children play, so be aware of that!  The information that was provided was very well presented  We anticipated the development after the land was sold. The DRAFT seems to be of the norm for developing land for residential use.  What I do like least, to be honest is that it is being developed at all.  Preserve maintain views & green space along Sheep River Heights  I am paying good tax dollars to maintain my current view. LEAVE IT ALONE!  High quality treatments on both sides of Big Rock  Town should allow planting in row along Big Rock  Town should allow planting in row along Big Rock  Town should allow planting in row along Big Rock  | 52  | vile project destroys everything that is important to residents. You are destroying the beautiful surroundings with ugly, hideous housing and more dreadful shops. Please stop or Okotoks will become as vile as   |
| was a population cap of 20K & I wanted to live in a small town. What happened to that cap? Adding the development will severely tax our water supply & infrastructure increase, crime, traffic & generally disrupt the very reason I moved here.  69 I only hope I can sell & get out before you force this on us.  81 20,000+ on 1000 acres WOW the town is now 30K (crowded)  103 This is going to be the death of this "Town" more people = more crime, more problems, more restrictions, more anamosity, more taxes and less happiness.  116 VALUE OF PROPERTY IN CONSTRUCTION AREA WILL DECREASE as no purchaser will desire a property with the amount of traffic and noise this development will create over a span of 20 years, as stated by some of the presenters. Many of us will want or need to change location, either due to life style requirements or in some cases health concerns. IN OUR SPECIFIC AREA HOMES HAVE SOLD QUICKLY AND HELD EXCELLENT VALUE.  129 No matter what we think, this is a done deal.  137 This is the area where children play,so be aware of that!  140 The information that was provided was very well presented  142 We anticipated the development after the land was sold. The DRAFT seems to be of the norm for developing land for residential use.  145 What I do like least, to be honest is that it is being developed at all.  187 Preserve maintain views & green space along Sheep River Heights  192 I am paying good tax dollars to maintain my current view. LEAVE IT ALONE!  193 High quality treatments on both sides of Big Rock  194 Town should allow planting in row along Big Rock  196 30 m buffer against adjacent residential  197 Buffer! Between existing residential   | 55  | Massive growth of Okotoks will destroy the charm of it.  |
| us.  20,000+ on 1000 acres WOW the town is now 30K (crowded)  This is going to be the death of this "Town" more people = more crime, more problems, more restrictions, more anamosity, more taxes and less happiness.  VALUE OF PROPERTY IN CONSTRUCTION AREA WILL DECREASE as no purchaser will desire a property with the amount of traffic and noise this development will create over a span of 20 years, as stated by some of the presenters. Many of us will want or need to change location, either due to life style requirements or in some cases health concerns. IN OUR SPECIFIC AREA HOMES HAVE SOLD QUICKLY AND HELD EXCELLENT VALUE.  129 No matter what we think, this is a done deal.  137 This is the area where children play, so be aware of that!  140 The information that was provided was very well presented  142 We anticipated the development after the land was sold. The DRAFT seems to be of the norm for developing land for residential use.  145 What I do like least, to be honest is that it is being developed at all.  187 Preserve maintain views & green space along Sheep River Heights  192 I am paying good tax dollars to maintain my current view. LEAVE IT ALONE!  193 High quality treatments on both sides of Big Rock  194 Town should allow planting in row along Big Rock  196 30 m buffer against adjacent residential  197 Buffer! Between existing residential  | 64  | was a population cap of 20K & I wanted to live in a small town. What happened to that cap? Adding the development will severely tax our water supply & infrastructure increase, crime, traffic & generally disrupt   |
| (crowded)  This is going to be the death of this "Town" more people = more crime, more problems, more restrictions, more anamosity, more taxes and less happiness.  VALUE OF PROPERTY IN CONSTRUCTION AREA WILL DECREASE as no purchaser will desire a property with the amount of traffic and noise this development will create over a span of 20 years, as stated by some of the presenters. Many of us will want or need to change location, either due to life style requirements or in some cases health concerns. IN OUR SPECIFIC AREA HOMES HAVE SOLD QUICKLY AND HELD EXCELLENT VALUE.  No matter what we think, this is a done deal.  This is the area where children play,so be aware of that!  The information that was provided was very well presented  We anticipated the development after the land was sold. The DRAFT seems to be of the norm for developing land for residential use.  What I do like least, to be honest is that it is being developed at all.  Preserve maintain views & green space along Sheep River Heights  192 I am paying good tax dollars to maintain my current view. LEAVE IT ALONE!  High quality treatments on both sides of Big Rock  Town should allow planting in row along Big Rock  Town should allow planting in row along Big Rock  Buffer! Between existing residential  | 69  |  |
| <ul> <li>= more crime, more problems, more restrictions, more anamosity, more taxes and less happiness.</li> <li>116 VALUE OF PROPERTY IN CONSTRUCTION AREA WILL DECREASE as no purchaser will desire a property with the amount of traffic and noise this development will create over a span of 20 years, as stated by some of the presenters. Many of us will want or need to change location, either due to life style requirements or in some cases health concerns. IN OUR SPECIFIC AREA HOMES HAVE SOLD QUICKLY AND HELD EXCELLENT VALUE.</li> <li>129 No matter what we think, this is a done deal.</li> <li>137 This is the area where children play,so be aware of that!</li> <li>140 The information that was provided was very well presented</li> <li>142 We anticipated the development after the land was sold. The DRAFT seems to be of the norm for developing land for residential use.</li> <li>145 What I do like least, to be honest is that it is being developed at all.</li> <li>187 Preserve maintain views &amp; green space along Sheep River Heights</li> <li>192 I am paying good tax dollars to maintain my current view. LEAVE IT ALONE!</li> <li>193 High quality treatments on both sides of Big Rock</li> <li>194 Town should allow planting in row along Big Rock</li> <li>196 30 m buffer against adjacent residential</li> <li>197 Buffer! Between existing residential</li> <li>198 Preserve mountain views</li> </ul>   | 81  | ·  |
| DECREASE as no purchaser will desire a property with the amount of traffic and noise this development will create over a span of 20 years, as stated by some of the presenters. Many of us will want or need to change location, either due to life style requirements or in some cases health concerns. IN OUR SPECIFIC AREA HOMES HAVE SOLD QUICKLY AND HELD EXCELLENT VALUE.  129 No matter what we think, this is a done deal.  137 This is the area where children play,so be aware of that!  140 The information that was provided was very well presented  142 We anticipated the development after the land was sold. The DRAFT seems to be of the norm for developing land for residential use.  145 What I do like least, to be honest is that it is being developed at all.  187 Preserve maintain views & green space along Sheep River Heights  192 I am paying good tax dollars to maintain my current view. LEAVE IT ALONE!  193 High quality treatments on both sides of Big Rock  194 Town should allow planting in row along Big Rock  196 30 m buffer against adjacent residential  197 Buffer! Between existing residential  198 Preserve mountain views   | 103 | = more crime, more problems, more restrictions, more   |
| This is the area where children play, so be aware of that!  The information that was provided was very well presented  We anticipated the development after the land was sold. The DRAFT seems to be of the norm for developing land for residential use.  What I do like least, to be honest is that it is being developed at all.  Preserve maintain views & green space along Sheep River Heights  I am paying good tax dollars to maintain my current view. LEAVE IT ALONE!  High quality treatments on both sides of Big Rock  Town should allow planting in row along Big Rock  30 m buffer against adjacent residential  Buffer! Between existing residential  Preserve mountain views  | 116 | DECREASE as no purchaser will desire a property with<br>the amount of traffic and noise this development will<br>create over a span of 20 years, as stated by some of<br>the presenters. Many of us will want or need to change<br>location, either due to life style requirements or in some<br>cases health concerns. IN OUR SPECIFIC AREA HOMES |
| 140 The information that was provided was very well presented  142 We anticipated the development after the land was sold. The DRAFT seems to be of the norm for developing land for residential use.  145 What I do like least, to be honest is that it is being developed at all.  187 Preserve maintain views & green space along Sheep River Heights  192 I am paying good tax dollars to maintain my current view. LEAVE IT ALONE!  193 High quality treatments on both sides of Big Rock  194 Town should allow planting in row along Big Rock  196 30 m buffer against adjacent residential  197 Buffer! Between existing residential  198 Preserve mountain views  | 129 | No matter what we think, this is a done deal.  |
| presented  We anticipated the development after the land was sold. The DRAFT seems to be of the norm for developing land for residential use.  What I do like least, to be honest is that it is being developed at all.  Preserve maintain views & green space along Sheep River Heights  I am paying good tax dollars to maintain my current view. LEAVE IT ALONE!  High quality treatments on both sides of Big Rock  Town should allow planting in row along Big Rock  Town should allow planting in row along Big Rock  Buffer! Between existing residential  Preserve mountain views  | 137 | This is the area where children play, so be aware of that!   |
| sold. The DRAFT seems to be of the norm for developing land for residential use.  145 What I do like least, to be honest is that it is being developed at all.  187 Preserve maintain views & green space along Sheep River Heights  192 I am paying good tax dollars to maintain my current view. LEAVE IT ALONE!  193 High quality treatments on both sides of Big Rock 194 Town should allow planting in row along Big Rock 196 30 m buffer against adjacent residential 197 Buffer! Between existing residential 198 Preserve mountain views   | 140 |  |
| developed at all.  187 Preserve maintain views & green space along Sheep River Heights  192 I am paying good tax dollars to maintain my current view. LEAVE IT ALONE!  193 High quality treatments on both sides of Big Rock  194 Town should allow planting in row along Big Rock  196 30 m buffer against adjacent residential  197 Buffer! Between existing residential  198 Preserve mountain views  | 142 | sold. The DRAFT seems to be of the norm for developing   |
| River Heights  192 I am paying good tax dollars to maintain my current view. LEAVE IT ALONE!  193 High quality treatments on both sides of Big Rock  194 Town should allow planting in row along Big Rock  196 30 m buffer against adjacent residential  197 Buffer! Between existing residential  198 Preserve mountain views   | 145 |  |
| view. LEAVE IT ALONE!  193 High quality treatments on both sides of Big Rock  194 Town should allow planting in row along Big Rock  196 30 m buffer against adjacent residential  197 Buffer! Between existing residential  198 Preserve mountain views  | 187 |  |
| <ul> <li>194 Town should allow planting in row along Big Rock</li> <li>196 30 m buffer against adjacent residential</li> <li>197 Buffer! Between existing residential</li> <li>198 Preserve mountain views</li> </ul>  | 192 |  |
| <ul> <li>196 30 m buffer against adjacent residential</li> <li>197 Buffer! Between existing residential</li> <li>198 Preserve mountain views</li> </ul>  | 193 | High quality treatments on both sides of Big Rock  |
| <ul><li>197 Buffer! Between existing residential</li><li>198 Preserve mountain views</li></ul>   | 194 | Town should allow planting in row along Big Rock   |
| 198 Preserve mountain views  | 196 | 30 m buffer against adjacent residential   |
|  | 197 | Buffer! Between existing residential   |
| 206 Move for sale sign - it's in the view.   | 198 | Preserve mountain views  |
|  | 206 | Move for sale sign - it's in the view.   |



Resident Information Session - June 28th 2018

# WHAT WE HEARD REPORT





**PUBLIC OPEN HOUSE - JUNE 19, 2019** 

WHAT WE HEARD REPORT

**AUGUST 2019** 

Prepared by: B&A Planning Group
On behalf of:



NEWNORTH PROJECTS LTD.



**PUBLIC OPEN HOUSE - JUNE 19, 2019** 

# WHAT WE HEARD REPORT

# TABLE OF CONTENTS

| 1.0 | Introduction                      | 1  |
|-----|-----------------------------------|----|
| 2.0 | Project History                   | 2  |
| 3.0 | Engagement Approach               | 3  |
| 4.0 | Public Open House                 | 4  |
| 5.0 | What We Heard                     | 7  |
| 6.0 | Next Steps                        | 14 |
|     | Appendix A: Verbatim Comments     | 16 |
|     | Appendix B: Engagement Evaluation | 22 |
|     |                                   |    |

## 1.0 Introduction

A revised draft West Okotoks Area Structure Plan (ASP) was submitted to the Town of Okotoks in February 2019. The submission incorporated feedback received from the Town, external circulation and previous stakeholder engagement including the June 2018 resident information session. Since the submission, the Town has reviewed the document and provided additional feedback. The project team updated the Draft West Okotoks ASP and coordinated a new round of public engagement.

This What We Heard Report has been prepared by B&A Planning Group on behalf of Tristar Communities and NewNorth Projects Ltd., the project sponsors of the West Okotoks ASP. The primary purpose of this report is to summarize and document the feedback received during the Public Open House held on June 18, 2019. Feedback received at the event was reviewed and considered in detail in conjunction with Town of Okotoks administration comments to inform and support revisions the recent draft West Okotoks ASP resubmitted in August 2019



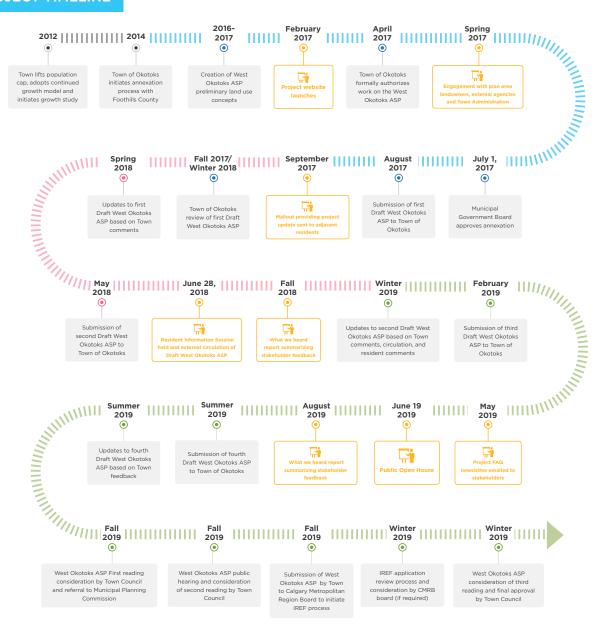




## 2.0 Project History & Timeline

The West Okotoks ASP process aligns closely with the long-term growth planning for the Town of Okotoks. In 2012, the Town of Okotoks lifted their population cap and adopted a growth mandate. A comprehensive growth study identified the need for additional land to accommodate long-term sustainable growth to accommodate 80,000 residents. This led to the annexation of 1,950 hectares (4,500 acres) of land from Foothills County on July 1, 2017. The West Okotoks ASP area is situated within the annexed lands in the southwest portion of the Town of Okotoks. The Town authorized the initiation of a developer-funded ASP in Spring 2017 in anticipation of the annexation of the lands.

#### **PROJECT TIMELINE**



## 3.0 Engagement Approach

To support the application, the West Okotoks ASP project team has engaged and collaborated with a variety of stakeholders throughout the development of the draft plan. The stakeholder engagement campaign launched in February 2017 and shared information on the draft document with the tactics identified in the previous timeline.

The International Association of Public Participation (IAP2) created a public participation spectrum to help proponents identify the level of engagement necessary for a project. Based on the IAP2 spectrum, the West Okotoks ASP engagement goals are to inform stakeholders about the ASP and process and consult with them to gather feedback on the draft plan. The Town of Okotoks has recently adopted a Public Participation Strategy that identifies inform and consult levels of participation as the "Input Zone".

