

Town of Drumheller
SPECIAL COUNCIL MEETING
AGENDA

Monday, March 23, 2020 at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, Alberta



Page

1. CALL TO ORDER

2. ADOPTION OF AGENDA

2..1 Agenda for the March 23, 2020 Special Council Meeting.

MOTION:

That Council move to adopt the Agenda for the March 23, 2020 Special Council Meeting as presented.

3. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

3 - 9

3..1 Minutes of the March 16, 2020 Regular Council Meeting.

MOTION:

That Council move to adopt the Minutes of the March 16, 2020 Regular Council Meeting as presented.

[Regular Council - 16 Mar 2020 - Minutes](#)

4. CHIEF RESILIENCY & FLOOD MITIGATION OFFICER

10 - 15

4..1 Terms of Reference for Steering and Technical Committees.

MOTION:

That the Council of the Town of Drumheller approve the proposed Terms of Reference for the Municipal Development Plan, Land Use Bylaw and Design Master Plan Steering Committee.

MOTION:

That Council of the Town of Drumheller approve the proposed Terms of Reference for the Municipal Development Plan, Land Use Bylaw and Design Master Plan Technical Committee.

MOTION:

That the Council of the Town of Drumheller appoint Councillor _____ to the Municipal Development Plan, Land Use Bylaw and Design Master Plan Steering Committee.

[RFD - Terms of Reference for Steering and Technical Committees](#)

16 - 32

4..2 Provision for the Services for the Development of the Municipal Development Plan, Land Use Bylaw and Flood Resiliency Design Master Plan

MOTION: That the Council of the Town of Drumheller award the contract for development of the Land Use Bylaw, Municipal Development Plan and Flood Resiliency Design Master Plan for the Town of Drumheller to 02 Planning and Design effective March 25, 2020 to December 31, 2020.

[RFD - Provision of Services for the Development of the Municipal Development Plan, Land Use Bylaw and Flood Resiliency Design Master Plan](#)

5. DEPUTY CAO / DIRECTOR OF CORPORATE SERVICES

33 - 37

5..1 Deferral of Utility Penalties and Appropriate Payment Schedule

MOTION:

That Council approve the deferral of utility penalties for a period of 90 days with the potential of further concessions and direct administration to work with account holders to develop an appropriate payment schedule.

[RFD - Deferral of Utility Penalties and Appropriate Payment Schedule](#)

[Bylaw 21.18 Utility Rates](#)

38 - 39

5..2 Deferral of Property Taxes and Appropriate Payment Schedule

MOTION:

That Council approve the implementation of the short-term Property Tax Preauthorized Payment Plan relief for qualifying ratepayers until June 1, 2020 and that the Town of Drumheller will work with these ratepayers to develop an appropriate payment schedule that coincides with provincial programs.

[RFD - Property Tax Preauthorized Payment Plan Relief in Response to COVID-19](#)

6. ADJOURNMENT

**Town of Drumheller
COUNCIL MEETING
MINUTES
March 16, 2020 at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, AB, T0J 0Y4**



PRESENT:

MAYOR:

Heather Colberg

COUNCIL:

Jay Garbutt

Tony Lacher

Fred Makowecki

Tom Zariski

CHIEF RESILIENCY AND FLOOD MITIGATION OFFICER:

Darwin Durnie

DEPUTY CAO / DIRECTOR OF CORPORATE SERVICES:

Barbara Miller

DIRECTOR OF EMERGENCY AND PROTECTIVE SERVICES:

Greg Peters

DIRECTOR OF INFRASTRUCTURE SERVICES:

Dave Brett

FAMILY & COMMUNITY SUPPORT SERVICES COORDINATOR:

April Harrison

SENIOR ADMINISTRATIVE ASSISTANT:

Denise Lines

RECORDING SECRETARY:

Mike McLean

ABSENT:

COUNCIL:

Kristyne DeMott

Lisa Hansen-Zacharuk

CALL TO ORDER

Mayor Colberg called the meeting to order at 4:31 p.m.

MAYOR'S OPENING REMARK

M2020.79 Moved by Makowecki that Council add the Request for Decision for Municipal Response to COVID-19 to the agenda.

CARRIED UNANIMOUSLY

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Chief Resiliency and Flood Mitigation Officer Darwin Durnie spoke about the municipal response to COVID-19.

M2020.80 Moved by Garbutt, Zariski that after lengthy consultation and deliberation, in order to protect the population and ensure the continued operations of the Town of Drumheller, Council is implementing the following:

- 1.) Darwin Durnie is appointed as incident commander and Director of Emergency Management;
 - 2.) All staff are placed on stand-by starting March 17th till April 30th and will be paid accordingly; In addition, Council authorizes any required overtime for out of scope staff and additional per diems for Council as required;
 - 3.) Drumheller Fire Chief initiates stand-by roster for fire and medical response effective March 17th until April 30th with members compensated at the Local 135 stand-by rate.
 - 4.) Preparation and implementation of plans to react in accordance with the national and provincial guidelines;
 - 5.) Secure material and equipment for the next 30 days;
 - 6.) Ensure essential service pandemic protocols are in immediate effect;
- and authorizes the transfer of Five hundred thousand dollars (\$500,000) from the Operating Contingency reserve account to fund COVID-19 response.

CARRIED UNANIMOUSLY

Change of Command Ceremony

Mayor Colberg marked the recent Change of Command Ceremony at Drumheller Institution.

International Day for the Elimination of Racial Discrimination

Mayor Colberg marked March 21, 2020 as the International Day for the Elimination of Racial Discrimination.

ADOPTION OF AGENDA

Agenda for the March 16, 2020 Regular Council Meeting.

M2020.81 Moved by Garbutt, Lacher that Council adopt the agenda for the March 16, 2020 Regular Council Meeting as amended.

CARRIED UNANIMOUSLY

MINUTES

Minutes of the March 2, 2020 Regular Council Meeting.

M2020.82 Moved by Garbutt, Lacher that Council adopt the minutes of the March 2, 2020 Regular Council Meeting as presented.

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CARRIED UNANIMOUSLY

MINUTES OF MEETING PRESENTED FOR INFORMATION

Minutes for the February 13, 2020 Municipal Planning Commission meeting.

M2020.83 Moved by Zariski, Garbutt that Council accept the Minutes of the February 13, 2020 Municipal Planning Commission meeting for information.

CARRIED UNANIMOUSLY

REQUEST FOR DECISION REPORTS

DEPUTY CAO / DIRECTOR OF CORPORATE SERVICES

Assessor Appointment

M2020.84 Moved by Garbutt, Lacher that Council move to award the contract for the provision of assessment services April 1st, 2020 to March 31, 2025 to Wild Rose Assessment Services and appoint Rod Vikse as the designated assessor for the Town of Drumheller.

CARRIED UNANIMOUSLY

Sunshine Lodge

M2020.85 Moved by Zariski, Lacher that Council move to authorize the Drumheller & District Seniors Foundation to borrow funds from a financial institution, to a maximum of Six Million dollars (\$ 6,000,000), for the purpose of renovating Sunshine Lodge as proposed.

CARRIED UNANIMOUSLY

DIRECTOR OF EMERGENCY / PROTECTIVE SERVICES

Criminal Record Check Policy C-04-20

M2020.86 Moved by Lacher, Zariski that Council move to adopt Criminal Record Check Policy C-04-20 as presented and amend the Service Fee Schedule to set fees for Criminal Record Checks at Forty dollars (\$40) for employment or other purposes and Five dollars (\$5) for volunteers.

M2020.87 Moved by Makowecki, Lacher to amend the pending motion by replacing “Five dollars (\$5) for volunteers” with “Zero dollars (\$0) for volunteers.”

FOR: 4; OPPOSED: 1;
MOTION CARRIED

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M2020.88 Moved by Makowecki, Zariski that Council move to adopt Criminal Record Check Policy C-04-20 and amend the Service Fee Schedule to set fees for Criminal Record Checks at Forty dollars (\$40) for employment or other purposes and Zero dollars (\$0) for volunteers.

CARRIED UNANIMOUSLY

CLOSED SESSION

Town of Drumheller Branding

M2020.89 Moved by Garbutt, Zariski that Council close the meeting to the public to discuss proprietary branding proposals, per Section 16(1), FOIP at 5:05 p.m.

CLOSED SESSION: 5:05 P.M. to 5:24 P.M.

PRESENT

COUNCIL: Heather Colberg, Fred Makowecki, Tony Lacher, Tom Zariski, Jay Garbutt

STAFF: Barbara Miller, April Harrison, Denise Lines, Mike McLean

BRANDING COMMITTEE: Ryan Semchuk

M2020.90 Moved by Makowecki, Lacher that Council return to open session at 5:24 p.m.

CARRIED UNANIMOUSLY

RECESS: 5:25 p.m.

RETURN: 5:31 p.m.

PUBLIC HEARING

Public Hearing for Bylaws 03.20, 04.20, 05.20 and 07.20.

M2020.91 Moved by Lacher, Zariski that Council move into a Public Hearing for Bylaws 03.20, 04.20, 05.20 and 07.20 at 5:31 p.m.

CARRIED UNANIMOUSLY

PUBLIC HEARING BEGINS AT 5:31 p.m.

No submissions.

PUBLIC HEARING ENDS AT 5:31 p.m.

M2020.92 Moved by Garbutt, Zariski that Council close the Public Hearing for Bylaws 03.20, 04.20, 05.20 and 07.20.

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March 16, 2020

CARRIED UNANIMOUSLY
BYLAWS

Bylaw 03.20 Town of Drumheller-Wheatland County Intermunicipal Development Plan (Second Reading)

M2020.93 Moved by Zariski, Lacher that Council give second reading to Bylaw 03.20 Town of Drumheller-Wheatland County Intermunicipal Development Plan.

CARRIED UNANIMOUSLY

M2020.94 Moved by Garbutt, Zariski that Council allow third reading of Bylaw 03.20 Town of Drumheller-Wheatland County Intermunicipal Development Plan.

CARRIED UNANIMOUSLY

M2020.95 Moved by Garbutt, Lacher that Council give third reading to Bylaw 03.20 Town of Drumheller-Wheatland County Intermunicipal Development Plan.

CARRIED UNANIMOUSLY

Bylaw 04.20 Town of Drumheller-Kneehill County Intermunicipal Development Plan (Second Reading)

M2020.96 Moved by Lacher, Zariski that Council give second reading to Bylaw 04.20 Town of Drumheller-Kneehill County Intermunicipal Development Plan.

CARRIED UNANIMOUSLY

M2020.97 Moved by Zariski, Garbutt that Council allow third reading of Bylaw 04.20 Town of Drumheller-Kneehill County Intermunicipal Development Plan.

CARRIED UNANIMOUSLY

M2020.98 Moved by Makowecki, Lacher that Council give third reading to Bylaw 04.20 Town of Drumheller-Kneehill County Intermunicipal Development Plan.

CARRIED UNANIMOUSLY

Bylaw 05.20 Town of Drumheller-Special Areas Intermunicipal Development Plan (Second Reading)

M2020.99 Moved by Makowecki, Lacher that Council give second reading to Bylaw 05.20 Town of Drumheller-Special Areas Intermunicipal Development Plan.

CARRIED UNANIMOUSLY

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M2020.100 Moved by Garbutt, Lacher allow third reading of Bylaw 05.20 Town of Drumheller-Special Areas Intermunicipal Development Plan.

CARRIED UNANIMOUSLY

M2020.101 Moved by Zariski, Makowecki that Council give third reading to Bylaw 05.20 Town of Drumheller-Special Areas Intermunicipal Development Plan.

CARRIED UNANIMOUSLY

Bylaw 07.20 Town of Drumheller-Starland County Intermunicipal Development Plan
(Second Reading)

M2020.102 Moved by Lacher, Makowecki that Council give second reading to Bylaw 07.20 Town of Drumheller-Starland County Intermunicipal Development Plan.

CARRIED UNANIMOUSLY

M2020.103 Moved by Garbutt, Zariski that Council allow third reading of Bylaw 07.20 Town of Drumheller-Starland County Intermunicipal Development Plan.

CARRIED UNANIMOUSLY

M2020.104 Moved by Makowecki, Zariski that Council give third reading to Bylaw 07.20 Town of Drumheller-Starland County Intermunicipal Development Plan.

CARRIED UNANIMOUSLY

M2020.105 Moved by Garbutt, Zariski that Council adopt the new Town logo designs as presented by the branding committee and direct administration to proceed with soft launch when ready.

CARRIED UNANIMOUSLY

M2020.106 Moved by Garbutt, Zariski that Council adjourn the meeting at 5:38 p.m.

CARRIED UNANIMOUSLY

Regular Council Meeting Minutes
March 16, 2020

Darwin Durnie
Director of Emergency Management/
Acting Chief Administrative Officer
Date:
Time:

Mayor
Date:
Time:



DRUMHELLER

RESILIENCY AND FLOOD MITIGATION OFFICE



TITLE:	Terms of Reference for Steering and Technical Committees - Municipal Development Plan, Land Use Bylaw and Flood Resiliency Design Master Plan Planning Process
DATE:	March 23, 2020
PRESENTED BY:	Darwin Durnie – CRFM Officer
ATTACHMENT:	Terms of Reference for Steering Committee and Technical Committee

SUMMARY:

The DRFM Program is seeking a resolution of Council to create a Steering Committee and Technical Committee to participate in the planning process for the development of a new Municipal Development Plan (MDP), Land Use Bylaw (LUB) and a Flood Resiliency Design Master Plan (DMP).

BACKGROUND:

Major planning initiatives such as the one being undertaken for the MDP, LUB and DMP typically involve a:

1. Steering Committee composed of Members of Council, Council Committees and senior administrative staff which would:
 - a. Provide broad policy direction and assist in identifying issues and opportunities
 - b. Collaborate with Council, public and staff to ensure stakeholder input and review information,
 - c. Review the draft plans
 - d. Provide periodic progress reports to Council, and
 - e. Present and recommend the plan to Council for adoption.

2. Technical Committee
 - a. provide technical expertise to the Steering Committee,
 - b. be responsible for the establishment and execution of work plans,
 - c. review the plans, and
 - d. aid with the presentation and recommendation of the plans to Council

These two committees are proposed to be empaneled for the MDP, LUB and DMP planning process. The terms of reference for each of those Committees is attached.

RECOMMENDATIONS:

Approve the terms of reference for each of the Steering Committee and Technical Committee and appoint a Member of Council to be a member of the Steering Committee

COMMUNICATION PLAN:

There would be no specific communication with respect to this decision. The creation of the Steering Committee and its membership will be communicated as part of the overall communication for the Town of Drumheller and the DRFM Program.

MOTION: Councillor _____

- 1. That the Council of the Town of Drumheller approve the proposed Terms of Reference for the Municipal Development Plan, Land Use Bylaw and Design Master Plan Steering Committee**
- 2. That Council of the Town of Drumheller approve the proposed Terms of Reference for the Municipal Development Plan, Land Use Bylaw and Design Master Plan Technical Committee**
- 3. That the Council of the Town of Drumheller appoint Council _____ to the Municipal Development Plan, Land Use Bylaw and Design Master Plan Steering Committee**

Second _____

Prepared by: Robert Jenkins DRFM Program Team

Approved by: Darwin Durnie Chief Resiliency and Flood Mitigation Officer

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TOWN OF DRUMHELLER
Drumheller Resiliency and Flood Mitigation Program
Municipal Development Plan, Land Use Bylaw and Design Master Plan Steering Committee
Terms of Reference
March 23, 2020

1. Goals and Objectives

The goals of the Municipal Development Plan (MDP), Land Use Bylaw (LUB) and Design Master Plan (DMP) Steering Committee are to provide overall direction, advice and assistance in the:

- a. development of a new MDP and LUB to replace the current MDP and LUB in accordance with provisions of the *Municipal Government Act*, and
- b. preparation of DMP .

2. Purpose and Criteria:

- 1) The role of the Steering Committee is to:
 - a. Provide broad policy direction and assist in identifying issues and opportunities with respect to MDP, LUB and DMP,
 - b. Collaborate with Council, public and staff to ensure stakeholder input and review information,
 - c. Review the draft MDP, LUB and DMP,
 - d. Provide periodic progress reports to Council, and
 - e. Present and recommend the MDP, LUB and DMP to Council for adoption.
- 2) The success for the Steering Committee will depend on:
 - a. Having an orientation for members,
 - b. Recognizing that the Committee performs a stewardship in the performance of its duties and responsibilities,
 - c. Taking an open, unbiased, progressive and forward-looking perspective,
 - d. Working cooperatively, collaboratively and objectively toward achieving Committee goals and objectives,
 - e. Ensuring an encouraging, supportive, constructive, receptive, sensitive and respectful environment,
 - f. Having respect for delegated roles and authority,
 - g. Reading package agendas and preparing for discussion at meetings, and
 - h. Communicating the progress of the preparation of the Plans to Council at every regular meeting and to the community on an ongoing, periodic basis.

3. Composition

The Steering Committee will be composed of the following:

- a. Mayor,

- b. One Member of Council selected by Council,
- c. Chair of the Municipal Planning Committee,
- d. Chief Administrative Officer,
- e. Chief Resiliency and Flood Mitigation Officer,
- f. Manager of Economic Development, and
- g. Representative of Palliser Regional Planning Services.

4. Process

- 1) A Technical Committee will be formed to oversee the work plan and provide administrative and technical resources to the Steering Committee.
- 2) The process to revise the MDP, LUB and DMP will be undertaken on an accelerated 6-month schedule. The work plan will follow the accelerated schedule to enable a draft of the LUB and MDP to be presented to Council in October 2020.
- 3) The Steering Committee will meet four times:
 - a. April 8, 2020 at 1:30 PM – To solidify the planning process. This will include orientation, review of project scope, work plan, identification of stakeholders, opportunities and constraints.
 - b. June 10 at 1:30 PM – Planning issues, reviewing draft maps, open houses, key principles upon which to base future land use patterns.
 - c. August 12 at 1:30 PM – summary of reports, community views, key planning principles, preliminary overview of policy options.
 - d. September 30 at 1:30 PM – review draft MDP, LUB and DMP, prepare for presentation to Council.
- 4) Notwithstanding Clause 3), the Steering Committee may hold additional meetings as may be deemed necessary and may alter the specific dates to accommodate the availability of the members of the Committee.

5. Term

Members are appointed for the duration of the Committee. The Committee will dissolve at the time the Council adopts the MDP, LUB and MDP.

TOWN OF DRUMHELLER
Drumheller Resiliency and Flood Mitigation Program
Municipal Development Plan, Land Use Bylaw and Design Master Plan Technical Committee
Terms of Reference
March 23, 2020

1. Goals and Objectives

The Technical Committee will oversee the coordination and administration of resources and tasks required to prepare, revise and adopt a new Municipal Development Plan (MDP), Land Use Bylaw (LUB) and Design Master Plan (DMP).

2. Purpose and Criteria

The role of the Technical Committee is to:

- a. provide technical expertise to the Steering Committee with respect to MDP, LUB and DMP,
- b. be responsible for the establishment and execution of work plans for the MDP, LUB and DMP,
- c. review the draft LUB, MDP and DMP with contracted technical expertise, and
- d. aid with the presentation and recommendation of the MDP, LUB and DMP to Council for Adoption.