Most recently, a public open house was held on June 19, 2019. The open house provided an opportunity for the project team to report back to the public, demonstrating how stakeholder feedback has influenced the plan and allowing opportunity for additional feedback. Aligning with the Town's Public Participation Strategy, the open house was designed to:

- Raise awareness about the West Okotoks ASP and process
- Gather public opinion on the plan from a diversity of stakeholders
- Foster trust and maintain credibility in the design and implementation of the West Okotoks ASP





## 4.0 Public Open House

This What We Heard report summarizes the input received at the most recent West Okotoks ASP public open house held at the Foothills Centennial Centre on June 19, 2019 from 5:30 to 8:00p.m. Open house information was organized by subject area and grouped into six different stations. Each station area was facilitated by a project team member and was designed to respond to key themes that emerged during previous engagement. Representatives from B&A Planning Group, Watt Consulting group, MPE Engineering Ltd., and Westhoff Engineering Resources Inc. were available to respond to stakeholder questions.



#### **OVERVIEW**









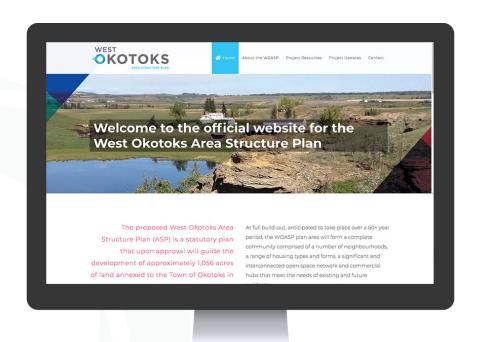




STAKEHOLDER

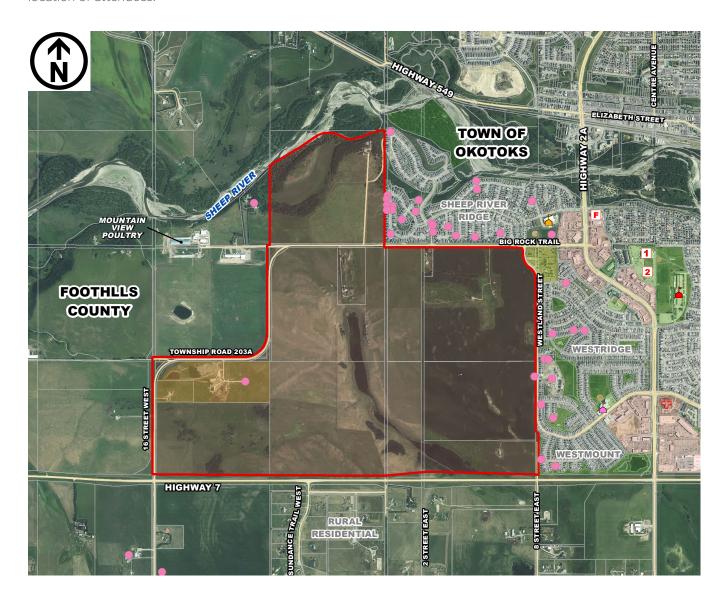
#### **EVENT PROMOTION**

| Tactic  | Date                           |
|---|--------------------------------|
| Stakeholder FAQ sheet & newsletter  An FAQ sheet was posted to the project website, stakeholders were notified via email newsletter that included open house information. | Tuesday May 21, 2019           |
| Project website updates - www.westokotoksasp.com  | Friday May 24, 2019            |
| Town website updates - <u>Town Site</u>   | Friday May 24, 2019            |
| Newspaper ads  Okotoks Western Wheel, 2 weeks of print and online ads   | June 5 & June 12, 2019         |
| Postcard mailer  Distributed to neighbours within an 800m buffer of the project area.  Mailed directly to non-participating area landowners.                              | Delivered week of June 3, 2019 |
| Email open house invitation  Emailed invitation to stakeholder list to attend the open house.   | Thursday June 6, 2019          |



#### WHERE ATTENDEES LIVE

Open house attendees were asked to place a coloured dot on the map below to identify where they live in relation to the project. The purpose of this activity is to get an understanding of feedback in relation to the location of attendees.



## 5.0 What We Heard

Open house information was organized by subject area and grouped into six different stations. The feedback forms provided stakeholders the opportunity to comment on each different station area. 23 feedback forms were broken down into 73 distinct comments and categorized into ASP topic areas. Key themes have been summarized below:

Overall, 56% of the comments were negative in sentiment, 29% were neutral and 15% were positive.













These comments provided feedback on the ASP generally rather than directly commenting on a subject area. Some stakeholders are disappointed that development will occur. Comments expressed concern on the plan or process generally, with a couple of specific mentions about the lack of involvement of Okotoks Town Council. A few attendees appreciated the open house information and expressed support for the project.

Feedback forms provided an opportunity for attendees to evaluate the open house. Feedback received was relatively positive. Most of the attendees agreed that the information provided at the open house was clear and helped them understand the West Okotoks ASP vision. Most of the attendees felt they were presented with relevant information and that their questions were answered. More details can be found in Appendix B.









Most of these comments expressed concern about existing traffic volumes being further impacted by the proposed development. Adjacent residents specifically want to know how proposed changes to the existing road network can help manage additional traffic volume. There were not as many comments on Big Rock Trail compared to previous engagement. Big Rock Trail comments still focused on timing of upgrades. There were more comments on the proposed changes to Westland Street and the justification for the connectivity and proposed road closures. Comments varied based on what portion of Westland individuals resided on (i.e. north vs. south).

#### **Our Response**

The project team appreciates the concerns from adjacent residents on the internal (Westland Street) and regional road networks (Highway 7 and Big Rock Trail).

A Traffic Impact Assessment (TIA) was completed as part of the West Okotoks ASP studies. A TIA assesses current traffic volumes and identifies required updates based on projected increases in population and employment. Recommendations from the TIA are intended to help mitigate potential traffic impacts in existing communities and identify required upgrades to the transportation network.

#### **Westland Street**

The project team's transportation engineers, WATT Consulting Group, and the Town of Okotoks transportation engineers, explored at length possible future connections to Westland Street for the West Okotoks ASP proposed transportation network.

WATT Consulting Group, as part of the TIA, performed a sensitivity analysis related to various connection scenarios to Westland Street. The sensitivity analysis concluded that the most effective way to minimize traffic impacts on the Westridge Community is to construct a direct access to Highway 7, reduce speed inside the community by introducing traffic calming measures, and close Westland Street between Westridge Road and Westland View. The Town of Okotoks, following their review of WATT Consulting

Group's sensitivity analysis, requested an evaluation of many additional connection scenarios to compare options. Following this review, the Town confirmed this approach as the best way to mitigate traffic impacts on existing communities while supporting an appropriate transportation framework required for the West Okotoks ASP area.

#### **Big Rock Trail**

Responding to stakeholder feedback from previous events, the project team provided more details on the anticipated timing for the expansion of Big Rock Trail. Based on anticipated growth and development of the West Okotoks ASP, upgrades to Big Rock Trail may happen in the following stages:

- +/- 2025 Road and intersection upgrades may occur along the existing four-lane portion of Big Rock Trail between Village Avenue and Sheep River Drive/ Westland Street.
- +/- 2030 to 2040 The four-lane road and intersection upgrades may continue west along Big Rock Trail from Sheep River Drive/Westland Street depending on regional traffic volumes and upgrades.
- +/- 2040 to 2050 The four-lane road and intersection upgrades along Big Rock Trail may be completed up to Sheep River Blvd. and continue southwards along the plan boundary towards Highway 7.



### COMMUNITY AND NEIGHBORHOOD FRAMEWORK

#### 17% of comments received

While some stakeholders appreciated the municipal reserve and interface treatment identified behind Sheep River Heights, some feedback suggested a 10m buffer was not adequate. There were several comments on institutional uses, and why there was no identified space for churches. One comment on highway interface treatment suggested stronger language regarding the sound attenuation treatment for Big Rock Trail.

#### **Our Response**

#### Interface Areas

The interface area identified along the Sheep River community lists minimum requirements for these linear open spaces (buffers). The 10m minimum proposed is based on the Town of Okotoks requirements for linear park spaces. These additional park spaces were added by the project team as a design response to the feedback received from the community about residential buffers.

Proposed interface areas are anticipated to become Municipal Reserve (MR), which are public parks that are programmed with a variety of community amenities. The West Okotoks ASP is a high-level policy document and as such does not provide specific design details on these spaces. A more detailed landscape plan will be part of subsequent Outline Plan and Land Use Redesignation phases.

#### **Land Uses**

Places of worship and other public, civic, non-profit and institutional uses are all permitted within the neighborhood area land use as well as the community nodes, neighbourhood hubs and the potential public service / institutional node. The West Okotoks ASP is a high-level policy document and as such does not define or show all specific places of worship and other public, civic, non-profit and institutional uses. More information on specific land uses to be shown at the Outline Plan and Land Use Redesignation phases.

#### **Big Rock Trail Noise Attenuation**

The project team developed a conceptual cross section of the future build-out of Big Rock Trail. The conceptual cross section includes a landscaped median, landscaped boulevards, multi-modal pathways, and potential noise attention fencing on both sides.

To further address community feedback, the project team has included specific policy within the West Okotoks ASP that ensures a noise impact assessment and attenuation study will accompany future capital planning for Big Rock Trail. The study will ascertain and inform appropriate noise attenuation measures for existing and new developments.



Nearly all comments on this topic were directed at water servicing. Some comments were positive about the proposed servicing improvements, some requested more information, while most were critical of the current water servicing issues experienced in the Town.

#### **Our Response**

The West Okotoks ASP lands must adhere to the Town of Okotoks Water Allocation System for Planning Approvals Policy, to ensure there is availability of water capacity to support any future development within the Plan Area. For more information on the Town of Okotoks Water Allocation Policy, please visit the Town of Okotoks website. https://www.okotoks.ca/town-services/planning-development/planning/water-allocation-system

Water distributions improvements are required to support the development of the West Okotoks ASP and will help improve water conditions within the southwest area of the Town. Water distribution improvements, as part of the West Okotoks ASP development, will include:

- A new water reservoir
- Improved water pressure conditions
- A water distribution network
- Connections to existing water mains





During previous engagement stakeholders have expressed support for the parks and open space proposed in the plan. In keeping with previous feedback, comments at the open house were generally neutral or positive. Stakeholders were pleased to see the pathways proposed, appreciating the increased area connectivity and buffering for existing residences. The negative comments expressed disappointment that land will be developed. Some residents appreciate the existing natural conditions and would prefer to see the land remain in its current state

#### **Our Response**

The land use concept for the West Okotoks ASP has been developed in response to a policy framework set out by the Province and the Town. These policies are in place to ensure there will be abundant natural open spaces (Environmental Reserves - ER), public parks (Municipal Reserves - MR), pathways, and interface treatments adjacent to existing development and Highway No. 7. Some of the key components of the open space in the West Okotoks ASP include:

- Large Central Wetland Proposed as an Environmental Reserve (ER) land use to be protected with large setbacks that will include recreational multi-use pathways. The wetland is considered a major open space and will be a new amenity in the Town of Okotoks. The West Okotoks ASP will help to connect all residents from the Town to approximately 154 acres (62 hectares) of major open space.
- Public Parks Municipal Reserve (MR) land uses are public parks that include a variety of community amenities such as schools, playgrounds, plazas, and dog parks. Provincial and municipal policy requires at least 10% of developable land be dedicated as Municipal Reserve. The West Okotoks ASP is a high-level policy document and at this time has only identified future school site locations. The West Okotoks ASP does not define or show the remainder of municipal reserve requirements as these will be determined at future outline plan submissions. This approach ensures that adequate school sites have been shown and located while providing flexibility at the time of detailed design to address the balance of MR owing and appropriate distribution into neighbourhood parks.
- Pathways The West Okotoks ASP is proposing an extensive pathway network that will connect residents of the Town of Okotoks from existing pathways along Big Rock Trail, Westland Street and the Sheep River community to new major open spaces, public parks, schools and commercial amenities. There will be a combination of both on street pathways and off-street pathways to accommodate different users.
- Interface Areas The plan highlights two interface areas that will be dedicated as municipal reserve. These are situated adjacent to Sheep River Heights and Highway No. 7. These interface areas will accommodate high quality landscape improvements, potential noise attenuation or decorative fencing, and multi-use pathways forming part of the West Okotoks ASP pathway system.



While some stakeholders appreciated the information on phasing, there is still a desire to have a firm understanding on timelines. Responses to the engagement evaluation showed that stakeholders were unclear on the project process and next steps. One commenter suggested that Phase 2 was an exceptionally large area and could be broken into two sub-phases to provide a more accurate time frame.

#### **Our Response**

Timing of the full build out of the plan area is estimated to occur over 60 years and will be based on many factors. At this time, phases 2 and 3 cannot be further broken down into sub phases due to the planning complexities involved. Factors influencing timelines include:

- Population and economic growth rate of the Town of Okotoks
- Approval of the Town of Okotoks MDP and associated growth policies
- Investment required to address servicing infrastructure
- Establishing adequate water capacity in accordance with the Town's water allocation policy

The West Okotoks ASP build out proposes three phases:

#### Phase 1 - 0 to 10 Years

Phase 1 can be developed upon approval of the West Okotoks ASP (anticipated Winter 2019). Phase 1 must also:

- Ensure adequate servicing infrastructure requirements are met
- Ensure there is adequate water capacity available in accordance with the Town's water allocation policy

#### Phase 2 - 10 to 30 Years

Phase 2 can also be developed upon approval of the West Okotoks ASP (anticipated Winter 2019), and in addition requires:

- Approval of Town of Okotoks MDP (expected Winter 2020) \*
- Necessary updates to the West Okotoks ASP to ensure alignment with the approved Town of Okotoks MDP\*
- Adequate servicing infrastructure requirements are met\*
- Water capacity in accordance with the Town's water allocation policy

\*Portions of Phase 2 lands had development approval prior to annexation. The Town may support development of these lands subject to approval of the West Okotoks ASP (anticipated Winter 2019) and subject to sufficient water capacity available in accordance with the Town's water allocation policy.

#### Phase 3 - 30 to 60 Years

Phase 3 are longer term lands that must meet all requirement of Phase 2, however there are significant servicing upgrades required that may not be developed for 30-60 years.

## 6.0 Next Steps

Following analysis and review of all stakeholder feedback from the open house, Town of Okotoks and external agencies the revised Draft West Okotoks ASP has been resubmitted for review to the Town. Comments from the final Town review are expected by end of Summer 2019. At that time, the West Okotoks ASP project team will review the final comments and incorporate further revisions to the ASP for the final plan submission and commencement of the Town and Calgary Metropolitan Region Board approval process.

#### ANTICIPATED APPROVAL TIMELINE

#### August 2019

Resubmission of the revised draft West Okotoks ASP to Town

#### **August – September 2019**

Resolution of final Town administrative comments

#### September 2019

Submission of final West Okotoks ASP

#### Fall 2019

Town of Okotoks Council First Reading

#### Fall 2019

Town of Okotoks Municipal Planning Commission consideration

#### Fall 2019

Public hearing and consideration of Second Reading by Town Council

#### Fall 2019

Calgary Metropolitan Region Board review and approval process (submitted by Town)

#### **Winter 2019**

Town Council consideration of Third Reading and Final Approval

The West Okotoks ASP project team has engaged and collaborated with a variety of stakeholders throughout the development of the draft plan. We appreciate the time and feedback provided throughout the process.