3. Composition

The Technical Committee will be composed of the following:

- a. 2 members from Palliser Regional Planning Service planning staff,
- b. 3 Members from Drumheller Resiliency Flood Mitigation Office Management Team selected by the Chief Resiliency and Flood Mitigation Officer,
- c. 2 Members from the Town Administration selected by the Chief Administrative Officer, and
- d. Resource members as required.

4. Process:

- 1) The project will be led by the Members of the Drumheller Resiliency Flood Mitigation Office. The services of a consultant will be obtained to assist with the preparation of the plans.
- 2) The Technical Committee will oversee the work plan and provide administrative and technical resources to the Steering Committee.
- 3) The Technical team will meet:
 - a. initially on Wednesday, April 8, 2020 at 1:30 PM together with the Steering Committee To solidify the planning process. This will include orientation, review

of project scope, work plan, identification of stakeholders, opportunities and constraints,

- b. subsequently on the second and fourth Wednesday of each month beginning April 22, 2020 at 1:30 PM, and
- c. additionally as may be deemed necessary.

DRAFT



DRUMHELLER

RESILIENCY AND FLOOD MITIGATION OFFICE



TITLE:	Provision of Services for the Development of the Municipal Development Plan, Land Use Bylaw and Flood Resiliency Design Master Plan – DRM Program
DATE:	March 23, 2020
PRESENTED BY:	Darwin Durnie – CRFM Officer
ATTACHMENT:	Excerpt from O2 Planning and Design Proposal

SUMMARY:

The DRFM Program is seeking a resolution of Council authorizing a contract for the provision of Services to develop a new Municipal Development Plan, Land Use Bylaw, and a Design Master Plan that will provide a vision and coordinated future with the Drumheller Resiliency and Flood Mitigation Program. As the value of this contract exceeds the \$250,000 threshold set out in the DRFM Program Purchasing Policy, the award of contract is referred to Council for decision.

BACKGROUND:

The Town of Drumheller has chosen to make significant investment to mitigate flooding and adapt to a changing climate. In June of 2018 the Town began the process of applying to the Federal and Provincial Governments for financial assistance to implement a long term strategy.

The Town now is moving forward to implement this initiative through the Drumheller Flood Mitigation and Climate Adaptation System (DRFM Program) and has established the Office of Resiliency and Flood Mitigation (DRFM Office). A Chief Resiliency and Flood Mitigation Officer has been appointed to direct the DRFM Program.

The sheer scale of Drumheller’s Flood Mitigation and Climate Change Program requires an integrated approach to resiliency planning and land use planning which will require a new Municipal Development Plan (MDP), Land Use By-law (LUB) and Flood Resiliency Design Master Plan (DMP). The aspiration for the project is to create an MDP and LUB that are informed by resiliency strategies in order to minimize the need for emergency response in the future.

The importance and potential impacts of the Town’s flood mitigation efforts cannot be overstated. Flood mitigation efforts will fundamentally change where and how the Town will develop. Significant infrastructure such as dykes and berms will be constructed, and the Town is currently selecting and acquiring properties needed for the Resiliency and Flood Mitigation Program. Through these efforts some residents and businesses will be relocated, and it is through this lens that the new MDP, LUB and DMP Plan need to be developed and aligned with flood mitigation efforts.

The MDP will act as an overarching document that provides guidance for other plans and regulatory documents including the Land Use Bylaw. A new LUB will set out a coordinated regulatory document that provide direction for land use and building. The DMP will outline a direction and design for the river valley to be functional and resilient to climate change

A Request for Proposals was publicly advertised on the Alberta Purchasing Connection for submissions from individuals or private firms who can undertake the development of a Municipal Development Plan, Land Use Bylaw, and Design Master Plan (Services) by October 2020. One proposal was received by 12 Noon on Wednesday, March 18, 2020.

02 Planning and Design

\$358,810

RECOMMENDATIONS:

Approve the recommend resolution to engage O2 Planning and Design to provide the Services to develop the MDP, LUB and DMP for the budgeted amount of \$300,000. This means that the initial bid price will be negotiated and/or the Services refined in scope to remain within the planned expenditure.

DISCUSSION (OPTIONS/BENEFITS/DISADVANTAGES):

While only one proposal was received, the proposal that was received from O2 Planning and Design fully meets the expectations expressed in the Request for Proposals. O2 is already familiar with Drumheller, having been engaged by the Town for its Downtown planning initiative and is an award winning firm that has undertaken many land use, urban design and open space planning projects.

The O2 team includes Bunt & Associates Engineering Ltd. an experienced transportation planning and engineering team and SweetTech Engineering Consultants which has flood mitigation experience and is already engaged by the DRFM Program in preparatory work for flood mitigation infrastructure projects.

A portion of the O2 proposal is included for review.

FINANCIAL IMPACT:

The cost of the MDP, LUB and DMP planning initiative is expected to be an eligible expense under the Disaster Mitigation and Adaptation Funding Grant as part of developing a long-term resiliency and flood mitigation strategy. By way of information, the total estimate of the costs of services provided by this proponent is as follows:

- 02 Planning and Design \$358,810

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The initial budget estimate for the services contract is as follows:

Planning Documents	\$200,000
Engineering	<u>\$100,000</u>
Total	<u>\$300,000</u>

STRATEGIC POLICY ALIGNMENT:

The Council Vision is:

Through a proactive flood-mitigation strategy, we are committed to changing the channel on flood readiness with a sustainable plan to protect Drumheller from future flooding. Together, we will shape the future of our community by protecting our people, our property, our economic growth, our environment and our cultural heritage.

COMMUNICATION PLAN:

There would be no specific communication with respect to this selection decision. The use of the services of 02 Planning and Design will be communicated as part of the overall communication for the Town of Drumheller and the DRFM Program.

MOTION: Councillor _____

- 1. That the Council of the Town of Drumheller award the contract for development of the Land Use Bylaw, Municipal Development Plan and Flood Resiliency Design Master Plan for the Town of Drumheller to 02 Planning and Design effective March 25, 2020 to December 31, 2020.**

Second _____

Prepared by: Rhonda King, DRFM Program Team

Reviewed by: Robert Jenkins, DRFM Program Team

Approved by: Darwin Durnie Chief Resiliency and Flood Mitigation Officer

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March 16, 2020

Darwin Durnie
Chief Resiliency and Flood Mitigation Officer
Town of Drumheller
224 Centre Street TOJ 0Y4
Drumheller | Alberta | Canada

Subject: Program Municipal Development Plan, Land Use Bylaw and Flood Resiliency Design Master Plan RFP 2020-02-26

Dear Mr. Durnie

O2 Planning and Design (O2) with Bunt and Associates and SweetTech Engineering Consultants is pleased to provide our proposal for professional consulting services in support of the Town of Drumheller's new Municipal Development Plan (MDP), Land Use Bylaw (LUB), and Flood Resiliency Design Master Plan (FRDMP). As an integrated locally based team, we have the knowledge, creativity, experience, and capacity to deliver these three important documents in a clear, practical, and coordinated way.

We bring a portfolio of internationally recognized design, engineering and planning work, and a team equipped to create a visionary and coordinated future for the Drumheller Valley that is at the forefront of flood resiliency planning and design. Specifically, we bring the following capabilities, which we consider critical to your project's success:

- + Expert fluency in the interconnected worlds of flood resiliency, urban design, local identity, planning policy, and development.
- + Critical expertise in flood mitigation that is grounded in the local context of the Drumheller valley.
- + A depth of experience in municipal planning and zoning, including work in comparably scaled places.
- + Experience in productive, face-to-face collaborations that have integrated our studio with stakeholder working groups, client-side teams, and community advisors.
- + Deep knowledge of landscape, including the landscapes of the Drumheller Valley and region.
- + World-class urban design, driven by the latest practices in accessibility, flexibility, mobility, ecological impact, and community well-being.
- + Innovative community and stakeholder engagement practices, which have proven themselves via hard-earned support for public projects across Canada.

Our team has the qualifications, experience, and capacity to fully address and unify the MDP, LUB and FRDMP to the highest standard. We will work openly, collaboratively and in-person to ensure that your new collective vision for Drumheller is developed collaboratively with the incredible experience and expertise behind the Drumheller Resiliency and Flood Mitigation Program.

Thank you for the opportunity to respond to this RFP. Please don't hesitate to contact me should you have any questions regarding our proposal.

Andrew Palmiere, *MPL, MCIP, RPP*
Principal, Planning

O2 AWARDS

- + **2020 | CEA Award of Excellence Harvie**
Passage Rehabilitation
- + **2020 | CEA Award of Excellence Bow**
River Bioengineering Demonstration and Education Project
- + **2019 | NAIOP Calgary REX Award for Mixed-Use Project Sodo Residences**
Sodo Residences
- + **2019 | Mayor's Urban Design Award for Civic Design Projects**
West Eau Claire Park & Public Realm
- + **2019 | Mayor's Urban Design Award for Urban Fragments**
Delta Garden + City Unseen
- + **2019 | Chicago Athenaeum Museum of Architecture and Design**
ATCO Corporate Campus
- + **2018 | Canadian Institute of Planners Award for Planning Excellence**
Breathe: Edmonton's Green Network Strategy
- + **2018 | Canadian Society of Landscape Architects Award for Planning and Analysis**
Lethbridge River Valley Master Plan
- + **2018 | Canadian Society of Landscape Architects Award for Planning and Analysis**
Breathe: Edmonton's Green Network Strategy
- + **2018 | Canadian Institute of Planners, Award for Planning Excellence - Recreation Planning**
Breathe: Edmonton's Green Network Strategy
- + **2017 | Ottawa Urban Design Award for Master Planning**
Canada Science and Technology Museum Park Master Plan
- + **2017 | Atlantic Planner Institute's Award for Planning Excellence**
Halifax Regional Municipality Centre Plan
- + **2017 | CIP Award for Planning Excellence Merit, Rural/Small Town Planning**
Town of High River Downtown Area Redevelopment Plan and Public Realm Revitalization
- + **2015 | Mayor's Urban Design Award for Great City, Great Design**
West Eau Claire Park & Public Realm Plan
- + **2015 | APPI Award for Planning Excellence in Comprehensive Planning**
Parkland County Environmental Conservation Master Plan
- + **2015 | Green Roofs for Healthy Cities, Green Roof and Wall Award of Excellence**
in Intensive Institutional
Helen Schuler Nature Centre
- + **2015 | Canadian Institute of Planners Award for Planning Excellence in Natural Systems Planning**
Parkland County Environmental Conservation Master Plan
- + **2015 | Canadian Society of Landscape Architects Awards**
Parkland County Environmental Conservation Master Plan
- + **2015 | Canadian Society of Landscape Architects Awards**
East Bowmont Park Detailed Design
- + **2015 | Canadian Society of Landscape Architects Awards**
Qu'Appelle Valley Integrated Tourism Strategy
- + **2014 | Canadian Institute of Planners Award of Merit**
Qu'Appelle Valley Integrated Tourism Strategy
- + **2014 | Recreation Industry Awards of Excellence - Parks and Open Space Design**
North Telford Recreational Lands Concept Development
- + **2013 | City of Calgary Mayor's Urban Design Awards - Civic Design Project**
Energy Environment Experiential Learning (EEL) Landscape
- + **2013 | City of Calgary Mayor's Urban Design Awards - Conceptual/Theoretical Design Project**
Bowmont East Gate Design Development Plan
- + **2013 | Canadian Institute of Planners Award for Planning Excellence**
Bow to Bluff: Hillhurst – Sunnyside LRT Corridor Revitalization Initiative
- + **2013 | Canadian Institute of Planners Award for Planning Excellence**
Cochrane Open Space Master Plan
- + **2013 | Canadian Society of Landscape Architects Award - Design Category**
Energy Environment Experiential Learning (EEL) Landscape
- + **2013 | Canadian Society of Landscape Architects Award**
Greenfield Tool Box and Workshop Program
- + **2012 | Esri Canada Award of Excellence Calgary Metropolitan Plan and GeoDesign**
for the Nose Creek Watershed
- + **2012 | Canadian Society of Landscape Architects Award**
Taylor Family Digital Library and Quad, University of Calgary
- + **2012 | National Association of Recreation Resource Planners Award**
Recreation and Tourism Resource Data System for Alberta's North Saskatchewan Region
- + **2011 | City of Calgary Mayor's Urban Design Awards**
Ducks Unlimited Docks at Bow Habitat Station
- + **2011 | City of Calgary Mayor's Urban Design Awards - Civic Design Project**
Taylor Family Digital Library and Quad, University of Calgary
- + **2011 | Canadian Society of Landscape Architects Award - Planning and Analysis**
Calgary Metropolitan Plan Environmental Strategies
- + **2011 | Canadian Society of Landscape Architects Award**
Nose Hill Park Trail and Pathway Plan

O2 Planning + Design has assembled a project team specifically tailored for this important task. Supported by BUNT (transportation engineering) and SweetTech (civil and hydrotechnical engineering), O2 has the experience, expertise, and drive to see this project through to the highest standard. Together, we have the local knowledge of Drumheller, industry leading flood mitigation expertise, an award-winning land use planning practice, and a commitment to best practice in public and stakeholder consultation. We look forward to combining these qualifications to create a coordinated set of documents for Drumheller that places the valley on the path to resiliency, prosperity, and a brighter future.

Land-use Planning

The focus of O2's planning practice is to shape and build great regions, cities, and communities with an uncompromising commitment to the public interest, economic vitality, environmental responsibility, creative design, and quality of life. As a multidisciplinary practice, we considers planning, urban design, economics, engineering, ecology, and transportation as fundamentally integrated and inseparable components of city and region building. Our solutions address the full range of issues contributing to the success and vitality of regions and cities: from the streetscape contribution of a single parcel of land to the development Drumheller; from the revitalization of a declining neighbourhood to the stewardship of regional ecological infrastructure. O2's simultaneous work with the Halifax Regional Municipality's Green Network Plan, Centre Plan and Integrated Mobility Plan demonstrates our ability to integrate multiple silos and bring business units, the community, stakeholders and municipal council together in a shared vision that integrates the socio-economic goals with planning.

Urban Design

O2 values creative design, thoughtful programming, and visually captivating images that convey ideas to a range of audiences. Presenting ideas in a clear and straightforward way is essential to reducing confusion and improving understanding when visualizing development scenarios, urban form, transportation matters, and other considerations that must be incorporated into the Plan. O2 recognizes the importance of this work and has the staff and resources required to provide exceptional design-oriented final product.

O2's graphic design capacity relies on powerful spatial analysis tools from software packages such as AutoCAD Map, Civil 3D, Infracore and ArcGIS, as well as 3D rendering applications such

as Rhino 3D, Trimble, SketchUp and Adobe Photoshop to create spatially accurate representations of finished urban designs.

Master Planning, Open Space Planning, + Design Experience

O2 brings over 25 years of experience in parks, public spaces and conservation systems planning over a range of urban and natural conditions, across multiple scales and types. Our projects range from the analysis and strategic planning of city-wide open space systems, to large urban or natural parks, to the detailed design and construction of highly urbanized spaces, plazas and mobility networks. Our in-house integration of analysis and design, landscape architecture, certified erosion control specialists, GIS and data management specialists, planners and environmental and reclamation scientists facilitates the development of innovative, integrated solutions.

Riverwalk is part of a larger green network that operates regionally. We understand the broader regional context in open space planning having led city-wide park planning projects such as the Halifax Green Network, Toronto Parkland Strategy, Winnipeg Park and Recreation Plans, Edmonton Breathe, Edmonton Ribbon of Green, Edmonton Downtown Public Places Plan and the Lethbridge River Valley Master Plan. We have developed tools and methodologies to assess park functionality, mobility networks, equitable access to parks, as well as fundamentals such as maintenance, capital budgets, governance, operations and internal stakeholders. O2 has successfully led the planning and design of some of the most complex urban park projects in Canada. Our team has produced visionary park designs that include cultural landscapes, brownfield sites and sensitive habitat and ecological remediation within riparian and wetland areas.

Experience in Urban Design with Water in Historic Urban Contexts

We believe strongly in the lasting, positive impacts that integrating water and urban design can have on the daily lives of all, and nowhere is this integration more important than at the hearts of our cities. Our entire project team brings experience working with water in historic urban contexts. O2's extensive body of urban design work is focused on connecting people to water, whether an ocean, lake, river, or creek. Our most recent projects incorporating urban design with water in historic urban contexts include Edmonton's Ribbon of Green, Halifax Centre Plan, Victoria Park Rivers District Master Plan the Town of High River's Downtown Area Redevelopment Plan, and the City of Calgary's West Eau Claire Park and Eau Claire Promenade.

In all these projects we strive to integrate water into the fabric of downtowns and public realm programming. While designing Eau Claire Park in downtown Calgary we worked from the outset to incorporate a range of river vistas and connecting corridors into the park design. With a focus on using passive and active spaces to enhance the natural and cultural heritage of what the park means to Calgarians, we were able to design a public realm that respected Calgary's historic connection to the Bow River while integrating new flood mitigation measures. This cohesive integration of urban design, flood attenuation, and programmable public space has resulted in a park and promenade that activate the downtown riverfront and connect it to the core like never before.

Our work on the High River Downtown Area Redevelopment Plan took their main street that was destroyed in Alberta's 2013 floods into an opportunity for a new walkable realm and retail district that connected pedestrians directly to the river. The main avenue was redesigned as a woonerf, where pedestrians and vehicles share the road, making room for pedestrian-only events such as farmers markets and special events.

O2's experience with urban parks supports the development of an authentic experience through elements such as gateways, transitions, key activity nodes and the riverfront experience itself. We have significant experience incorporating design that protects downtowns from future flooding while also providing new public space on the water for visitors such as meandering flood benches, decks, boardwalks and terraces — all while creating a more pleasant pedestrian and commuter experience.

Trails, Pathways and Vehicle Circulation

O2's approach to trail design is founded on extensive knowledge of sustainable trail principles, trail typologies, trail building techniques, and ecological restoration. In designing sustainable trails, O2 employs IMBA's sustainable trail principles as a starting point. This is augmented by site-specific investigations that help to determine design criteria that will be specific to each site and the user groups. Trails are designed to enhance the experience of the landscape and protect the environment while accommodating specific or multiple user groups.

We have successfully led the planning, design, and implementation of trails, pathways, parking lots and vehicular access on complex sites with multiple stakeholder needs. We have also planned and executed trail closures and pathway rehabilitation. Our extensive project experience includes Calgary's 12 Mile Coulee Natural Environment Park Trail Network, Beaverdam Flats, Nose Hill Park, and Dale Hodges Park in Calgary; Valley of the Five Lakes in Jasper National Park; Peyto

Lake Lookout in Banff National Park; Castle Wilderness Area in Southern Alberta; and the Lethbridge River Valley.