The project team will continue to share information with stakeholders as the process unfolds. If you have any questions, please reach out to the project engagement specialist:

#### Contact:

 Martha McClary, Engagement Specialist B&A Planning Group

engage@westokotoksasp.com

403.692.5230

Please also visit the website at www. westokotoksasp.com for further project information



# **Appendix A:**Verbatim Comments



## **Appendix A:**

## Verbatim Comments

| Feedback Form Station                     | Comment   |
|---|---|
| 1 - Plan area and background information  | Why is the area west of Phase 1 and south of Big Rock Trail not part of Phase 1, rather than being attached to Phase 2. Clearer information with development timelines for Phase 2 should be provided. With Phase 2 being so large, it should be broken out to Phase "2A" south of Big Rock Trail and Phase "2B" north of Big Rock Trail. |
| 1 - Plan area and background information  | It would be nice if the residents concerned were to meet with council for our input, instead of this being shoved down our throats.   |
| 1 - Plan area and background information  | Hideous. Just another plastic siding filled space overtaking beautiful fields.  Money is the only reason this is being done!  |
| 1 - Plan area and background information  | Plans look good. We will not be here to enjoy the expansion but yes Okotoks will keep growing.  |
| 1 - Plan area and background information  | Good info   |
| 1 - Plan area and background information  | I appreciated the more detailed info on timelines. i.e. actual years we might expect certain phases   |
| 1 - Plan area and background information  | A higher level plan based on some questionable assumptions.   |
| 1 - Plan area and background information  | I think the information given was clear but a lot of people had questions so still a lot of uncertainty.  |
| 1 - Plan area and background information  | No community building space - sports park, community centre, etc.   |
| 1 - Plan area and background information  | I don't think you really heard the 150 current residents who showed up last year!   |
| 1 - Plan area and background information  | Developer timelines for road improvements to substantiate construction, proper collector volume, and smaller feeder roads need to be defined, no just "as required"   |
| 2 - Community and neighbourhood framework | Why won't Mayor and council meet with us to discuss and we can express our hatred for this project? I'm sorry I chose to live here 2 years ago!   |
| 2 - Community and neighbourhood framework | Frightening! We don't want the development and it's complete BS that the frame is 60 years. Pretty sure decisions have already been made.   |
| 2 - Community and neighbourhood framework | Looks big   |

| Feedback Form Station                     | Comment  |
|---|--|
| 2 - Community and neighbourhood framework | Very good  |
| 2 - Community and neighbourhood framework | What is the community built around - needs more than pathways.   |
| 2 - Community and neighbourhood framework | Seems to be a lack of spaces for community centres and religious (worship) buildings.  |
| 2 - Community and neighbourhood framework | Need allocation for common worship centre or churches.   |
| 2 - Community and neighbourhood framework | There will be more congestion and traffic and the roads planned will cause more problems especially closing off roadways. This will not cut down speeders. |
| 2 - Community and neighbourhood framework | Need better definition of hub sizes and volume expectations and proposed limitations.  |
| 3 - Open space and interface areas        | The 10 meter interface area "C" is too small.  |
| 3 - Open space and interface areas        | What will it do for our house values? Does anyone care. 'No'. Too many new houses going up. Supply + demand.   |
| 3 - Open space and interface areas        | Concerns about dust mitigation during construction and how that will be dealt with. Interface areas wide with trees for visual and more mitigation.        |
| 3 - Open space and interface areas        | Not enough. The open space that's already there is all we need. The beautiful fields with wildlife and peacefulness is all we require.                     |
| 3 - Open space and interface areas        | Would love to see green spaces and more walkways. So we can still enjoy views that we have already.  |
| 3 - Open space and interface areas        | Great 'spaces'   |
| 3 - Open space and interface areas        | Is the cemetery expansion are big enough?  |
| 3 - Open space and interface areas        | The pathway behind the west side of Sheep River Heights is shown as "potential". In keeping with the rest of the neighbourhood this should be implemented. |
| 3 - Open space and interface areas        | Lots of open land for walking.   |
| 3 - Open space and interface areas        | Very good  |
| 3 - Open space and interface areas        | Have concerns about building by the river Provincial flood maps have put a lot of people in harms way over the decades.                                    |

| Feedback Form Station              | Comment   |
|------------------------------------|---|
| 3 - Open space and interface areas | Wide and generous buffers (interface areas) would be much appreciated.  To lend an uncrowded feel. In such a beautiful setting that Okotoks enjoys, please build in lots of open space. Not crowded, over dense.  |
| 3 - Open space and interface areas | Sheep River Heights - definitely need a green space area behind and same type of housing.   |
| 3 - Open space and interface areas | Very good for #6 north of Big Rock Trail  |
| 3 - Open space and interface areas | Open space areas are all show. The space now is accommodating. Your expansion will cause more problems.   |
| 3 - Open space and interface areas | Fairly vague at this stage for defining buffer zones, pathways and timelines to implement these.  |
| 3 - Open space and interface areas | I live in area C interface area (on Sheep River Heights facing West).  Currently the plan calls for a 10 m corridor for a pathway adjacent to this area. As the houses are very close to their rear lot lines here, this would be inadequate. I would suggest at least 20m or, ideally, a park. |
| 4 - Mobility                       | What about traffic. More traffic, more problems.  |
| 4 - Mobility                       | Concerns over Big Rock Trail and traffic usage during construction - should be upgrades at least to end of 1st phase  |
| 4 - Mobility                       | Very concerned about plans for Big Rock Trail. The developer plans to upgrade as development warrants. This decision should not be left to the developer. In fact, upgrading to 4 lane should be required BEFORE any development.   |
| 4 - Mobility                       | Good  |
| 4 - Mobility                       | Concerned about the amount of traffic using Westland Street and the speeds that they are going at the moment so will only get much worse with more traffic.   |
| 4 - Mobility                       | Traffic is a HUGE concern as a resident of Westland View. Traffic diversion must be addressed as construction begins and a closure at Westland View is HIGHLY favored by myself. But traffic diversion into Westmount needs to be addressed.  |
| 4 - Mobility                       | Extension of cemetery and closure of that road  |
| 4 - Mobility                       | Well thought-out  |

| Feedback Form Station | Comment   |
|-----------------------|---|
| 4 - Mobility          | Big Rock Trail would need sound attenuation fencing along the North side to protect existing neighbourhood even before development beings.  Assurance of a full, proper wall would create goodwill with the Town and developer and protect property values. I see this as an important component. |
| 4 - Mobility          | I am concerned about a collector road that ties into highway 7 neat Westmount Circle area. Privacy and safety having a major road that close to back yards. Was told it is in the Phase 3 so could still be 30-60 years away.   |
| 4 - Mobility          | Worried about the traffic along Big Rock Trail one ??   |
| 4 - Mobility          | Concern over delayed construction of 3rd crossing. Would be great to relieve pressure from chicken ranch traffic on BR Trail  |
| 4 - Mobility          | Thoroughly disappointed. Developing similar to CIMARRON. Currently the roads are a mess, terrible for commute, terrible job in snow removal, access to driveways are limited, Who wants the same nightmare!   |
| 4 - Mobility          | I am not happy with the access road into Westmount. There was no information provided in the information about what was being done to address my concern. Would further clarification on what is being done to address our concerns. Please contact me via email with further information         |
| 4 - Mobility          | STRONGLY concerned about the increase in traffic through Westridge to the blocked off area of Westland Street and future feeder roads not detailed at this stage. Currently there is a one way around the park at Westridge Road.   |
| 5 - Servicing         | Information should be provided on the amount of water license currently in place for Phase 1.   |
| 5 - Servicing         | With water, is there enough. We went through supply problems 2 years ago, and it will happen again. Will our water bills go up, I'm guessing 'yes'.   |
| 5 - Servicing         | Why destroy the town by taking more water that we don't have.   |
| 5 - Servicing         | Get water from Calgary, the best route  |
| 5 - Servicing         | We will see   |
| 5 - Servicing         | New water treatment excellent location.   |
| 5 - Servicing         | Needs much more worktransportation is a joke. Basically funneling another 30,000+ vehicles into same infrastructure. Look beyond the obvious. Get commitments from the developer, the province, and town for a bridge further west - ring road.   |

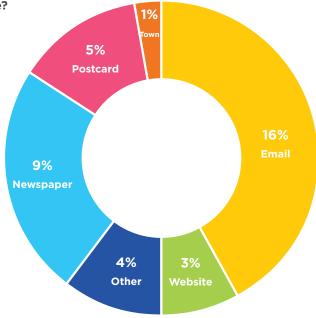
| Feedback Form Station             | Comment   |
|-----------------------------------|---|
| 5 - Servicing                     | No development until confirmation of a water line. A reservoir is a stop gap solution.  |
| 5 - Servicing                     | Please bury underground power lines - too many become disruptive to a tranquil visual flow to a neighbourhood.  |
| 5 - Servicing                     | Still think Okotoks should not have water restrictions  |
| 5 - Servicing                     | ARE YOU KIDDING!! The town currently cannot keep up with the current issues of water and sanitation. Just going to tax and charge residents to where no one can afford to live here. More wells and service plants - more expensive to home owners. |
| 5 - Servicing                     | Water proposals are based on a model, What density are they allocating per phase?   |
| 6 - Implementation and next steps | Difficult to guess timing from info provided.   |
| 6 - Implementation and next steps | I feel sick to my stomach that this development will go ahead. All it's doing is destroying the charm of Okotoks. Pave paradise to put up an ugly development for no reason.  |
| 6 - Implementation and next steps | As the approval process moves forward and is complete, smaller forums for community engagement regarding finer details would be valued and appreciated. I find face to face discussion with planners etc. the most helpful.                         |
| 6 - Implementation and next steps | Updates on phasing projection timelines and details would be appreciated.  E.G. when (approx.) would the 1st activity occur? Heavy machines, utility preparations, roadwork.  |
| 6 - Implementation and next steps | Please keep us informed about times!!   |
| 6 - Implementation and next steps | Looks good  |
| 6 - Implementation and next steps | RETHINK the use of this area! We are paying for a great view. Are our taxes going to be adjusted when we lose the view! Time to sell.   |
| 6 - Implementation and next steps | Need to see zoning and road infrastructure for the next step and re-<br>evaluate volume impact.   |
| Engagement evaluation             | Well-versed to sway the questions. Thoroughly disappointed. Planners/developers won't be living here. We will be left with the mess.  |
| Engagement evaluation             | There were many different opinions and timelines given that were different than what was layed out in the information book.   |
| Engagement evaluation             | No information could be provided on what was being done to express concerns over Westmount community connector road.  |



## **Appendix B:**

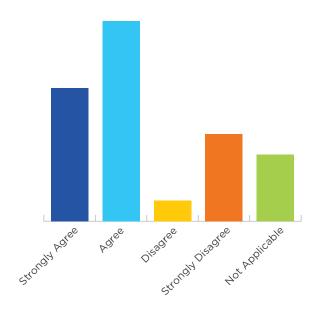
## Engagement Evaluation





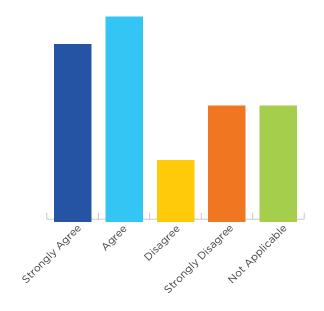
#### Attendees were asked to evaluate the open house on the following criteria:

The information provided was clear and helped me understand the West Okotoks ASP vision.



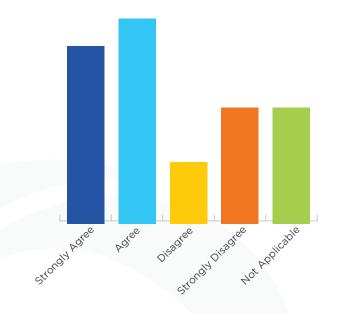
| Strongly Agree    | 26% |
|-------------------|-----|
| Agree             | 39% |
| Disagree          | 4%  |
| Strongly Disagree | 17% |
| Not Applicable    | 13% |

The project team was able to answer my questions and provide relevant information.



| Strongly Agree    | 26% |
|-------------------|-----|
| Agree             | 30% |
| Disagree          | 9%  |
| Strongly Disagree | 17% |
| Not Applicable    | 17% |

I have a strong understanding of the project process and next steps.



| Strongly Agree    | 17% |
|-------------------|-----|
| Agree             | 39% |
| Disagree          | 22% |
| Strongly Disagree | 9%  |
| Not Applicable    | 13% |

# WEST OKOTOKS AREA STRUCTURE PLAN



July 24, 2018

#### **Colin Gainer**

Senior Planner **Planning Services Town of Okotoks** 5 Elizabeth Street Okotoks, AB T1S 1K1

Via e-mail: cgainer@okotoks.ca

Re: Proposed West Okotoks Area Structure Plan (WOASP)

W 20-20-29-W4M, E 19-20-29-W4M, E & SW 24-20-1-W5M and SE 25-20-1-W5M

**Request for Comments on Draft Plan** 

Alberta Health Services, Environmental Public Health (AHS) is working to update and expand our approach to land use application reviews which has traditionally focused on topics like safe drinking water, proper infrastructure for sewage disposal and contaminated lands assessments. Where appropriate we are expanding our review process to include a more proactive and holistic approach by focusing on the components of a healthy built community: connected neighbourhood design; diverse housing; improved access to natural and open spaces; healthy transportation alternatives such as bike and walking paths; and community food security. Thank you for providing AHS with the opportunity to comment on the West Okotoks Area Structure Plan (WOASP) using this public health lens. We provide the following comments for your consideration:

#### Airdrie

Airdrie Regional Health Centre 604 Main Street South Airdrie, AB T4B 3K7 Phone: 403-912-8400 Fax: 403-912-8410

#### Claresholm

Claresholm Public Health 5221 2nd Street W PO Box 1391 Claresholm, AB T0L 0T0 Phone: 403 625-4061

Fax: 403-625-4062

#### **Banff**

**Banff Health Centre** 303 Lynx Street PO Box 1266 Banff, AB T1L 1B3 Phone:403-762-2990 Fax: 403-762-5570

#### Cochrane

Cochrane Community Health Centre 60 Grand Boulevard Cochrane, AB T4C 2B9 Phone: 403-851-6172 Fax:403-851-6009

#### Calgary

Southport Atrium 10101 Southport Road SW Calgary, AB T2W 3N2 Phone:403-943-2288 Fax: 403-943-8056

#### Okotoks

Okotoks Public Health Centre 11 Cimarron Commons Okotoks, AB T1S 2E9 Phone: 403-995-2600 Fax: 403-995-2639

#### Canmore

Canmore Public Health #104, 800 Railway Avenue Canmore, AB T1W 1P1 Phone: 403-678-5656 Fax: 403-678-5068

#### Strathmore



#### **General Land Use**

- The majority of the lands within the 1059 acre planning area are currently being used for agricultural and country residential purposes. Within the Town of Okotoks, directly to the east, is a mix of residential uses and commercial space. Directly to the west, within the M.D. of Foothills, is a bakery mix plant and a poultry plant.
- With regard to the poultry plant, AHS supports the recommendations presented in the WOASP, including, "...the Town of Okotoks should closely monitor any future applications to expand the CFO on site to ensure there is no conflict between future urban residential uses and intensive agricultural uses." We recommend that suitable setback distances are established, and an effort is made to ensure lower impact land uses are situated in closer proximity to the plant with residential areas located further away.
- The need to plan for utility servicing including water and sewer infrastructure is included in the WOASP.