Engagement + Graphic Design

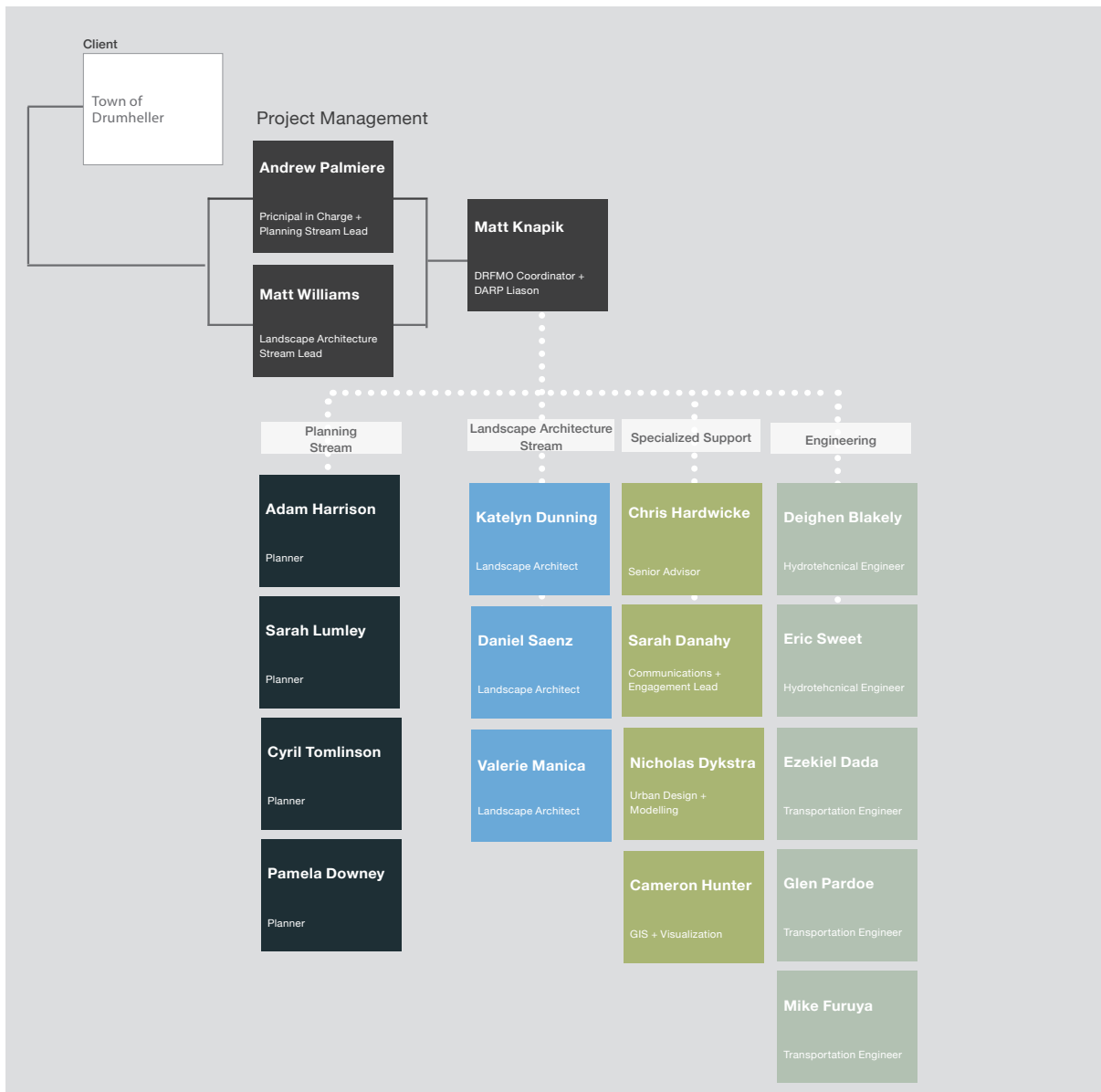
Successful projects depend on effective communication and a comprehensive public engagement process is required to reach the breadth of stakeholder groups that call Drumheller home. O2's approach to engagement builds trust and relationships, helping to achieve planning outcomes with high levels of community support.

O2 has engaged audiences across Alberta including communities such as Okotoks, Canmore, High River, Chestermere, Airdrie, Lloydminster and Drumheller. We have led numerous types of engagement processes, including open houses, workshops, charrettes, and storefronts and employed innovative, input-sourcing techniques to expand opportunities for public involvement. Drawing upon this experience, we can design engagement plans that are tailored to target audiences and desired consultation intensities, using a toolbox of in-person, on-site, and on-line tools that are dynamic, informative, and productive. These methods involve proven techniques that engage the public and stakeholders in new and exciting ways, and can address the project requirements.

O2 has successfully coordinated and led effective stakeholder engagement for many high-profile, public, and controversial projects. We work with clients, residents, and stakeholders to collaborate on the development of shared visions, creative solutions, and implementable recommendations. As subject experts and facilitators, we design and lead engagement processes that are dynamic, informative, and productive. O2 specializes in branding and graphic design, service design, interactive experience and media, signage and wayfinding, and web and video design and development. We produce graphic design from a human-centred approach. The firm uses information design to translate complex municipal process and systems into easy-to-understand graphics.

Project Team

O2 has invited a team of expert sub-consultants with the proven expertise and creativity to ensure the development of the project is a complete success. Below you will find an organizational chart showing the team members.



Project Understanding

History is written on the walls of the Drumheller Valley. They tell stories of ancient seabeds and giant prehistoric creatures. Of the first people to find refuge here from the prairie. Of rapid settlement, railroads, horse thieves, and the rise and fall of coal mining. Of the visitors drawn year after year to the inescapable mystery of the valley's landscape. And of the people who proudly call the valley home.

This project is a chance to craft the next story for the Drumheller Valley — and this chapter starts with the Red Deer River. The story starts by finding a new, resilient relationship between development and the River — a relationship that once existed but was lost over time. With 100 kilometers of riverbank in Drumheller and a changing climate, the time to strengthen this relationship is now.

Around this core mission, the project is tasked with finding opportunities — new connectivity, new ecology, and new enterprise — that enrich and raise the Drumheller Valley for residents and visitors alike.

The project is divided into three main parts: a Municipal Development Plan (MDP), a Land Use Bylaw (LUB), and a Flood Resiliency Design Master Plan (FRDMP) for the valley. Broadly, these pieces describe the where, the what, and the how of the next decade of change and growth. Together with the Downtown Area Revitalization Plan (DARP), currently in development, Drumheller will have a comprehensive tool-kit with which it can guide development and shape its future.

At the top of the decision-making hierarchy in Drumheller is the Red Deer River. It is the river that determines what land is best suited for development, where and how people should move throughout the community, what areas to preserve for parks and open space, and what form development should take. The three documents that comprise this project must take the information provided by the river and direct land uses accordingly.

Starting with the MDP, overarching direction for land use, growth, and infrastructure will support the long-term and resilient growth and development of the town. A clear and well-crafted MDP will help Drumheller decision makers use the document effectively, apply its policies consistently, and ultimately achieve its vision more purposefully.

Next, the Land Use Bylaw establishes clear regulatory direction for land use and building. While the MDP provides the roadmap, the LUB provides the guidance to see it through by regulating use and development of land and buildings within the town.

Last, unique to this project is the opportunity to also prepare the FRDMP, which will chart a course for creating a river valley system that functions as both a critical piece of resiliency infrastructure and, importantly, a public amenity that serves as the social heart of the Drumheller Valley. Recognizing that the river determines where and how to grow and develop, the FRDMP will ensure that land not suitable for development will become important assets to the community and areas to be celebrated.

Together, the MDP, the LUB, and the FRDMP will create an integrated, holistic, and clear roadmap for the Drumheller Valley to fulfill its goals and achieve its potential. Along with the DARP, these documents will provide the development industry with clarity, solidifying Drumheller as an attractive place to do business.

In order for these pieces to work in a smooth and coordinated way, they need an anchor. In this case that anchor emerges early in the project, in the form of a holistic vision for the valley. As described in our proposed project approach and associated workplan, the Community Vision is established early in the project and becomes the umbrella under which all subsequent work follows. This way, while each document functions independently, they remain unified in a single purpose – fulfilling the Drumheller Valley's vision for the future.

To this end, in order to prepare effective and actionable documents that work together, a number of considerations are important:

The Documents will be developed by the community, for the community. It is expected that preparing these documents will involve significant input from both the DRFMO Steering Committee, Town staff, Council, and residents. We encourage a transparent planning process and therefore propose an engagement strategy that goes above and beyond a traditional methodology. A consistent local-presence, repeated online touch

points, and on-going collaboration with the Town will generate excitement about the project early and often, and ensure that the documents are well informed by local knowledge.

The Documents will be based off best practices. This project provides an opportunity to explore the very best in planning policy, implementation, resiliency, design, place-making, economic development, and more. Gathering insight from leading municipalities around the world, the resulting documents will establish a new standard for effective and coordinated planning and design decision making.

The Documents will be nimble and adaptable. Ultimately, these documents need to be effective in both the short- and long-term. Involving the community, establishing an overarching vision, incorporating best practices and emerging trends, and always keeping an eye to the future will result in a set of documents that are actionable in a range of situations, for the foreseeable future.

The Documents will be concise, free of jargon, and easy to use. For all stakeholders to feel a sense of ownership and stewardship for the documents, they need to be able to understand them. They will be outcome-oriented, clearly organized, concise, approachable, and supported by easy-to-use maps, visualizations, and figures.

The Documents will be coordinated and harmonious. The MDP, LUB, FRDMP, and the DARP will be delivered as a coordinated set of documents using newly prepared Drumheller Valley branding standards. They will function seamlessly both independently and in tandem, as needed. Too often, municipalities find themselves with a range of policy documents that contradict each other, leading to confusion for all users, lag time for development, and generally mixed results. This project offers the unique opportunity to create a set of documents that truly work together towards a shared goal, starting with the high-level direction provided by the MDP and trickling down to the DARP and the FRDMP, all of which are implemented through the LUB.