<u>Healthy Neighbourhood Design</u>: Neighbourhoods where people can easily connect with each other and access a variety of day-to-day services are beneficial to the well-being of residents. A complete, compact and connected neighbourhood can foster better mental and physical health of the individuals within that community. Land use decisions that influence zoning, transportation systems and neighborhood design can support this.

- The WOASP is presented as one complete community containing five neighbourhoods, each with a
  distinct identity and offering a range of housing, commercial, recreational, and institutional land
  uses. The goal is a vibrant community with diverse options for living, working and community
  involvement.
- Mixed use areas are planned for each neighbourhood, which will allow for residences to be in close proximity to open spaces, commercial areas and other community amenities.
- Neighbourhood hubs will support local interactions by providing easily accessible, pedestrianoriented destinations located in areas that could also accommodate future transit-oriented development.
- Urban centres that include a mix of medium to high density housing, recreational uses and commercial establishments will become gathering places that meet a variety of needs for the community.

#### **Airdrie**

Airdrie Regional Health Centre 604 Main Street South Airdrie, AB T4B 3K7 Phone: 403-912-8400 Fax: 403-912-8410

#### Claresholm

Claresholm Public Health 5221 2<sup>nd</sup> Street W PO Box 1391 Claresholm, AB TOL 0T0 Phone: 403 625-4061 Fax: 403-625-4062

#### **Banff**

Banff Health Centre 303 Lynx Street PO Box 1266 Banff, AB T1L 1B3 Phone:403-762-2990 Fax: 403-762-5570

#### Cochrane

Cochrane Community Health Centre 60 Grand Boulevard Cochrane, AB T4C 2B9 Phone: 403-851-6172 Fax:403-851-6009

#### Calgary

Southport Atrium 10101 Southport Road SW Calgary, AB T2W 3N2 Phone:403-943-2288 Fax: 403-943-8056

#### Okotoks

Okotoks Public Health Centre 11 Cimarron Commons Okotoks, AB T1S 2E9 Phone: 403-995-2600 Fax: 403-995-2639

#### Canmore

Canmore Public Health #104, 800 Railway Avenue Canmore, AB T1W 1P1 Phone: 403-678-5656 Fax: 403-678-5068

#### Strathmore



<u>Healthy Housing</u>: Housing features such as quality, accessibility and affordability have impacts on health. Incorporating healthy and varied housing into land use planning assists in fostering good mental and physical health while improving the quality of life for residents of all ages and income levels.

- The WOASP states that there will be a variety of housing types and densities to cater to residents
  of all ages, income levels, and lifestyles.
- Low, medium, and high density residential developments will be integrated throughout the plan area.

<u>Healthy Natural Environments</u>: Research supports a strong relationship between people's exposure to natural areas and the reduction of stress, chronic disease, depression and anxiety as well as improved concentration and cognitive function. Communities that are designed to incorporate the natural environment into their plans can help promote more physical activity and better mental health.

- The open space plan includes a combination of natural areas, parks and pathways, programmed open space, and school sites. The design should accommodate a wide range of passive and active recreation opportunities and provide places for social interaction within walking distance for residents.
- New parks and walkways in the WOASP will be designed to integrate with the existing pathway system to create an interconnected network that links key amenities and promotes active transportation throughout the community and beyond.

<u>Healthy Transportation Networks</u>: Prioritizing active transportation (i.e., walking or cycling) and encouraging residents to choose self-powered movement whenever possible can help reduce emissions and achieve an increase in physical activity, leading to better mental and physical health for residents.

- The WOASP supports the use of active modes of transportation by including an extensive regional pathway network. Both on-street and off-street pathways will provide direct connections to community destinations such as school sites, commercial hubs, and other community spaces.
- Establishing Safe Routes that allow residents of all ages to safely use active transportation to get to major facilities, such as schools, have been identified in the Plan.
- In preparation for future transit service, the road system within the Plan Area should be designed to accommodate efficient transit service and potential bus stops.

#### Airdrie

Airdrie Regional Health Centre 604 Main Street South Airdrie, AB T4B 3K7 Phone: 403-912-8400 Fax: 403-912-8410

#### Claresholm

Claresholm Public Health 5221 2<sup>nd</sup> Street W PO Box 1391 Claresholm, AB TOL 0T0 Phone: 403 625-4061 Fax: 403-625-4062

#### **Banff**

Banff Health Centre 303 Lynx Street PO Box 1266 Banff, AB T1L 1B3 Phone:403-762-2990 Fax: 403-762-5570

#### Cochrane

Cochrane Community Health Centre 60 Grand Boulevard Cochrane, AB T4C 2B9 Phone: 403-851-6172 Fax:403-851-6009

#### Calgary

Southport Atrium 10101 Southport Road SW Calgary, AB T2W 3N2 Phone:403-943-2288 Fax: 403-943-8056

#### **Okotoks**

Okotoks Public Health Centre 11 Cimarron Commons Okotoks, AB T1S 2E9 Phone: 403-995-2600 Fax: 403-995-2639

#### Canmore

Canmore Public Health #104, 800 Railway Avenue Canmore, AB T1W 1P1 Phone: 403-678-5656 Fax: 403-678-5068

#### Strathmore



<u>Healthy Food Systems</u>: How people choose food and what kind of food items they have access to can be influential factors of their overall health status. Land use design decisions may impact the accessibility, quality and variety of food available to residents.

AHS supports the promotion and integration of healthy food systems into the planning process. This may include such measures as:

- Ensuring access to healthy foods in neighbourhood and public facilities (i.e., City Hall, recreation facilities, public libraries, etc.),
- Consideration of the type of food services located in relation to other community uses (i.e., promoting healthy food options near schools), and
- Support of community-scale food infrastructure and services (i.e., enhancing agricultural and community garden capacity or encouraging grocery stores to be located within walking distance of residential areas).

Thank you for the opportunity to provide feedback on the West Okotoks Area Structure Plan. AHS supports the Town of Okotoks in promoting active living and shaping healthier built environments. If you require clarification of the comments made here please contact me at (403) 912-8459 or carol.brittain@ahs.ca.

Sincerely,



Carol Brittain BSc, CPHI(C)
Public Health Inspector II Land Use Specialist
Environmental Public Health
Alberta Health Services, Calgary Zone

#### Airdrie

Airdrie Regional Health Centre 604 Main Street South Airdrie, AB T4B 3K7 Phone: 403-912-8400 Fax: 403-912-8410

#### Claresholm

Claresholm Public Health 5221 2<sup>nd</sup> Street W PO Box 1391 Claresholm, AB TOL 0T0 Phone: 403 625-4061 Fax: 403-625-4062

#### **Banff**

Banff Health Centre 303 Lynx Street PO Box 1266 Banff, AB T1L 1B3 Phone:403-762-2990 Fax: 403-762-5570

#### Cochrane

Cochrane Community Health Centre 60 Grand Boulevard Cochrane, AB T4C 2B9 Phone: 403-851-6172 Fax:403- 851-6009

#### Calgary

Southport Atrium 10101 Southport Road SW Calgary, AB T2W 3N2 Phone:403-943-2288 Fax: 403-943-8056

#### Okotoks

Okotoks Public Health Centre 11 Cimarron Commons Okotoks, AB T1S 2E9 Phone: 403-995-2600 Fax: 403-995-2639

#### Canmore

Canmore Public Health #104, 800 Railway Avenue Canmore, AB T1W 1P1 Phone: 403-678-5656 Fax: 403-678-5068

#### Strathmore



Delivery Services, Transportation Southern Region, Calgary District 2nd Floor, 803 Manning Road NE Calgary, Alberta T2E 7M8 Canada Telephone 403-297-6311 www.transportation.alberta.ca

Our File: 2100/OKOT/West Okotoks ASP

July 27, 2018

Colin Gainer Town of Okotoks

Via Email: cgainer@okotoks.ca

Dear Mr. Gainer:

RE: DRAFT WEST OKOTOKS AREA STRUCTURE PLAN
HIGHWAY 7, WEST OF HIGHWAY 783/SOUTHRIDGE DRIVE

Alberta Transportation has reviewed the draft West Okotoks Area Structure Plan and provides the following comments:

- 1. East of Southridge Drive, Highway 7 is designated as a divided arterial highway with rural cross section within a 90-metre right of way, to be widened to the south. This classification will likely continue on Highway 7 bordering the plan area.
- 2. It is noted that an update to the Highway 7 Functional Planning Study may be necessary to accommodate additional growth within Okotoks in proximity to Highway 7.
- 3. While this classification of Highway typically requires a 1600 metre intersection spacing, it is noted that there are topographic and environmental challenges in meeting this ideal intersection spacing. The locations of major intersections on Highway 7 shown within the Area Structure Plan are acceptable to Alberta Transportation.
- 4. Upgrades to highway infrastructure, including intersections with Highway 7 should be reviewed at the outline plan stage, and identify a strategy for providing required infrastructure improvements prior to approval.

If you have any questions or require additional information please contact this office.

Yours truly,

Trevor Richelhof
Development and Planning Technologist

TBR/pf



July 20, 2018 Our File No.: 18-2574

Your File No.: D10-WE Town of Okotoks Planning and Development Department

SENT: via email

**Attention: Colin Gainer** 

RE: Proposed West Okotoks Area Structure Plan – W 20-20-29-W4, E 19-20-29-W4, E ½ & SW 24-20-1-W5, SE 25-20-1-W5

SE 25-20-1-W5

The Engineering Department of ATCO Pipelines (a division of ATCO Gas and Pipelines Ltd.) has reviewed the above named plan and has no objections subject to the following conditions:

- 1. Any existing land rights shall be carried forward in kind and registered on any newly created lots, public utility lots, or other properties.
- 2. ATCO Pipelines requires a separate utility lot for its sole use.
- 3. A pipeline alteration may be required in this area.
  - All costs associated with any alterations to ATCO Pipelines' pipeline(s) and/or appurtenances to accommodate development will be borne by the developer/owner.
  - This process can take up to 18 months to complete.
- 4. Ground disturbances and surface works within 30 meters require prior written approval from ATCO Pipelines before commencing any work.
  - Municipal circulation file number must be referenced; proposed works must be compliant with ATCO Pipelines' requirements as set forth in the company's conditional approval letter.
  - Contact ATCO Pipelines' Land Department at 1-888-420-3464 for more information.
- 5. Road crossings are subject to Engineering review and approval.
  - Road crossing(s) must be paved and cross at a perpendicular angle.
  - Parallel roads are not permitted within ATCO Pipelines' right(s)-of-way.
  - If the road crossing(s) requires a pipeline alteration, the cost will be borne by the developer/owner and can take up to 18 months to complete.
- 6. Parking and/or storage is not permitted on ATCO Pipelines' pipeline(s) and/or right(s)-of-way.
- 7. ATCO Pipelines recommends a minimum 15 meter setback from the centerline of the pipeline(s) to any buildings.
- 8. Any changes to grading that alter drainage affecting ATCO Pipelines' right-of-way or facilities must be adequate to allow for ongoing access and maintenance activities.
  - If alterations are required, the cost will be borne by the developer/owner.

9. Any revisions or amendments to the proposed plans(s) must be re-circulated to ATCO Pipelines for further review.

If you have any questions or concerns, please contact the undersigned at 780.420.3896 or email Isabel.Solis@atco.com.

Sincerely,

ATCO Pipelines, a division of ATCO Gas and Pipelines Ltd.



Isabel Solis-Jarek

Sr. Administrative Coordinator, Operations Engineering



# MUNICIPAL DISTRICT OF FOOTHILLS NO. 31 309 Macleod Trail, Box 5605



High River, Alberta T1V 1M7
Telephone: (403) 652-2341 Fax: (403) 652-7880
www.mdfoothills.com

July 6<sup>th</sup>, 2018

Colin Gainer RPP MCIP Senior Planner Town of Okotoks P.O Box 20 Stn Main Okotoks, AB T1S 1K1

Via email: cgainer@okotoks.ca

Dear Colin,

RE: Request for Comment on Draft Plan - Proposed West Okotoks Area Structure Plan (WOASP); W 20-20-29 W4, E 19-20-29 W4, E & SW 24-20-1 W5 and SE 25-20-1 W5; File No: D10-WE

Thank you for the opportunity to provide comment on the West Okotoks ASP, M.D. of Foothills staff have reviewed the documentation provided and we have the following comments - all related to transportation matters:

# **Big Rock Trail**

Foothills understands that the transportation planning directs the twinning of Big Rock Trail and requests that the Town ensure that the appropriate standard of access is provided to the existing landowners and businesses currently accessing from Big Rock Trail. Foothills will work with the Town to ensure that access to our landowners is accommodated.

# **Section 6.5 Regional Road Network**

Foothills understands that transportation planning directs the requirement for twinning of Highway 7 and signalization of Hwy 7 intersections. We request more information on the timing of these improvements in order to gain a more fulsome understanding of the impact on traffic in the region.

# **Section 6.6 Sheep River Crossing Functional Study**

Foothills staff requests the opportunity to review the Sheep River Crossing Functional Study to better understand the proposed alignment and the impact this infrastructure may have on Foothills residents.

We have no further comments at this time and look forward to continuing to work with The Town of Okotoks on matters of mutual interest.

Sincerely

Julie McLean MEDes RPP MCIP

Senior Planner

In 22



# FOOTHILLS COUNTY

309 Macleod Trail, Box 5605 High River, Alberta T1V 1M7 Tel: 403-652-2341 Fax: 403-652-7880 www.mdfoothills.com

December 10th, 2019

Colin Gainer RPP MCIP Senior Planner Town of Okotoks P.O Box 20 Stn. Main Okotoks, AB T1S 1K1

Via email: cgainer@okotoks.ca

Dear Colin,

RE: Request for Comment – Revised Draft West Okotoks Area Structure Plan (WOASP);  $W'_2$  20-20-29 W4,  $E'_2$  19-20-29 W4,  $E'_2$  & SW 24-20-1 W5 and SE 25-20-1 W5;

Thank you for the opportunity to provide comment on the most recent revisions to the Draft West Okotoks ASP. We appreciate the willingness of the Town to address the concerns outlined in our November 18<sup>th</sup>, 2019 response to the circulation of the revised ASP. We have reviewed the proposed additional revisions to the ASP and offer the following comments:

# **Big Rock Trail**

In our November response, Foothills County had requested that Policy 2.3.10(d) be amended to indicate that suitable access "will" be maintained for <u>all</u> Foothills County parcels that access from Big Rock Trail (not just the agriculture business parcel). We had also asked that language be added indicating that the two municipalities will work together to ensure appropriate access to Foothills County residents is maintained.

We are satisfied that the proposed amendments to this policy as well as the addition of Policy 6.5(b) in the revised ASP address this concern sufficiently.

# Section 6.5 Regional Road Network

In our November response, we indicated that Foothills was disappointed in the lack of recognition that the lands on the other side of Big Rock Trail and Highway 7 are in Foothills County's jurisdiction and that intersections on these "Regional Roads" serve residents of both municipalities. We had requested some discussion and associated policy on the necessity of working with Foothills County to ensure the regional road system continues to serve the needs of both municipalities.

We are satisfied that the proposed amendments to the text and associated policies in Section 6.5 of the ASP address our concerns.

# **Section 6.6 Sheep River Crossing Functional Study**

In our November 2019 response, Foothills staff requested more robust requirements for working together with Foothills County on determining road alignments through our jurisdiction and for engaging County landowners who would be impacted by this regional infrastructure. We also suggested that there should be reference to the possibility that an IDP amendment may be necessary depending on the results of the study and the outcome of the engagement with Foothills County landowners.