Project Approach

This project is ambitious both in scale and schedule. Delivery of complex, visionary and ambitious work is a challenge that O2 is uniquely equipped. Combining a diverse and extensive portfolio of work with an innovative staff comprised of out of the box thinkers, O2 can ensure that the project will be successfully executed in a way that not only fulfills the requirements of the terms, but also inspires current and future communities to take up the torch and manifest the vision for the future of Drumheller Valley.

The task before us is to work with the community and stakeholders to develop three structural documents for the Town that will guide the next phase in the story of the Drumheller Valley. In developing the MDP, LUB and Design Master Plan, it is essential that they each consider six critical actions to achieve the Town's goals, including: Climate & Environment, Community Wellbeing, Economy, Housing, Mobility and Urban Form.

The typical approach to executing this task is a linear process in which the MDP evolves first and then informs all subsequent plans and the Land Use Bylaw, as illustrated in Figure 1 – Conventional Workflow. The Design Master Plan would follow at a later date building upon the rules established in the MDP, LUB and DARP.

The unique opportunity that this project presents is that these four structural documents can be developed simultaneously. The DARP is currently underway and being led by O2, providing the ideal opportunity to weave the DARP together with the MDP, LUB and Design Master Plan at various critical stages of the project. This is the added value that O2 will provide; a truly integrated workflow that establishes a comprehensive, thoughtful and inspiring vision for the next 30 to 40 years for the Valley.

We propose to establish the project vision almost immediately through an intensive weeklong workshop in Drumheller. It will serve as the shared jumping off point for each of the three guiding documents being developed in this project, and will provide the first integration point for the DARP. Integration and vision alignment will be consistent themes throughout the project.

Our workflow, as illustrated in Figure 2 – Integrated Design/ Planning Workflow, and detailed through the workplan and project map provided on the following pages, builds upon the shared overarching vision and departs from the conventional workflow by conducting each subsequent phase in a consistent and coordinated way. No task in our work would happen in isolation. Each major decision or community touchstone will ensure that the shared vision is being actualized through the guiding documents. Integrated vision will lead to integrated analysis and collaborative development of the documents, and ultimately leading to an integrated approvals process that tells the complete story for decision-makers.

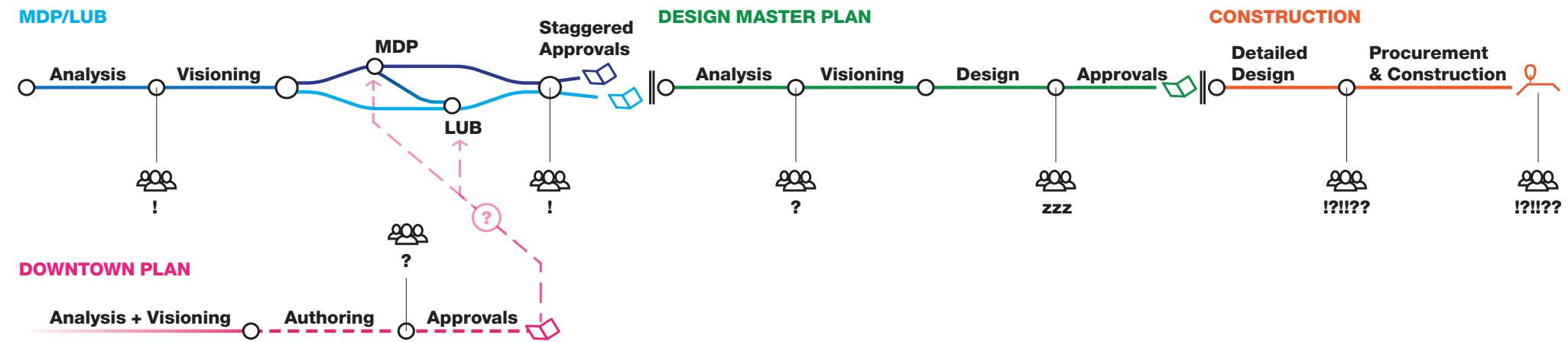
Success in this project is delivery of a coordinated submission document set that provides clear and integrated direction to the Town, the community, stakeholders, landowners, developers and consultants before December 2020. Another essential component to the success of the project will be clear connections between the documents and the goals of the DRFMO, primarily to protect the community from flood risks while establishing clear and achievable pathways for Drumheller to adapt to a changing climate and to promote the right kind of growth in the right places.

The proceeding sections outline and detail our proposed pathway to success. This begins with the Project Map—a diagram that we use to organize our project thinking and “see” the entirety of the work ahead. This schema will be revised throughout the project, so that it is always available as a road map and responds to new developments in the work. It will be a constant touchpoint for our Project Team and the DRFMO, locating us within the workplan and ensuring that we never miss the big picture.

The Project Map is followed by a detailed workplan that breaks the project into specific actions and deliverables. The workplan will guide our collaboration, clarifying expectations for deliverables and touchpoints throughout the project.

Conventional Workflow vs. O2's Integrated Approach

CONVENTIONAL WORKFLOW



INTEGRATED DESIGN/PLANNING WORKFLOW

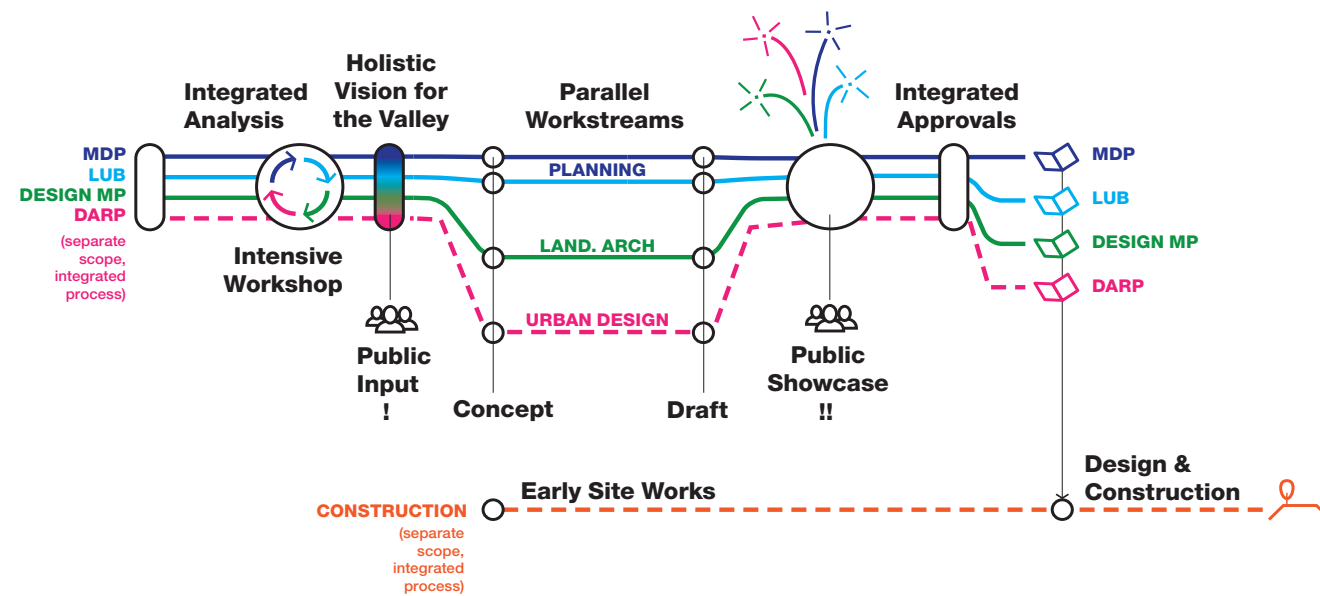


Figure 1.