We are satisfied with the proposed revisions to the text and associated policy in Section 6.6 of the ASP.

The successful development of this area will require ongoing cooperation between the Town of Okotoks and Foothills County in order to ensure that the sub-regional transportation network continues to serve the needs of all of our residents. As such, we request that prior to granting final reading for the bylaw to adopt this ASP, the Town make a presentation on the West Okotoks ASP at the Intermunicipal Committee.

Once again, we thank you for the opportunity to provide comments and we look forward to continuing to work with The Town of Okotoks on matters of mutual interest.

Sincerely,

**Foothills County** 

Heather Hemingway Director of Planning

- 6. Letter from Foothills County dated July 6, 2018
- 7. Letter from Foothills County dated December 10, 2019

# Links to Plans and Policy referenced in this report:

- South Saskatchewan Regional Plan (SSRP): <a href="https://open.alberta.ca/dataset/460ac866-4416-4d77-a25a-a02fab85a6ec/resource/8261ce03-aa0f-4621-8e2d-c610a72ac37c/download/south-saskatchewan-regional-plan-2014-2024-february-2017.pdf">https://open.alberta.ca/dataset/460ac866-4416-4d77-a25a-a02fab85a6ec/resource/8261ce03-aa0f-4621-8e2d-c610a72ac37c/download/south-saskatchewan-regional-plan-2014-2024-february-2017.pdf</a>
- CMRB Interim Growth Plan (IGP): <a href="https://www.calgarymetroregion.ca/news/2018/10/5/interim-growth-plan-approved-by-board-on-4th-october-2018">https://www.calgarymetroregion.ca/news/2018/10/5/interim-growth-plan-approved-by-board-on-4th-october-2018</a>
- Inter-municipal Development Plan (IDP): https://www.okotoks.ca/sites/default/files/pdfs/planning/Intermunicipal%20Development%20Plan.pdf
- Current Municipal Development Plan (MDP):
  - https://www.okotoks.ca/sites/default/files/pdfs/publications/MDP%20Consolidated%20August%202019.pdf
- Water Allocation System for Planning Approvals Policy: <a href="https://www.okotoks.ca/sites/default/files/pdfs/planning/Water%20Allocation%20System%20for%20Planning%20Approvals%20Policy.pdf">https://www.okotoks.ca/sites/default/files/pdfs/planning/Water%20Allocation%20System%20for%20Planning%20Approvals%20Policy.pdf</a>

Prepared by: Colin Gainer Senior Planner December 11, 2019 Okotoks AB TS1 1S5

January 16, 2020

**Planning Services** 

Town of Okotoks

8 Elizabeth Street

Okotoks AB T1S 1K1



Dear Mr. Colin Gainer,

Re: Notice for Bylaw 6-20 Proposal WOASP

We write in regard to the above future urban development proposal. Since we are adjacent landowners, located off Big Rock Trail, we have expressed the following concerns in the past. Those being; the increase in traffic and noise pollution, the decrease in the value of our homes, as well as limiting the ability to sell our homes, due to the aforementioned. Also, the quality of life which has been enjoyed by long term residents, who have significantly contributed to the Town for over 20 years, will be greatly impacted by this development.

It is our opinion, that this plan may well move forward, therefore, we are requesting that a noise barrier {a concrete wall, such as those erected in the city of Calgary} be constructed prior to the beginning of this project. This development, it appears will take a considerable amount of time and may even result in a 4 lane road. We wish to be shielded from the noise and pollution and protect our quality of life, which will be impacted significantly by this development.

We look forward to your response and acceptance of our request.

Jim and Judy Buck Jim to Judy Buck - 640 Sleep River Mews

Marline Parfenuik Marling Parfenuik - 642 Sheep Brown Mews.

Debra Goossen River Court Sincerely, Peter and Rosemarie Walter Italiante Rosemane Walter 638 Sheep River Musi

Al and Barbara Zandbelt Ul + Barbara Zandbelt - 75 SHERRIVER HEIGHTS, OKOLOWS

# **Colin Gainer**

**From:** Bryce Hartsburg

**Sent:** January 18, 2020 9:26 PM

**To:** Colin Gainer **Cc:** Bryce Hartsburg

**Subject:** Bylaw 6-20 - Written Comments in reference to WOASP - For Public Record

**Attachments:** Additional Road Closure Area.png; Road Connection Removal.png

Hello Colin,

Please ensure my comments are submitted to the public record. I am including the below email thread from Sept 2019 when we discussed the issues I had with the WOASP on the phone and email.

My major concern is regarding the increased traffic that the proposed development plan will generate onto Westland street in front of my residence. There is already a serious existing traffic concern with speeding cars and the safety of people walking and playing along Westland street as it stands today. Many of my neighbours and myself have all called into Okotoks bylaw or the RCMP on numerous occasions about the speeding, but without an officer sitting there constantly there is not much they can do nor have they reduced it in any way. There is also a heavy flow of traffic from the shopping areas in the south of Okotoks through Westmount and over to Sheep River area as well adding to this problem. I believe that Westland street will be used as a major thoroughfare from the Okotoks shopping areas back through the Westmount area to enter the new development as well as Sheep River area. I have a hard time believing people will go out to HWY 7 to utilize that entrance on the south side of the development. Utilizing Westland street to access this new area would be a shorter distance and much quicker than going around and utilizing the other entrances. The last thing I nor anyone else would want is for someone to get hit by a speeding vehicle and I believe the proposed development plan increases the risk of that occurring immensely.

The above issue has been brought up by myself and many of my neighbours at the numerous developer meetings over the past few years and each revision to the plan drafts I have seen no changes. I most recently discussed these concerns with yourself, Colin Gainer on the phone/email in Sept 2019 as per the below email thread.

I'm not opposed to further development but I do believe some changes need to be made to plan to reduce the safety concerns noted above. I have included some suggestions of potential road network changes and/or additional road closures that would ease my concerns. The WOASP also discussed potential traffic calming measures but doesn't detail this out for the area of concern noted on the map. I feel that if my proposed changes to removing road network connections or additional road closures are not implemented to the plan, traffic calming measures at a minimum should be included. This should be absolutely be included before the development progresses further to ensure this is rectified prior to development and having to implement an afterthought "band-aid" solution should the worse happen and someone gets injured.

The included marked up screen shots from the current WOASP draft from December 2019 shows the area of concern and some thoughts of how it could potentially be improved. The proposed road closures from the WOASP rectifies these concerns on the North end of Westland street but not the south end that wraps around to the east right in front of an elementary school. Area of concern is highlighted in Orange on both maps.

The first attachment called "Road Connection Removal" shows the road connection that if eliminated from the plan all together would rectify the concerns of increased traffic. This would require the new development area residents to utilize the main entrances to the new area from Big Rock Trail or HWY 7, instead of through Westmount. This proposed idea was brought up at at least three of the previous developer planning meetings by myself and other neighbours and was dismissed each time, with no amendments to the draft plan at each release.

The second attachment called "Additional Road Closure Area" shows a highlighted green area of an additional road closure that would block the flow of traffic from the south Okotoks shopping areas from flowing through Westmount, towards the new development and Sheep River areas. This would push traffic onto Southridge Drive and HWY 7 as I'm sure the plan intended, and actually would reduce Westmount traffic. The additional road closure still allows for multiple points of egress from the existing homes along the Orange highlighted area. The other proposed road closure area could even be removed potentially. The highlighted green area could also be a potential location for traffic calming measure like a speed reducing traffic circle.

My suggestions are obviously my opinions and thoughts but I am open to further ideas from the Okotoks engineering team that would eliminate/reduce traffic additions to an already concerning section of road. My ultimate goal from comments is to ensure that my family and our community stays safe and nobody gets hurt. The current plan does not address any of these concerns.

If you would like to setup a time to come by our house and see the existing traffic concerns, discuss my proposed solutions, or require further clarification I am happy to discuss or assist in anyway.

Thanks, Bryce Hartsburg

From: Bryce Hartsburg

Sent: September 12, 2019 4:32 PM

**To:** cgainer@okotoks.ca <cgainer@okotoks.ca> **Subject:** Westland Street Traffic concerns with WOASP

Hi Colin,

Appreciate you taking the time to talk with me today.

As I mentioned myself and many of these neighbours along Westland street, even in the estates culdesac behind have concerns of increased traffic due to the new development. Westland street is already a major concern with speeding and I nor anyone else would want a kid to get hit by a vehicle.

Myself and a number of neighbours have been to the developer meetings and voiced our concerns but each update to the plan shows no changes.

As we discussed on the phone, I think there should be an additional road closure or at a minimum some intense traffic calming measures(in the proposal now) to ensure the existing problems do not get worse.

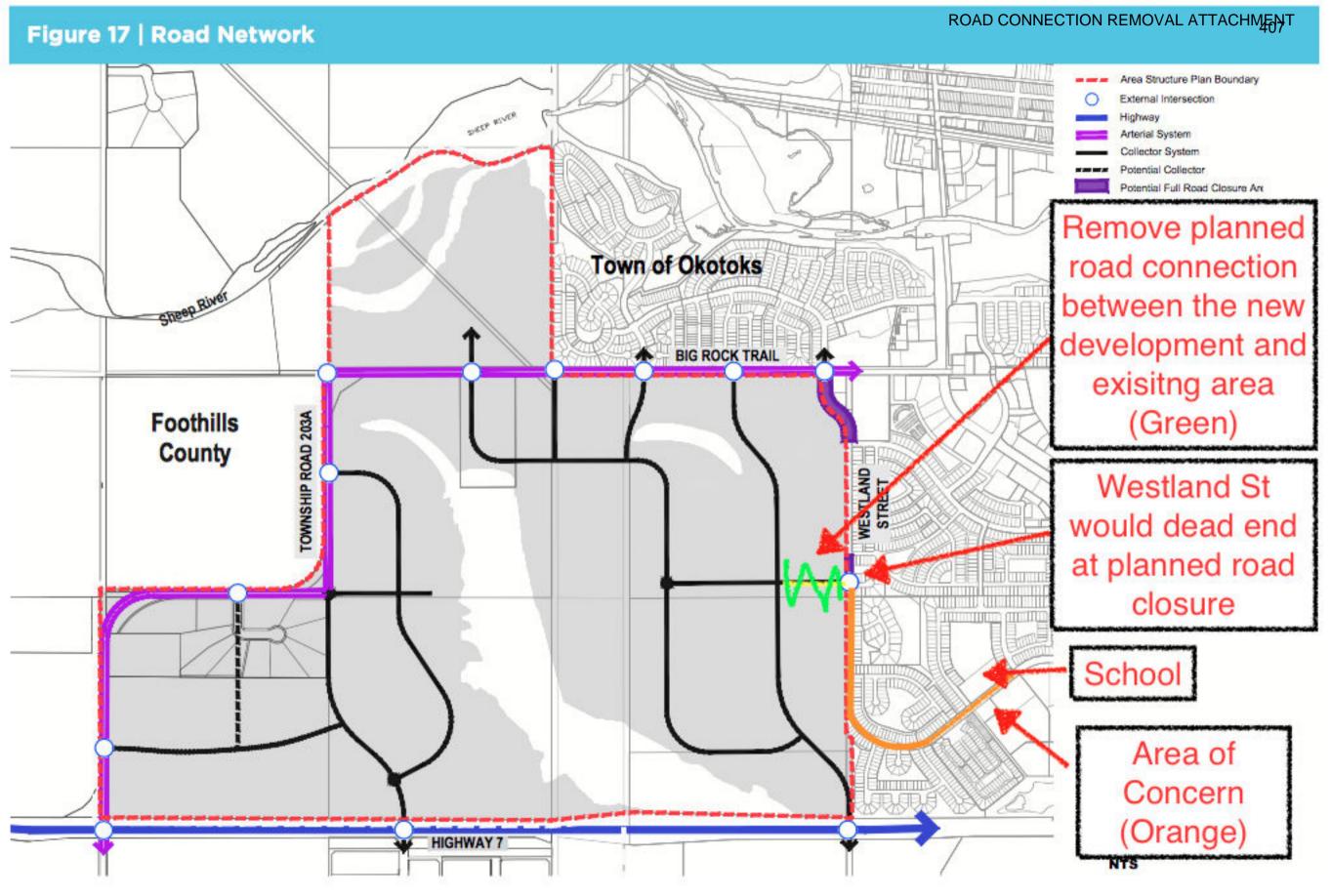
I also forgot to mention the obvious solution to just not connect the new development to Westmount. I attached this photo as well. This idea was posted numerous times by other neighbours on the developers map at at least three of the development meetings we have been too but doesn't seem to have been acknowledged by them.

Let me know if you or anyone from your team would like to stop by our house to discuss and you can see first hand the traffic and speeding concerns that exist.

Happy to discuss this further or assist in anyway.

Thanks
Bryce Hartsburg

- -



# **Colin Gainer**

From: Colin Ryan

**Sent:** January 20, 2020 4:50 PM

**To:** Colin Gainer

**Subject:** Attention: Colin Gainer re: Bylaw 6-20 and January 27 public hearing

Dear Mr. Gainer,

Please accept my concern regarding a proposed Off Street Pathway indicated in Figure 16 (pg 89), of the Draft WOASP, running north from Big Rock Trail and parallel to Sheep River Heights.

Our house at 107 Sheep River Crest has spectacular unrestriced views of the mountains, which adds significant value to our enjoyment of the property, and was a major factor in our choice to live in Okotoks. The WOASP development plan indicates a walkway, described above, which would seem to place it along the top of the ridge behind our house, and those of our neighbours on Sheep River Heights. Any accompanying walkway landscaping would have a major impact on our views, on our enjoyment of the location and of the property values. I would propose to locate the proposed path a few metres to the west, to just below the top of the ridge which would still afford great views from the path while having no impact on the views from the properties along the west side of Sheep River Crest.

I hope this simple change could be incorporated at this early stage and mitigate the undesirable effect of obstructing the wonderful views we and our neighbours currently enjoy.

Thank you, Colin Ryan 107 Sheep River Crest Okotoks, AB T1S 2B6



**Nathan Petherick** 

Partner

BA, MA, RPP, MCIP

d | 403 692 4356 c | 587 216 7505 npetherick@bapg.ca

January 21, 2020 Project: 1738

Town of Okotoks PO Box 20, Station Main, 5 Elizabeth St., Okotoks, Alberta T1S 1K1

Attention: Mayor and Council

Re: **Support for West Okotoks Area Structure Plan** 

Proposed Bylaw No. 6 – 20

On behalf of the project sponsors and area landowners, Tristar Communities and New North Projects Ltd., we would like to express our support for the West Okotoks Area Structure Plan (WOASP) proposed under Bylaw No. 6 - 20. An overview of the project timeline inclusive of key project communications, engagement initiatives and project milestones can be found in Attachment 01 - Project Timeline.

Development of the WOASP has been a collaborative and intensive process initially commenced in June 2015 when Council (Via Motion 15.C.338) requested a strategic review and evaluation of the lands as part of the annexation process underway at that time. As part of this strategic review, conceptual land use plans and preliminary technical evaluations were prepared and ultimately the subject lands were included within the annexation application. Following the Town's successful annexation effective July 1, 2017 work on the project intensified with the launch of a comprehensive project communications platform and engagement with Town administration, plan area landowners, adjacent landowners, and other project stakeholders to help shape and guide the development of the WOASP.