Project Map

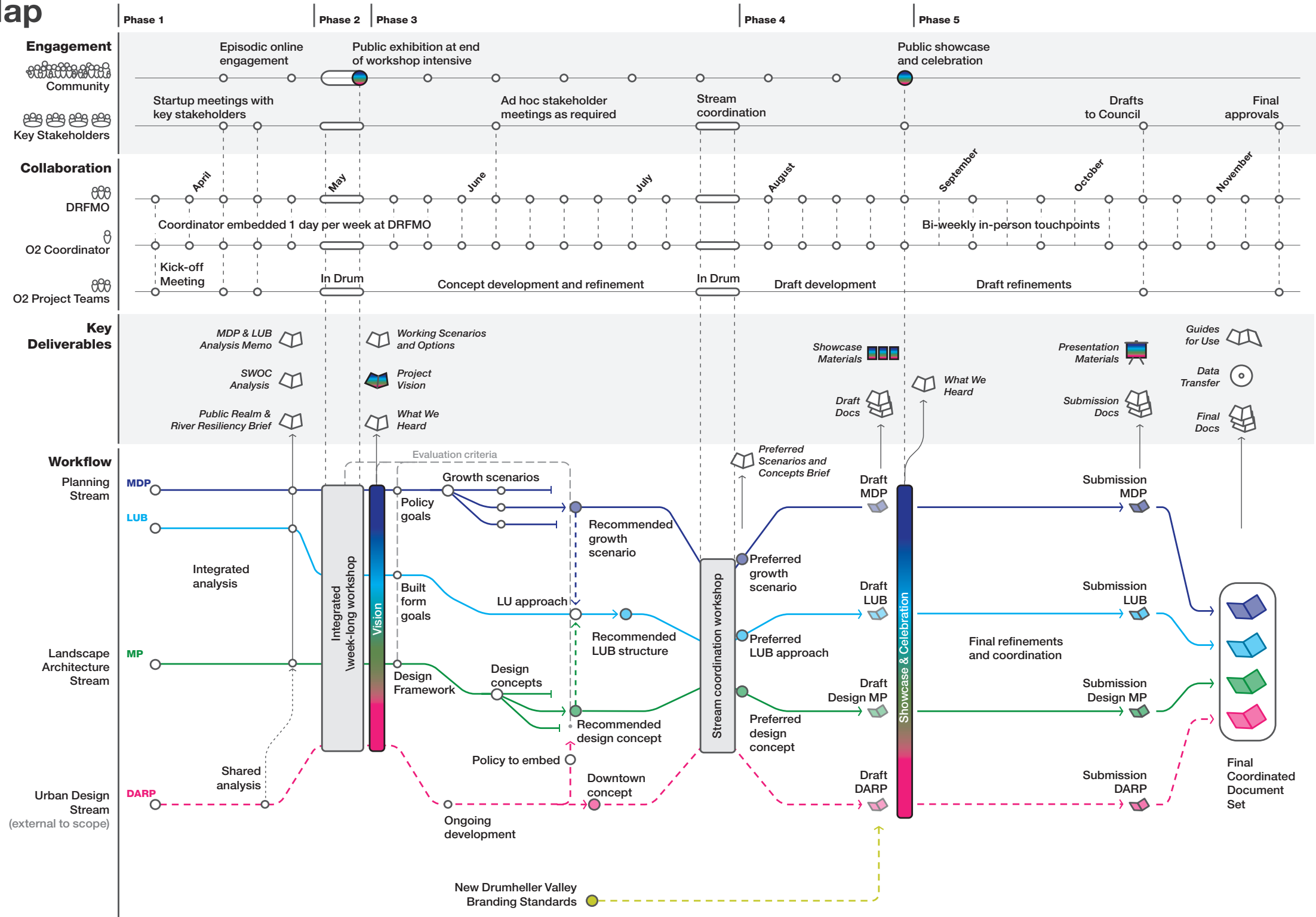


Figure 2.



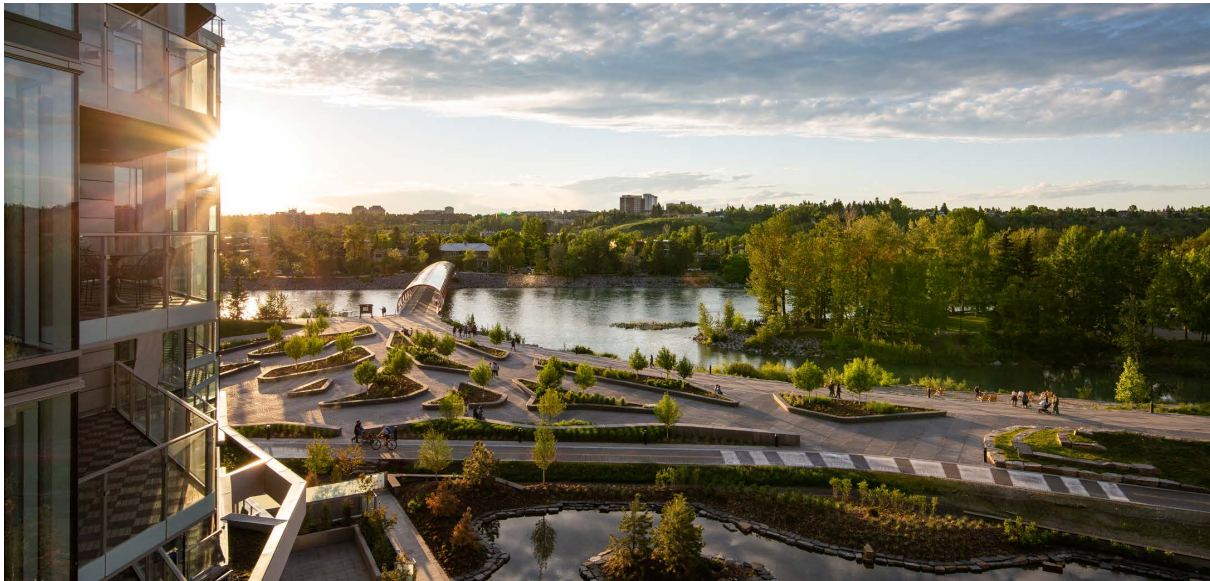
Dale Hodges Park. O2 led the design process to reclaim a gravel quarry on the banks of the Bow River. Constructed wetlands treat stormwater and boardwalks allow public to access and to learn about the reclamation process.

West Eau Claire Park + Eau Claire Promenade

CITY OF CALGARY | CALGARY, AB (2014–2019)

Team: O2 Planning + Design (prime consultant, landscape architecture, public + stakeholder engagement), Entuitive (structural), SMP (electrical/lighting), Thurber (geotechnical), KCB (civil), Matrix (hydrotechnical, environmental), Caitlind Brown and Wayne Garrett (public artists).
Capital Budget: \$32M.

Reference: Joyce Tang | Program Manager | Centre City and Main Streets Implementation | Urban Strategy | City of Calgary | 403.268.8382 | joyce.tang@calgary.ca



The West Eau Claire Park and Public Realm Plan defines a new vision for a highly valued public space along the Bow River in Calgary. It creates new public amenities while weaving flood mitigation measures into the fabric of the park. The cohesive integration of urban design and flood attenuation requirements will have a lasting, positive impact on the daily lives of citizens while strengthening the city's resiliency to a changing climate.

The project began with in-depth site analysis followed by extensive public engagement. A broad audience was involved through on-site sounding boards, interviews, walking tours, online map tools, workshops and open houses. The plan creates a new circulation network with separate routes for cyclists and pedestrians including a six-metre wide riverside pedestrian promenade and a lagoon boardwalk. New passive and active spaces enhance the natural and cultural heritage of the park. These include multiple river vista and access points, a great lawn and sculpture garden. The Delta Garden is a new gathering space at the south end of the Peace Bridge. Drawing inspiration from the flow of people from the bridge and a river delta, the space is composed of raised planters with lush perennial planting that create seating areas and define circulation

patterns. It contains a new public art installation by local artists that was developed through a collaborative process and public engagement. Entitled The Delta Garden and The City Unseen, it enriches the space aesthetically and adds layers of meaning.

Weaving the up-to two-metre tall flood barrier through the park without completely altering the existing character of the place was a significant challenge. The flood attenuation elements include a raised promenade grade, terracing of earthwork to create social spaces and a 200-metre long flood wall wrapped with a sculptural bench.

The second phase of the project is currently in design. This work will continue the flood barrier to East Village and public realm improvements to Centre Street Bridge. It includes a reimagined public lagoon with terraces and outlooks that bring people to the waters edge in summer and public skating in winter.

As prime consultant for both phases of work, O2 has managed a large multidisciplinary team through numerous levels of regulatory and municipal approvals. The capital budget for all phases is \$32M.

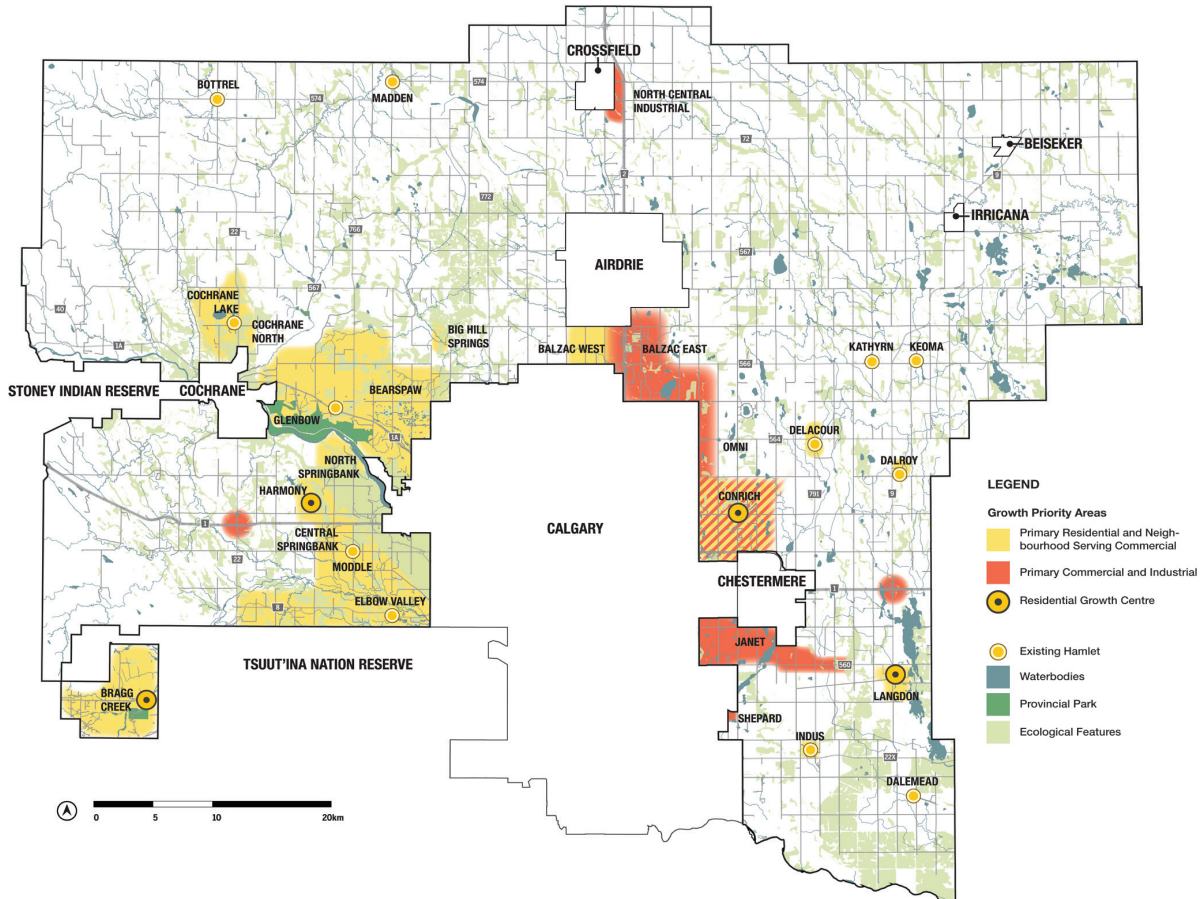
Rocky View County Municipal Development Plan

Team: O2 Planning + Design (planning, mapping, + graphics)

Budget: \$350,000 | Project is ongoing and on budget

Reference: Matthew Wilson
Manager, Planning + Development
mwilson@rockyview.ca

ROCKY VIEW COUNTY | ROCKY VIEW COUNTY, AB (2019-ONGOING)



Comprising the majority of the Calgary Metropolitan Region's landmass and wrapping around the City of Calgary on three sides, Rocky View County faces growth management challenges not usually experienced by rural municipalities. Following the creation of the Calgary Metropolitan Regional Board (CMRB) the County retained O2 to develop a new Municipal Development Plan focused on balancing responsible growth with preserving the natural landscapes that make Rocky View a valued place to live.

O2 conducted 14 public open houses and pop-up events over two rounds of engagement, establishing a clear understanding of County residents' priorities for growth and vision for Rocky View's future. Through County staff workshops and frequent

Council update presentations this vision was further clarified and developed into a comprehensive growth strategy for the County. Guided by O2's innovative development suitability and ecosystem connectivity modelling, a clear focus on enabling development that is responsive to the environment while leveraging existing County servicing infrastructure emerged from these discussions.

In addition to the public engagement and communications employed within the County O2 also organized a intermunicipal stakeholder meetings while developing the MDP in order to facilitate expeditious approval of the plan by the CMRB. The draft MDP will be brought to the public for a final round of engagement in April 2020, and Council approval is anticipated in July.

Dale Hodges Park

CITY OF CALGARY, PARKS | CALGARY AB (2018)

Scope: Landscape architecture
Awards: 2015 Canadian Society of Landscape Architects Award, National Merit, Planning & Analysis Category, 2013 City of Calgary Mayor's Urban Design Awards Honourable Mention, Conceptual/Theoretical Category
Capital Budget: \$12.5 million
Reference: Dave Harrison | Capital Development Senior Project Manager | Calgary Parks | 403.268.4732 | david.harrison@calgary.ca



The riparian, floodplain and upland ecosystems of the Bow River Valley are among the most important natural features in Calgary. The City of Calgary's acquisition of the former Klippert gravel pit, located along the northern bank of the Bow River and now within Bowmont Park (renamed Dale Hodges Park), presented an outstanding opportunity restore native riparian habitats and bring people back to the river through recreation and park amenities. An additional primary focus was the treatment of stormwater prior to entering into the river.

A team comprised of O2, Source 2 Source Inc., Sans Facon for Watershed+ and AECOM worked collaboratively to transform the site. Structured around a series of designed aquatic and upland habitats, the flow of water within the park begins in the upstream residential communities where runoff travels through pipes before daylighting in the park. The aquatic journey within the park expresses the integration of water engineering, public art, landscape architecture and ecological design.

The forms of the water structures and landforms are inspired by natural river morphology as well as hydrologic and sedimentation processes. O2 and S2S sculpted polishing marshes and wet meadows, their forms inspired by anabranches or river scrolls. The scrolling forms in the landscape enhance filtration, create diverse habitats, and provide more depth to store water when necessary. The network of pathways and boardwalks mimic and contrast these forms: visitors can read the river's story over time. The final outflow stream discharges to an important trout habitat area, designed to serve as refuge during river flood conditions.

The project has received numerous local and national awards for its innovative approaches to integrating stormwater management, public art, and public spaces along the banks of a dynamic river. The park opened in June 2019.

**Town of Drumheller
REQUEST FOR DECISION**



TITLE:	Deferral of Utility Penalties and Appropriate Payment Schedule
DATE:	March 20, 2020
PRESENTED BY:	Planning Section: April Harrison
ATTACHMENT:	Bylaw No. 21.18

SUMMARY:

Administration is seeking direction from Council regarding the deferral of utility penalties.

BACKGROUND:

In light of the financial implication of COVID-19, business or household utility account holders will be able to email or phone to defer utility water payments until July 5, 2020 with the potential of further concessions. At the end of this deferral period the Town of Drumheller will work with account holders to develop an appropriate payment schedule. There will be no interest or penalties and disconnection during this period. Utility arrears transferred to property tax accounts will be deferred until July 5, 2020. We will continue to generate utility bills and other related notices for customers to keep them informed of their current situation.

RECOMMENDATION:

That Council approve the deferral of utility penalties for a period of 90 days with the potential of further concessions, and direct administration to work with account holders to develop an appropriate payment schedule.

FINANCIAL IMPACT:

To be determined.

STRATEGIC POLICY ALIGNMENT:


Mandated by the Alberta Utility Board.
Town of Drumheller COVID-19 response.

COMMUNICATIONS STRATEGY:

Communications will be developed and executed by Julia Fielding and Michelle Tetreault.

Request for Decision
Page 2


Prepared By: Denise Lines


Approved By:
Chief Administrative Officer
DEM -
200321 - 1902

TOWN OF DRUMHELLER

BYLAW NO. 21.18

A BYLAW OF THE TOWN OF DRUMHELLER TO ESTABLISH UTILITY RATES.

This Bylaw shall be cited as the "Utility Rate Bylaw".

The Council for the Town of Drumheller, duly assembled enacts as follows:

1. Definitions

"Commercial Premises" or "Industrial Premises" for the purpose of this bylaw shall mean one or more spaces useable for business purposes and having its own sanitary facilities connected to a single meter.

"Dwelling Unit" shall mean a complete building or self contained portion of a building containing a room or suite of rooms operated as a single housekeeping unit, intended to be used as a permanent or semi-permanent domicile by one or more persons and usually containing cooking, eating, living, sleeping, and sanitary facilities, and including serviced lots in a manufactured home park, and not necessarily connected to an individual meter, excluding institutional premises.

"Group 1" includes connections with meters 1" and under

"Group 2" includes connections with meters from 1 1/4" to 2"

"Group 3" includes connections with meters from 3" to 4"

"Group 4" includes connections with meters from 6" to 8"

"Institutional Premises" shall mean a complete building that operates as a school, hospital, nursing home, or seniors lodge.

"Manufactured Home Park" means a parcel of land under one title which has been planned, divided into manufactured home lots and improved for placement of manufactured homes for permanent residential use and may include convenience stores, parking facilities, home occupations and other accessory uses;

"Unit" shall mean a Dwelling Unit, Commercial Premises, Industrial Premises, or Institutional Premises.

2. Monthly Meter Charges – zero (0) consumption included

Rate Group	Water	Wastewater
Group 1	\$14.74	\$13.34
Group 2	\$50.65	\$74.64
Group 3	\$327.61	\$296.43
Group 4	\$943.62	\$853.72

3. Water Rate

Per cubic meter \$1.8775

4. Waste Water Rate

Per cubic meter \$2.1453

Sewage volume is calculated at 80% of water consumption

Or

Properties with only a sewer connection \$38.84 monthly

5. Bulk Water per cubic meter \$6.1913

6. Recycling Fee per unit \$2.50

7. Penalty Rate

All accounts are subject to a penalty of 2% per month compounded monthly (effective rate of 26.82% per annum) if unpaid within thirty (30) days from the date the account is rendered.

8. Disconnection/Reconnection

Disconnection notice service fee \$25.00

Reconnection/Disconnection during business hours \$50.00

Reconnection/Disconnection during non-business hours \$150.00

If the water supply has been disconnected for non-payment of accounts, all fees and costs must be paid prior to reconnection.


9. Bylaw 14.17 is hereby repealed.

This bylaw comes into effect on January 1, 2019.

READ A FIRST TIME this 26th day of November, 2018

READ A SECOND TIME this 17th day of December, 2018

READ A THIRD AND FINAL TIME this 17th day of December, 2018



MAYOR



DEPUTY ADMINISTRATIVE OFFICER

**Town of Drumheller
REQUEST FOR DECISION**



TITLE:	Property Tax Preauthorized Payment Plan Relief in response to Covid-19
DATE:	March 23, 2020
PRESENTED BY:	Planning Section: April Harrison
ATTACHMENT:	Example from other communities and full communications language

SUMMARY:

Administration is seeking direction from Council regarding the implementation of a Property Tax Installment Relief program.

BACKGROUND:

To offer assistance and best service to qualifying rate payers experiencing the effects of the economic impact due to the COVID-19 pandemic, the Town of Drumheller is committed to providing increased flexibility and immediate short-term relief for 2020 Property Tax payment.

Qualifying rate payers are those businesses and households who are enrolled in the preauthorized payment plan. We are offering these rate payers the ability to defer the monthly tax payment until June 1, 2020 with the potential of further concessions.

At the end of this deferral period the Town of Drumheller will work with these rate payers to develop an appropriate payment schedule.

No interest or carrying charges are owed in the preauthorized payment currently and that will not change.

To participate in the relief program please call 403-823-1314.

We are reviewing options for those rate payers that are currently in arrears.

RECOMMENDATION:

That Council approve the implementation of the short-term Property Tax Preauthorized Payment Plan relief for qualifying rate payers until June 1, 2020 and that the Town of Drumheller will work with these rate payers to develop an appropriate payment schedule that coincides with provincial programs.

FINANCIAL IMPACT:

To be determined.

Request for Decision
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STRATEGIC POLICY ALIGNMENT:
Town of Drumheller COVID-19 response.

COMMUNICATIONS STRATEGY:
Communications will be developed and executed by Julia Fielding and Michelle Tetreault.



Prepared By: April Harrison



Approved By:
Incident Commander/DEM