As the WOASP process advanced, the Town of Okotoks Municipal Development Plan (MDP) review and update commenced in the Spring of 2018. Recognizing the need for statutory plan consistency, and the evolving nature of the MDP process, the project team has been working closely with Town administration to ensure alignment between the WOASP and MDP. While the MDP review and update process is not yet complete, the WOASP contains clear policy obligations that a review and update to the WOASP shall be required following Town approval of the MDP in order to ensure statutory plan consistency.







The West Okotoks Area Structure Plan has been developed in close collaboration with the project sponsors, plan area landowners, town administration, school divisions, government agencies, utility companies, adjacent landowners and a range of other stakeholders. Project communications have included a comprehensive communications platform consisting of a project website, e-news updates, information booklets, post card and letter mail-outs to ensure project stakeholders were apprised on a regular basis of the project status and the opportunity to engage with the project team.

Project engagement initiatives have included ongoing stakeholder meetings as required to support issue resolution, an adjacent resident information session held in June 2018 and public open house held in June 2019. Throughout the engagement process, all feedback received has been recorded and carefully considered to support the development and advancement of the project.

Based on the results of baseline and technical studies and the comprehensive approach to communications and engagement that has been advanced throughout the WOASP process, the WOASP presents a comprehensive vision and corresponding land use plan to support complete community development. Key land use components of the plan include:

- One (1) community;
- Five (5) neighbourhoods;
- Three (3) interface areas;
- Three (3) neighborhood hubs;
- Three (3) community nodes;
- Five (5) elementary school sites;
- One (1) potential high school site;
- One (1) potential cemetery expansion area;
- One (1) water reservoir site;
- Five (5) stormwater retention facilities;
- One (1) special policy area adjacent to Sheep River;
- One (1) major open space network protecting significant features.

The WOASP land use plan is supported by a transportation and servicing framework which has been informed by intensive technical study. The plan area at full build out shall accommodate and wide range of land uses estimated to accommodate a future population of approximately 24,000 persons and approximately 2,300 jobs based on the non-residential land use allocation proposed. The development of the plan area shall be supported by a comprehensive multi-modal transportation network consisting of local / collector / arterial roadways, on street pathways and off street pathways providing connectivity throughout and to and from the plan area. The proposed transportation network, key access points and proposed road closures to mitigate transportation impacts has been informed by the evaluation of fourteen (14) different transportation options that were modelled and evaluated to inform the preferred transportation scenario.



The development of the WOASP has been an intensive process spanning approaching almost five (5) years since a strategic evaluation of the lands was undertaken. The WOASP has evolved in direct response to the feedback received from all project stakeholders to arrive at Bylaw No. 6 -20 which is before Council. We respectfully wish to formalize our support for this bylaw and request that subject to public hearing deliberations that Council consider second reading and advancement of the WOASP to the Calgary Metropolitan Region Board (CMRB) to move through the Interim Regional Evaluation Framework (IREF) process.

Respectfully yours,

Nathan Petherick, RPP, MCIP Partner, B&A Planning Group

CC:

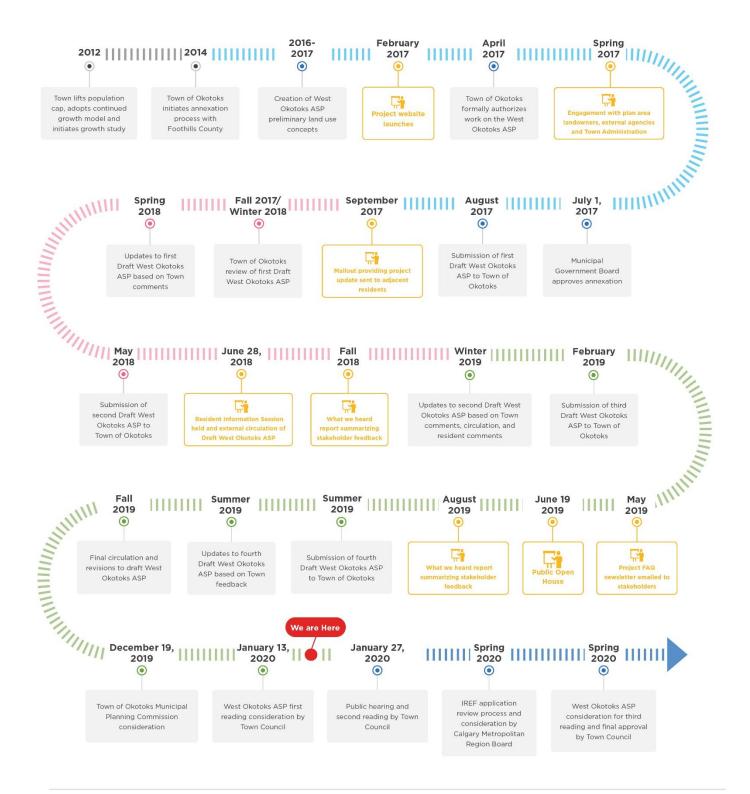
Colin Gainer, Town of Okotoks Moez Moledina, Tristar Communities Rahim Lakhoo, Tristar Communities Joe Drisdale, New North Projects Ltd. Greg Herndier, New North Projects Ltd.

Encl:

Attachment 01 – WOASP Project Timeline



# Attachment 01 - WOASP Project Timeline





# RESPONSE TO COUNCILLOR INQUIRY / SUGGESTION

# COUNCILLOR THORN

Councillor Thorn inquired regarding the cost to obtain LEED certification on Town owned buildings.

# **Estimated Administrative Time to Respond**

| $\boxtimes$ | ☑ Under 4 hours (no motion required) |                  |     |
|-------------|--------------------------------------|------------------|-----|
|             | Over 4 hours (motion required)       | Estimated Hours: | n/a |

# **Motion**

n/a

# Response

Using LEED certification as a requirement creates a design standard the project must achieve. This standard would include mechanical systems, natural light, environment comfort, air quality, and a building envelope for the overall performance in saving energy. Some additional costs for the certification versus just shadowing would include the modelling, design standards, and monitoring the systems to verify the performance of the building is achieving the expectations of the design model.

Actual cost value to achieve LEED certification for a project will vary between the contractors based on the work required. The tender package for the Operations Centre indicated LEED gold certification was required as a deliverable and all work associated was to be included in the construction project cost. LEED is also structured to allow some flexibility when designing the project. Designers must achieve the base credits and then purse options for the additional points needed for certification, which can alter construction costs.

The total cost for the Operations Centre was \$17M. The estimated cost for the LEED portion of the Operations Centre project was \$150,000 (\$5,000 for the LEED application and \$145,000 for the consultant's work). The work included design, modelling, quality control, and performance monitoring for one year after occupancy, which is a base requirement of LEED.

# Attachment(s)

n/a

Prepared by: Rob Mueller Permits, Inspection & Assessment Manager January 20, 2020



Healthy Albertans. Healthy Communities. **Together.** 



Medical Officer of Health 10301 Southport Lane SW Calgary AB T3P 1B4 Telephone: (403) 943-0206 Facsimile: (403) 943 0200

January 10, 2020

Dear Municipal Elected Officials and Leaders

# Re: Legalization of Edibles, Extracts and Topicals (EET) - Information for Municipalities

I am pleased to provide you with the attached resource titled: *Phase Two of Cannabis Legalization - Edibles, Extracts and Topicals, Public Health Information for Municipalities.* Phase 2 of the federal government plan to legalize and regulate Edibles, Extracts and Topical (EET) forms of cannabis began on October 17, 2019, when the Cannabis Act was amended. Legal EET products are expected to be available in regulated cannabis retail stores by mid-January 2020. The legalization of EETs, three new and/or expanded classes of cannabis products, will have an impact on your existing local bylaws regarding consumption of cannabis in public places.

Alberta Health Services (AHS) advises that a precautionary approach be taken to minimize substance use harms and unintended consequences. This approach recognizes that it is easier to relax or remove restrictions at a later date than to tighten them after decisions have been announced, bylaws have been enacted, and investments have been made. This precautionary approach is consistent with the recommendations of the Federal Task Force on the Legalization and Regulation of Cannabis (Government of Canada, 2016). It applies the wisdom and lessons learned from alcohol and tobacco policy, which is to begin with more restrictive regulations and ease restrictions only as evidence becomes available.

AHS has developed the attached resource for municipalities to provide relevant information to assist in developing or revising local bylaws. This document outlines how EET may impact local regulations and how you can use this opportunity to strengthen or create new bylaws, based on a public health approach. It addresses consumption in public places, medical exemptions, multi-unit housing and festivals.

The location, method and accumulated volume of cannabis consumption can create a number of concerns, including increased youth access and increased normalization among youth due to increased visibility and exposure. Public consumption bylaws have the potential to protect the community and its citizens. Effective regulation, as identified in the intent behind federal legalization, supports federal and provincial goals to keep cannabis out of the hands of youth and to protect public health and safety.

AHS recognizes municipalities as important partners in public health. If you would like more information or support as you and your Council consider the impact of EET on your local bylaws, please feel free to contact me directly.

Sincerely,

David Strong, MD, MHSc, FRCPC

Lead Medical Officer of Health, Calgary Zone

Alberta Health Services

Attached: Phase Two of Cannabis Legalization - Edibles, Extracts and Topicals, Public Health Information for Municipalities

# Phase 2 of Cannabis Legalization – Edibles, Extracts and Topicals

# PUBLIC HEALTH INFORMATION FOR MUNICIPALITIES

Alberta Health Services (AHS) recognizes that municipalities have options for their cannabis-related bylaws now that Edibles, Extracts and Topicals are included in the federal Cannabis Act. To assist in making these complex decisions, AHS encourages municipalities to consider social and health harms. Overall, because we know so little about the impacts of cannabis on the health of communities and Albertans, we support a more restrictive environment until a larger body of research can tell us more. In this document you will find information about the public health approach to public consumption that addresses multi-unit housing, vaping, medical exemptions, and festivals.

# **PUBLIC CONSUMPTION**

Restricting consumption of cannabis in public places sets up a regulatory environment that can help achieve the federal and provincial objectives of legalization, which include: protecting public health, restricting youth access, and protecting safety on roads, and in workplaces and public spaces.

# ALBERTA HEALTH SERVICES ADVISES MUNICIPALITITIES TO RESTRICT CONSUMPTION IN PUBLIC PLACES (INDOORS AND OUTDOORS) COMPLETELY

# What does a complete restriction mean?

- It means cannabis consumption is prohibited in public places, limiting use to private residences only, for:
  - o Combustibles (smoking/vaping/dabbing)
  - Edibles (beverages/food)
  - Extracts (sprays/capsules/ high potency concentrates)
- It means the protective measures that society has worked diligently for years to put in place for alcohol and tobacco will be the minimum for cannabis. This approach recognizes the decades of lessons learned from other intoxicating substances.

AHS recognizes there are special considerations related to multi-unit housing, medical users and festivals. We have provided additional information about these issues on the following page.

# SUBSTANCE USE COSTS ALBERTANS \$5.5 BILLION PER YEAR OR \$1,332 PER PERSON PER YEAR REGARDLESS OF AGE.<sup>1</sup>

Best practices in substance use help to reduce these costs and harms.

# Why restrict public consumption?

- Restricting public consumption helps to limit public intoxication and reduce health and social harms in the community. This is best achieved through policy.
  - The Netherlands found less restrictive regulations caused health and social issues and are now implementing more restrictive regulations, including closing "coffee shops".<sup>2</sup>
- Occupational Health & Safety regulates both alcohol and cannabis (intoxicating substances) in the workplace to prevent workplace harms.<sup>3,4</sup> In addition, public policies regulate alcohol consumption in public places to prevent harms. Restricting cannabis consumption in public places aligns with alcohol restrictions and mirrors the Occupational Health and Safety approach.
- It aligns with alcohol regulations. This means open bottles/cans of either cannabis or alcoholic beverages would not be allowed in public spaces.<sup>5</sup> This helps to prevent an increase of cannabis and alcohol-related harms and associated costs.
- While there may be practical challenges to regulation enforcement (e.g., proof edibles contain cannabis), having regulations in place supports public health and safety.
- It prevents harm from second-hand cannabis smoke/vapour.<sup>6, 7, 8, 9, 10, 11</sup>
- Children tend to copy what they observe and are influenced by the normality of any type of smoking behavior around them. Thus public consumption risks increasing cannabis use and associated harms.<sup>11</sup>
- All jurisdictions that have legalized cannabis advise starting with stricter regulations.<sup>12</sup>
- In all U.S. legalized states, decision makers banned public consumption at onset.





# SPECIFIC CONSIDERATIONS IMPACTING PUBLIC CONSUMPTION DECISIONS

# **MULTI-UNIT HOUSING RESIDENTS**

# If cannabis consumption is only allowed in private units/ residences, some of which have no-smoking/vaping rules, does this disadvantage multi-unit housing residents' ability to consume cannabis?

- All residents have the option of consuming other forms of cannabis in their private units, such as: edibles, drinks, capsules, sprays, or tinctures.
- As with tobacco, multi-unit housing complexes are advised to have smoke-free and vape-free indoor spaces and provide outdoor designated areas on common property for smoked or vaped products, five or more meters away from doors, windows and fresh-air intakes. If the complex is not smoke free, residents can request designated outdoor smoking and vaping areas to ensure the health and safety of all residents.

# What if residents want the fast-acting effects that smoking/vaping cannabis provides?

- There are alternative products that have similar effects without the harmful effects of second-hand smoke or vapour.
- Residents can use outdoor designated consumption areas as recommended above.

# **VAPING**

# Is vaping a safer form of consumption?

- Vaping is not without risks and the health impacts are not fully understood. Vaping may also result in more frequent use and use of higher THC products.<sup>13</sup>
- Harms related to vaping may include severe lung disease, however at the time of this writing not enough is known about these emerging cases to understand the cause or full extent of the risks and harm.
- There is no evidence that second-hand exposure to vapour is safe, thus a precautionary approach is advised.

#### MEDICAL EXEMPTIONS ARE REQUIRED

- There are many different forms of cannabis products that medical users can choose from, particularly that do not involve smoking or vaping of the product.
- The Canadian Medical Association does not support combustible products as initial prescribed product for medical purposes, as alternative forms are available that minimize health risks to the patient and second hand exposure risks to those around them.<sup>15</sup>

# **FESTIVALS**

# Should festivals allow public consumption in the form of "cannabis gardens" (similar to beer gardens)?

- The most protective option and best way to reduce short and long-term health and social harms is to not allow cannabis gardens, because:
- o It normalizes consumption. Normalization means that a behavior or activity becomes a 'normal part' of leisure and lifestyle and is no longer considered potentially harmful. The more often use is normalized and permitted, particularly in public spaces, the greater the risk of health and social harms to communities.
- o Children tend to copy what they observe and normalizing smoking behaviour is of particular concern. As seen with alcohol and tobacco, normalization leads to increases in rates of use, including associated harms.
- Of potential noise and nuisance complaints. For example, the City of Hague, Netherlands now restricts public consumption because of the many complaints from residents and visitors regarding smell and noise.<sup>2</sup> The Calgary Stampede has designated their event as family friendly, by banning on-site consumption.<sup>16</sup> The Vancouver Park Board has banned 4/20 events because of the negative impact on residents, parks and facilities.<sup>17</sup>
- There may be liability for festival organizers due to risk of harm related to intoxication.

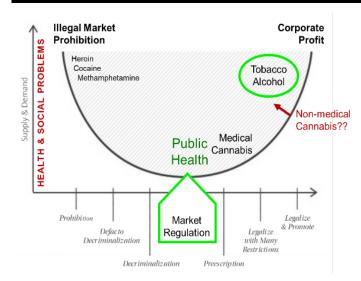
# Since people will smoke/vape in the general festival space anyway, wouldn't having a designated space for smoking/vaping be a better option?

- The most protective option for the public is to prohibit public consumption.
- AHS, in collaboration with municipalities, will review and monitor harms over time. Recommendations and practices
  could shift as we learn more.





# WHAT IS A PUBLIC HEALTH APPROACH TO CANNABIS LEGALIZATION?



A public health approach strives to maximize benefits and minimize harms of substances, promote the health of all individuals of a population, decrease negative impacts on vulnerable populations, and ensure harms from interventions and legislation are not disproportionate to harms from the substances themselves. Key considerations when developing bylaws and the practices that support them include:

- Taking a precautionary approach with stricter regulations to reduce health and social problems over time.
- Begin with a more restrictive framework and ease restrictions as evidence becomes available.
- Regulations allow for enforcement when needed and are not intended to shift burden of legalization to marginalized groups. Controls and education can be put in place to ensure an equitable approach to enforcement.

# FOR MORE INFORMATION PLEASE CONTACT YOUR LOCAL MEDICAL OFFICER OF HEALTH AT 403-943-0206.

# REFERENCES

- 1 Canadian Substance Use Costs and Harms Scientific Working Group. (2018). Canadian substance use costs and harms in the provinces and territories (2007-2014). Prepared by the Canadian Institute for Substance Use Research and the Canadian Centre on Substance Use and Addiction. Ottawa, Ont.: Canadian Centre on Substance Use and Addiction.
- 2 The Hague, Ban on Smoking Cannabis, available online https://www.denhaag.nl/en/general/ban-on-smoking-cannabis.htm
- 3 Government of Alberta, (2019). Impairment in the workplace. Information for employers and workers on how to recognize and respond to impairment in the workplace. Available online: <a href="https://www.alberta.ca/impairment-workplace.aspx">https://www.alberta.ca/impairment-workplace.aspx</a>.
- 4 Occupational and Environmental Medical Association of Canada. (2018), Position Statement on the Implications of Cannabis Use for Safety-Sensitive Work. Available from: <a href="https://oemac.org/wp-content/uploads/2018/09/Position-Statement-on-the-Implications-of-cannabis-use.pdf">https://oemac.org/wp-content/uploads/2018/09/Position-Statement-on-the-Implications-of-cannabis-use.pdf</a>
- 5 Giesbrecht, N., Wettlaufer, A., April, N., Asbridge, M., Cukier, S., Mann, R., McAllister, J., Murie, A., Plamondon, L., Stockwell, T., Thomas, G., Thompson, K., & Vallance, K. (2013). Strategies to Reduce Alcohol-Related Harms and Costs in Canada: A Comparison of Provincial Policies. Toronto: Centre for Addiction and Mental Health.
- 6 Chief Medical Officers of Health of Canada & Urban Public Health Network. (2016). Public health perspectives on cannabis policy and regulation. Available from <a href="http://uphn.ca/wp-content/uploads/2016/10/Chief-MOH-UPHN-Cannabis-Perspectives-Final-Sept-26-2016.pdf">http://uphn.ca/wp-content/uploads/2016/10/Chief-MOH-UPHN-Cannabis-Perspectives-Final-Sept-26-2016.pdf</a>
- 7 Cone E., Bigelow G., and Herrmann E., et al. (2011) Non Smoker exposure to Secondhand cannabis Smoke. III Oral Fluid and Blood Drug Concentrations and Corresponding Subjective Effects. *Journal of Analytical Toxicology*, 39(7), 497-509
- 8 Marrtens R., White P., Willams A., and Yauk C. (2013) A global toxicogenomic analysis investigating the mechanistic differences between tobacco and marijuana smoke condensates in vitro. *Toxicology*, 308, 60-73
- 9 The Health Technology Assessment Unit, University of Calgary, University of Calgary. (2017) Cannabis Evidence Series: An Evidence

- *Synthesis*. Available from <a href="https://open.alberta.ca/dataset/cannabis-evidence-series-an-evidence-synthesis">https://open.alberta.ca/dataset/cannabis-evidence-synthesis</a>
- Holitzki et al. (2017). Health effects of exposure to second- and thirdhand marijuana smoke: a systematic review. CMAJ Open, 5(4), E814-F822
- 11 D'Amico, E. J., Miles, J. N., & Tucker, J. S. (2015). Gateway to curiosity: Medical marijuana ads and intention and use during middle school. Psychology of Addictive Behaviors, 29(3), 613.
- 12 Canadian Centre on Substance Abuse, (2015). Cannabis Regulations: Lessons Learned in Colorado and Washington State. Available from: <a href="https://www.ccsa.ca/sites/default/files/2019-04/CCSA-Cannabis-Regulation-Lessons-Learned-Report-2015-en.pdf">https://www.ccsa.ca/sites/default/files/2019-04/CCSA-Cannabis-Regulation-Lessons-Learned-Report-2015-en.pdf</a>
- Budney, A.J., Sargent, J.D., Dee, D.C. (2015). Confirmation of the Trials and Tribulations of Vaping. Addiction, 110, 1705–1711
- 14 Centers for Disease Control and Prevention (2019). Outbreak of Severe Pulmonary Disease Associated with Using E-cigarette Products. August 30, 2019. Available online: <a href="https://www.cdc.gov/tobacco/basic\_information/e-cigarettes/severe-lung-disease.html">https://www.cdc.gov/tobacco/basic\_information/e-cigarettes/severe-lung-disease.html</a>
- Allan, G.M., Ramji, J., Perry, D., et al. (2018). Simplified guidelines for prescribing medical cannabinoids in primary care. Canadian Family Physician. 64 (2) 111-120
- Nickel, R., Williams, N., (2019). Cannabis banned at first Calgary Stampede since legalization. Global News, July 5, 2019. Available online: <a href="https://globalnews.ca/news/5466568/calgary-stampede-cannabis-ban/">https://globalnews.ca/news/5466568/calgary-stampede-cannabis-ban/</a>
- 17 Vancouver Parks Board, April 17, 2018 Available online: http://vancouver.ca/news-calendar/park-board-message-on-420-marijuana-event-at-sunset-beach-park.aspx







January 10, 2020

JAN 21 2020
RECEIVED

His Worship William (Bill) Robertson Town of Okotoks PO Box 20 Okotoks AB T1S 1K1

Dear His Worship Robertson,

The Alberta Order of Excellence is the highest honour the Province of Alberta can be bestow on a citizen of this province. The membership of the Order reflects a true diversity of strengths, ideas and fields of endeavor and yet all members have one thing in common. They are united in their understanding that caring and committed individuals can and do make a difference in the strength of our communities, in the quality of life enjoyed by Albertans and in the benefits Canada has to offer the world.

Because of your position, I trust that you might know a remarkable Albertan who has made significant contributions to the lives of other Albertans and deserves to be considered for this honour. If so, I encourage you to nominate them for 2020. Nominees must be Canadian citizens, live in Alberta and have made a significant contribution provincially, nationally or internationally.

More information and nomination forms are available on our website at www.lieutenantgovernor.ab.ca/aoe. The deadline for submission is Friday, February 15, 2020.

Sincerely,

Andrew C.L. Sims

Chair

Facebook: @AlbertaOrderofExcellence

Twitter: @AOEalberta



Affordable Housing Task Force Wednesday, January 22, 2020 at 6:00 p.m. Municipal Centre – Council Chamber

# **Notes and Action Items**

Members Present Shawn Rose, Chair

Tannis Andrejcin Charles Boechler

Karen Neal Marcia Reid Dean Salter Brigitte Baradoy Mark Watts Lauren Ingalls

Town of Okotoks Representatives Present Joan Botkin, Communications Manager

Other Representatives Lee Provost, Urban Matters

|    | Agenda Item  | Brief Description                                 | Action   |
|----|--|---|--|
| 1. | Review of<br>December 17,<br>2019 Notes and<br>Action Items      | n/a   | n/a  |
| 2. | Review Changes<br>and Finalize<br>Affordable<br>Housing Strategy | Presented by Lee<br>Provost from<br>Urban Matters | <ul> <li>Joan to send information/dates on Community Visioning public engagement.</li> <li>Link statement from United Nations to Canada's affordable housing strategy.</li> <li>Members discussed challenges to tracking and monitoring housing needs and discussed if there could be an app to would help with this.</li> </ul> |

|    |                                     |                        | <ul> <li>Lee will complete current changes tomorrow and will post immediately for members to review. Members will send individual changes to Lee by January 29<sup>th</sup>.</li> <li>Lee will send the final draft to the Task Force by Feb. 3<sup>rd</sup>.</li> </ul>   |
|----|-------------------------------------|------------------------|--|
| 3. | Upcoming<br>Council<br>Presentation | Joan to provide update | <ul> <li>Presentation may be delayed to allow time for<br/>the Task Force to review the final document.</li> <li>Goal is to present to Council by the end of<br/>February or early March.</li> </ul>   |
| 5. | Items Arising                       | n/a                    | <ul> <li>The next AHTF meeting will be Wednesday, February 5<sup>th</sup>.</li> <li>Representatives from administration will be in attendance at the next meeting to discuss implementation.</li> <li>Joan will explore the scope of work for Urban Matters and identify if adjustments to the contract are required.</li> </ul> |
| 6. | The meeting adjou                   | irned at: 9:00 pm      |  |

# UNADOPTED MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL PLANNING COMMISSION THURSDAY, JANUARY 16, 2020 IN THE OKOTOKS MUNICIPAL CENTRE COUNCIL CHAMBER

**COMMITTEE MEMBERS** 

**PRESENT** 

Darren Flood, Chair Councillor Rockley Councillor Sands Claudia Kreplin

Jesse Krsa

Merlin MacNaughton

Karen Neal

STAFF PRESENT Velma Gallant, Recording Secretary

\_\_\_\_\_\_

# 1. ADOPTION OF AGENDA

1.1 Call to Order

Chair Flood called the meeting to order at 7:00 p.m.

1.2 Additions and/or Deletions

None

1.3 Adoption

MOTION 20.MPC.01

By J. Krsa

That the January 16, 2020 agenda for the Municipal Planning Commission be adopted as presented.

Carried Unanimously

# 2. MINUTES OF PREVIOUS MEETING

2.1 Municipal Planning Commission Meeting - December 19, 2019

MOTION 20.MPC.02

By Councillor Sands

That the minutes of the Municipal Planning Commission Meeting held December 19, 2019 be adopted as presented.

Carried Unanimously

# 3. SUBDIVISION APPLICATIONS

None

# 4. DEVELOPMENT PERMIT APPLICATIONS

None

# 5. STATUTORY PLANS AND BYLAWS

# 5.1 Bylaw 02-20

A. Brinda, Senior Planner, reviewed the report containing the proposal for Bylaw 02-20 to amend Land Use Bylaw 40-98 by adding "dwelling, secondary suite" and "dwelling, accessory" to the list of discretionary uses in the Country Residential and Agriculture Districts.

MOTION 20.MPC.03

By K. Neal

That Council be advised that the Municipal Planning Commission supports Bylaw 02-20 as presented.

Carried Unanimously

# 5.2 Road Closure Bylaw for Portion of 2<sup>nd</sup> Street East

C. Gainer, Senior Planner, reviewed the report containing the proposal for the Road Closure Bylaw to close a portion of undeveloped government road allowance (2<sup>nd</sup> Street East) lying adjacent to Lot 1, Plan 001 2490 and Lot 2, Block 9, Plan 151 2944 to allow for the sale to adjacent landowners.

There was discussion regarding how the road will be physically closed, potential sale of the lots to adjacent landowners, and current development status of the land.

MOTION 20.MPC.04

By M. MacNaughton

That Council be advised that the Municipal Planning Commission supports the proposed closure of a portion of 2<sup>nd</sup> Street East as presented.

Carried Unanimously

# 5.3 Bylaw 11-20 for Changes to Environmental Reserve Boundaries

C. Gainer, Senior Planner, reviewed the report containing the proposal to amend Bylaw 11-20 to change the boundaries of the environmental reserve Lots 3ER, 8ER, and 10ER, Block 4, Plan 921 1707 in order to consolidate the lands with Lots 1-2, 4-7, and 9, Block 4, Plan 921 1707; the closed portion of adjacent lane within Block 4, Plan 1420L; and Lineham Place as a single environmental reserve parcel.

There was discussion regarding the two adjacent lots owned by Alberta Transportation, and consolidation and designation of the entire proposed area as an Environmental Reserve, and the history and location of the Old Macleod Trail.

MOTION 20.MPC.05

By C. Kreplin

That Council be advised that the Municipal Planning Commission supports Bylaw 11-20 as presented.

Carried Unanimously

# 6. FURTHER BUSINESS

None

# 7. INFORMATION REGARDING DEVELOPMENT MATTERS

# 7.1 Development Permit Application List

A copy of the Development Permit Application list was provided in the Agenda package.

# 7.2 Reports to Council

A summary of the reports which were presented to Council by Planning Services was provided in the Agenda package

MOTION 20.MPC.06 By Councillor Sands That item 7.1 and 7.2 be received as information.

Carried Unanimously

# 8. MONTHLY UPDATES

- C. Gainer, Senior Planner, provided the following updates:
- Upcoming engagement for the Land Use Bylaw Rewrite.

# 9. ADJOURNMENT

MOTION 20.MPC.07
By Councillor Rockley
That the January 16, 2020 meeting of the Municipal Planning Commission adjourn at 7:37 p.m.

Carried Unanimously

# Minutes of the

# **Okotoks Public Library Board Meeting**

# Thursday November 14th, 2019

# **Board members present:**

Lorraine Cathro

Pat Coe

Jane Ervin

Lena Ong-Gross

Wendy Adam

Mike Broemeling

Florence Christophers

# Staff present:

Lara Grunow – Library Director Lisa Wright – Recording Secretary

# **Guests present:**

Elaine Vincent, Chief Administrative Officer, the Town of Okotoks Lesley Dyck, Okotoks Public Library Fund Development Coordinator

The Chair called the meeting to order at 6:00pm.

Indigenous Lands Acknowledgement led by Lorraine Cathro.

# Welcome and Introductions

Lorraine acknowledged the help she and the Board have received over the last couple of years from Elaine Vincent, Susan Laurin and the Legislative Services staff of the Town of Okotoks

# Adoption of the revised agenda

Motion: by Mike Broemeling that the revised agenda is accepted.

Carried

**Board members absent with regrets:** 

Alan Alger

Jamie Banks

Anneke Scholten

<u>Motion</u>: by Pat Coe and Florence Christophers to accept the Minutes and Reports in the Consent Agenda as information.

Carried

# **Regular Agenda**

# Treasurer's report - Mike Broemeling

- We are still waiting for the second half of the Provincial Grant and the last part of the regional library grant.
- New items have recently been bought for the library including a 3D printer and ukuleles for our collection.

**Motion**: by Pat Coe and Wendy Adams to accept the Treasurer's Report as information.

Carried

- Mike Broemeling distributed copies of his draft presentation for the Town Council meeting on 25<sup>th</sup> November, which included library statistics and projected revenue and expenses for 2020.
- Florence Christophers asked how the library would balance the budget, if we were not granted an increase to our budget requisition from the 2019 amount. Lara Grunow replied that adjustments would probably have to be made to hours, courses and conference fee amounts and the library would possibly not recruit one of the two summer students.

<u>Motion</u>: by Wendy Adams and Lorraine Cathro to accept the 2020 Budget, with corrections to the figures in the presentation which related to circulation, inter/intra library loans and the totals on revenues need to be adjusted to reflect the correct amount of \$1,019,427, and a line needs to be added to show net.

**Carried** 

# Director's Report - Lara Grunow

- Florence Christophers asked why the library purchased a 3D printer. Lara Grunow replied that this will be used for members of the public to send in designs which they would like to be created. Pat Coe commented that this was also one of the requests made by the public during the consultations for the new Plan of Service. We did not receive the grant we had applied for to cover the cost of the printer, but the Friends donated money from recent book sales which will be used towards the cost. There is a company in town who service and repair 3D printers as needed. Training is included with the purchase of the printer.
- The Library will be closed from 1-5pm on December 6<sup>th</sup> for our Christmas meal.
- We plan to remain open on Friday evenings and Sundays through the summer next year.
- Lara Grunow requested an amount of \$7,500 for staff bonuses at Christmas. Wendy Adams queried whether bonuses are appropriate, and this was agreed by Florence Christophers.

<u>Motion</u>: by Wendy Adams and Jane Ervin that the issue of 2019 staff bonuses be tabled until the December meeting.

Carried

<u>Motion</u>: by Lorraine Cathro and Pat Coe to postpone discussion on putting the Board meeting agendas and minutes on the library website to the January 2020 meeting after more research is done on format and process.

Carried

# **New Business**

- Board committees.
  - Mike Broemeling will reconfirm with Board members as to which committees they wish to be on.
  - Leads for each committee will be decided at their first meetings.
- Volunteer hours.
  - Pat Coe noted that all Board members should be recording the time they spend volunteering for the Board.
  - Wendy Adams noted that many service organisations carefully record volunteer hours, because these are important when requests are made for matching grants.
  - Lena Ong-Gross suggested that a form be passed round at each Board meeting, so that each member can record their hours. This will start with the December Board meeting and just needs to be a total number of hours; it does not need to be separated into different duties.
  - Calendar of events. Mike Broemeling passed round a calendar of Board activities which he suggested the Board use to share information on upcoming events.
     Information for the calendar should be sent to Mike Broemeling and will be sent out regularly.
- The Budget presentation and Chair Report to the Okotoks Town Council will take place on Monday November 25, 2019 at 3pm. Please be at Council Chambers for 2:45pm.

# In-Camera Session

**Motion**: by Wendy Adams and Pat Coe to proceed in camera.

**Carried** 

Motion: by Florence Christophers and Pat Coe to proceed out of camera at 8:35pm.

Carried

**Motion**: by Pat Coe and Lena Ong-Gross that the meeting be adjourned at 8:37pm.

Carried

The next Board meeting will be held on Thursday December 12, 2019 at 6pm.

# Minutes of the

# **Okotoks Public Library Board Meeting**

# Thursday December 12th, 2019

# **Board members present:**

**Board members absent:** 

Mike Broemeling

Jane Ervin

Alan Alger

Jamie Banks

Pat Coe

Wendy Adam

Florence Christophers

Lena Ong-Gross

# Staff present:

Lara Grunow – Library Director Sarah Gillie – Assistant Director

Lisa Wright – Recording Secretary

# **Guests present:**

Wayne Gustafson, Town of Okotoks
Susan Laurin, Community Services Manager, Town of Okotoks
Lesley Dyck, Okotoks Public Library Fund Development Coordinator

The Chair called the meeting to order at 5:58 pm.

Indigenous Lands Acknowledgement led by Jamie Banks.

Welcome and introductions

**Update from Wayne Gustafson and Susan Laurin** 

<u>Motion</u>: by Florence Christophers and Pat Coe to accept the update from Wayne Gustafson and Susan Laurin as information.

**Carried** 

# Adoption of the revised agenda

Motion: by Florence Christophers that the revised agenda is accepted.

Carried

# **Consent Agenda**

The November 14, 2019 Board meeting minutes and the following reports were circulated by email prior to the meeting:

- Minutes of the November 14, 2019 Board meeting.
- Town of Okotoks Report Florence Christophers
- Foothills County Report Alan Alger
- Visioning and Advocacy Report -Pat Coe, Wendy Adams, Lena Ong-Gross and Mike Broemeling.
- History of the Library Report Pat Coe, Alan Alger & Elvina Laboucane (citizen member)

<u>Motion</u>: by Alan Alger and Pat Coe to accept the Minutes and Reports in the Consent Agenda as information.

Carried

# Regular Agenda

# Director's Report - Lara Grunow

- For a casino, fifteen Friends' members need to be included as volunteers for the casino. Mike
  Broemeling will talk to the Friends about this. It would take a minimum of 18 months from
  application to be assigned a casino and the Fundraising sub-committee members may be willing
  to join the Friends' group.
- The Plan of Service will be discussed at the January Board meeting.
- As Literacy for Life will fold at the end of the year, the youth services programming staff are looking to fill the gap in children's programs by providing extra programming.

Motion: by Pat Coe and Alan Alger to accept the Director's Report as information.

**Carried** 

# Treasurer's report - Lena Ong-Gross

- The second half of the annual provincial grant was received at the end of last week.
- Programming revenue is lower than expected as the number of proctored exams is a little lower than initially anticipated.
- Payroll expense is lower than anticipated due to changeovers in staffing this year.
- Computer upgrade expenses will increase this month with purchase of a new laptop and purchase of additional RAM for some computers.

**Motion**: by Pat Coe and Wendy Adam to accept the Treasurer's Report as information.

**Carried** 

Plan of Service Committee Report - Pat Coe, Mike Broemeling, Lara Grunow

 Pat Coe thanked everyone for help in putting the Plan of Service together. This will be a living document for the library to use over the next five years.

**Policy Committee Report** – Pat Coe, Mike Broemeling, Lara Grunow and Terry Meyes (citizen member)

 Lara circulated a Food and Drink Policy prior to the meeting. A question was raised as to whether we should further define a "covered drink" and it was decided that "covered drink" was adequate.

<u>Motion</u>: by Pat Coe and Lena Ong-Gross to accept Policy 2900 Library Food and Drink as circulated.

**Carried** 

• The Communications Committee will look at the existing Communications Policy and recommend any changes as required.

Motion: by Wendy Adam and Lena Ong-Gross to review the Communications Policy.

<u>Carried</u>

**Fundraising and Advocacy Committee Report** – Pat Coe, Jamie Banks, Jane Ervin, Florence Christophers, Wendy Adam, Lena Ong-Gross Lara Grunow and Lesley Dyck

 Wendy Adam talked about the levels of donors and how to tie this into the Strategic Communications Plan.

<u>Motion</u>: by Wendy Adam and Pat Coe that the Okotoks Public Library Board Fund Development Plan be brought back to the Board for final discussion/approval on January 9, 2020.

**Carried** 

# Correspondence

There was no correspondence.

#### **New Business**

- Online volunteers sign up
  - A free online signup website could be used by Board members for events. This
    might be useful in the future for the Fundraising Sub-Committee as a scheduling
    tool.
- Correspondence and document storage
  - Marigold recommend using OneDrive for document storage, but IT have asked that we wait until they determine if Marigold email addresses are required.
     Lara Grunow will provide a demonstration of OneDrive at the January Board meeting.
  - The Communications Strategy will include reference as to where information will be stored.

# Conferences

- o Alberta Library Conference, Jasper (23-26 April 2020).
- Southern Alberta Library Conference, Lethbridge 5-7 March 2020 (registration already open)
- Pat Coe gave an overview of the two conferences. Lara Grunow noted that many of the speakers are at both conferences. The Marigold one day conference will be held in Calgary in May. Lisa Wright will circulate information to all Board members about ALC and SALC.

# Staff survey

 In the past a survey was circulated among staff, which was used as part of the Director evaluation. Mike Broemeling and Lara Grunow will work together to produce a staff satisfaction survey early in the new year and this will be brought to the February Board meeting.

# Volunteer hours

o Board members are asked to submit their monthly volunteer hours to Lisa Wright.

#### Board committees.

- Mike Broemeling asked Board members to look at the current committee assignments following Lorraine Cathro's resignation. Volunteers are needed to cover Lorraine's positions. Wendy Adam offered to take over the Lead on Fundraising and Grant Committee.
- Mike Broemeling asked if the Board thought Fundraising should be separated from Grants. Grants can cover operations and Board fundraising. Grants would be covered by Mike Broemeling, Lara Grunow and Lesley Dyck.
- Ongoing fundraising, like the silent auctions etc, are different from major fund development fundraising.
- Pat Coe will temporarily lead the Visioning and Advocacy Committee which was headed by Lorraine Cathro.

<u>Motion</u>: by Pat Coe and Wendy Adam to separate Grants and Fundraising into Grants Committee and Fundraising Committee

- Email and length of documents
  - It was previously suggested that emails that needed to be dealt with immediately have the word ACTION in the subject line and emails that do not have to be dealt with immediately, should have the word "INFORMATION" in the subject line.
  - O Do not "reply all" if it is not relevant to all.
- Ideas for fundraising 1.5-hour meeting vs. half day (Saturday)
  - Susan Laurin recently attended a fundraising conference and will come to a Board Fundraising meeting from 1:30-5pm on 7th January to facilitate a half-day session for the Fundraising Committee and some Library staff. Susan Laurin will arrange a room at the Recreation Centre or the Pason Arena.
- Tea sales 13<sup>th</sup> and 18<sup>th</sup> December
  - These two sales sessions will be cancelled, and remaining items will be used in future silent auctions.

Wendy Adam met with Jamie from the Chamber of Commerce and the Library will attend the Okotoks Trade Show.

The two vacant Board member positions will be advertised with a view to filling the positions in the new year. One of the positions can be a resident of Foothills County.

# **In-Camera Session**

**Motion**: by Florence Christophers and Alan Alger to proceed in camera.

**Carried** 

<u>Motion</u>: by Pat Coe and Alan Alger to proceed out of camera at 8:53pm.

**Carried** 

Motion: by Alan Alger and Pat Coe that the meeting be adjourned at 8:54pm.

**Carried** 

The next Board meeting will be held on Thursday January 9, 2020 at 6pm.

**Certified Correct**:

Mike Broemeling

**Board Chair** 

Lisa Wright

**Recording Secretary** 

Urban Deer Task Force Tuesday, January 9, 2020 at 6:30 p.m. Municipal Centre Council Chamber

# **Notes and Action Items**

Members Present Grant Pryznyk, Chair

Gabriele Barrie Troy Bourque Don Cottrell Shawn Lorenz Chris Mills Neil Penner

Town of Okotoks Representatives

**Present** 

Joan Botkin, Communications Manager Bridget Coubain, Acting Parks Manager

**External Representatives** John Herasemluk, Town of Pincher Creek (by phone)

|    | Agenda Item  | Brief Description  | Action   |
|----|--|--|--|
| 1. | Review of December<br>12, 2019 Notes and<br>Action Items | n/a  | n/a  |
| 2. | Urban Deer Count   | Bridget to confirm<br>dates and details for<br>January count | <ul> <li>Joan to email Members the link to the Naturelynx app which will be used for the count.</li> <li>The count is estimated to take about an hour to complete.</li> <li>Each route is approximately 3km in distance.</li> <li>Everyone will meet at the Operations Centre and deploy from there.</li> <li>Count dates were confirmed for January 22 to 23, with back-up dates as January 29 to 30.</li> <li>Confirmed time is 4:00 p.m.</li> <li>The Task Force asked if it was possible to use drones for the deer count, and Administration</li> </ul> |

Urban Deer Task Force Notes and Action Items – January 9, 2020 Page 2 of 4

|    |  |   | responded that this could be a future consideration.  Bridget will send meeting notice to Joan to forward to Members.  Members are welcome to include individuals who are available during the count window.  Chris would like the Crystal Ridge Terrace area.  Troy will do the Drake Landing area.  Gabrielle will do Suntree/Sunset area and will need a technical partner.  Joan will send information to Bridget, who will confirm with the Task Force the day of the count.   |
|----|--|---|---|
| 3. | Pincher Creek's Deer<br>Aversion Program<br>Presentation | John Herasemluk –<br>Peace Officer with<br>Town of Pincher<br>Creek | <ul> <li>John will provide final report and what was implemented.</li> <li>2015 tasked with gathering research on deer/wildlife control (includes moose, bear, cougars)</li> <li>'Eagle Creek Wildlife Controls' presented gentle hazing with dogs as one strategy to Council. Started in 2018, paused during rut for safety concerns. There were 80 resident deer in Nov. 2018 - successfully moved out 55 deer during program. Do not know if they returned.</li> <li>Nuisance bylaw was written.</li> <li>Program ended in the spring of 2019.</li> <li>The Town of McGrath has a limited hunting season to control deer.</li> <li>Education is the best tactic / strategy for managing deer and interaction with the public to solve these issues.</li> <li>Types of complaints were perceived aggression by the does on the walking paths, and property damage.</li> </ul> |

Urban Deer Task Force Notes and Action Items – January 9, 2020 Page 3 of 4

|    |  |         | <ul> <li>There were no wildlife attacks reported.</li> <li>Cranbrook would be a good comparison: they implement a deer cull every two years using a contractor. They process the meat and provide it to needy families.</li> <li>John will provide a list of techniques that people can use to deter wildlife for distribution to Task Force.</li> </ul>  |
|----|--|---------|---|
| 4. | Results of Veterinary<br>Visits for Dogs due to<br>Aggressive Deer   |         | <ul> <li>Anecdotal information:</li> <li>Two clinics, two dogs injured (minor) during rut season. Probably not very significant</li> <li>It may be good idea to provide educational material through vet clinics regarding interaction with wildlife.</li> <li>Troy will look for contacts with the province for information and will continue to explore this with other vet clinics.</li> <li>Joan will follow-up on a question from members regarding if the Town receives updates from Wildlife on the number of calls regarding deer and any that have been euthanized.</li> </ul> |
| 5. | Review Main Topics for<br>the February 24, 2020<br>Report to Council | 20 min. | <ul> <li>Phase 1 – data collection and research; including information from representatives that they have heard from</li> <li>Chris will draft something and bring it to the meeting. Troy can create a PowerPoint from the report.</li> <li>Phase 2 – take information and drill down into what is feasible.</li> <li>Phase 3 – test potential recommendations with agencies, individuals that may be affected.</li> </ul>  |
| 6. | Results of Member<br>Research  |         | Results from BC research is very comprehensive.   |

Urban Deer Task Force Notes and Action Items – January 9, 2020 Page 4 of 4

|    |                           | <ul> <li>Large portions of it can be used by the Task Force to help with this work.</li> <li>Waterton tried to remove deer without success.</li> </ul>   |
|----|---------------------------|--|
| 7. | Round Table<br>Discussion | <ul> <li>Cost of sterilization is not significant and is decreasing because it is used more often.</li> <li>Costs for sterilization is in labour and time to do it.</li> <li>There is good information about the true number of deer and where they are located.</li> <li>Troy will set up a google docs and also a Facebook group. The group is to let him know if they are unable to access it.</li> </ul> |
| 8. | Next Steps                | Chris will draft the report to Council. Troy would be happy to assist.   |
| 8. | The meeting adjourned a   | t 8:15 pm  |