



Regular Council Meeting
Council Chambers
April 10, 2017 at 6:00 p.m.

1. **Call to Order**
Moment of Reflection 6:00 p.m. Mayor
2. **Modification to or Adoption of Agenda**
3. **Adoption of Minutes**
3.1 March 27, 2017 Regular Council Meeting Minutes - Page 1
4. **Public Address**
5. **Presentations**
5.1 2017 Annual Performance Plan – Sgt. Lank, RCMP - Page 7
6. **Finance**
7. **Public Hearings**
8. **Bylaws**
9. **Administration Reports**
10. **Unfinished Business**
10.1 RFD Sponsorship – 2nd Annual Powered by the People Gala - Page 8
11. **New Business**
11.1 RFD Awarding of Contract for Business Demand Study re: Broadband - Page 13
11.2 RFD Awarding of Contract for Parks, Open Space and Trails Plan - Page 17
12. **Municipal Area Partnership (MAP)**
13. **Council Reports**
13.1 Central Alberta Mayors and Reeves Meeting – March 29, 2017 – Red Deer Legion - Page 85
14. **Correspondence**
14.1 WCB – National Day of Mourning – April 28, 2017 - Page 87
14.2 TransCanada Pipelines - letter received concerning Sundre Crossover Pipeline Project - Page 90



Regular Council Meeting
Council Chambers
April 10, 2017 at 6:00 p.m.

15. **Notice of Motion**
16. **In-Camera**
17. **Adjournment**

Personal information heard in this meeting is being collected under the authority of Section 33 of the Freedom of Information and Protection of Privacy Act. Public meeting of the Town of Sundre, including presentations made by speakers, are recorded in Minutes and posted on the Town of Sundre website. If you have any questions about the collection of information, please contact the FOIP Coordinator at 403-638-3551.

MINUTES OF THE REGULAR COUNCIL MEETING OF THE MUNICIPAL COUNCIL OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA HELD AT 6:00 P.M., MONDAY, MARCH 27, 2017, IN THE TOWN OF SUNDRE COUNCIL CHAMBERS

PRESENT Mayor Terry Leslie, Councillors: Cheri Funke, Verna McFadden, Paul Isaac, Chris Vardas, and Nolan Blatchford

ABSENT Councillor Thompson

STAFF Al Harvey, Interim Chief Administrative Officer
Angie Lucas, Director of Planning and Operational Services
Vic Pirie, Director of Finance and Administration
Denica Crosbie, Planner
Kevin Heerema, Community Peace Officer
Cynthia Robey, Legislative Executive Assistant

CALL TO ORDER

Mayor Leslie called the meeting to order at 6:00 p.m., with a moment of reflection on the business of the evening.

MODIFICATION TO OR ADOPTION OF AGENDA

88/17 Councillor McFadden moved that the Town of Sundre Council adopt the March 27, 2017 Regular Council Meeting Agenda, with the following additions/deletions/amendments:

- Addition of one Council Report – Mayor Leslie
- Addition of three Council Reports – Councillor McFadden
- Addition of one In-Camera – Land
- Addition of three In-Camera – Legal
- Addition of one In-Camera - Personnel
- Addition of Administration Report - MAP Meeting Minutes of March 27, 2017
- Addition of one Verbal Report under ***New Business*** – Councillor Vardas

CARRIED

ADOPTION OF THE PREVIOUS MINUTES

89/17 Councillor Funke moved that the Town of Sundre Council adopt the March 13, 2017 Regular Council Meeting Minutes, as presented. **CARRIED**

PUBLIC ADDRESS

PRESENTATIONS**FINANCE****PUBLIC HEARINGS****Bylaw 02.17 Amend Bylaw 03.16 and Bylaw 705**

90/17 Councillor Isaac moved that the Town of Sundre Council make a motion to open the Public Hearing for **Bylaw 02.17**. **CARRIED**

Mayor Leslie: “The hearing is held pursuant to Section 230, 606, and 692 of the Municipal Government Act, and therefore I hereby declare the Public Hearing relating to **Bylaw 02.17**, open at 6:05 p.m.”

Mayor Leslie: “I hereby declare this Public Meeting relating to **Bylaw 02.17**, closed at 6:08 p.m., and will accept a Motion to adjourn the Public Hearing and reconvene the March 27, 2017, Meeting of Council.”

91/17 Councillor Funke moved that the Town of Sundre Council move to adjourn the Public Hearing and reconvene the March 27, 2017, Meeting of Council. **CARRIED**

Bylaw 05.16 Land Use Amendment

92/17 Councillor Blatchford moved that the Town of Sundre Council open the Public Hearing for **Bylaw 05.16**. **CARRIED**

Mayor Leslie: “The hearing is held pursuant to Section 230, 606, and 692 of the Municipal Government Act, and therefore I hereby declare the Public Hearing relating to **Bylaw 05.16**, open at 6:09 p.m.”

Mayor Leslie: “I hereby declare this Public Meeting relating to **Bylaw 05.16**, closed at 6:10 p.m., and will accept a Motion to adjourn the Public Hearing and reconvene the March 27, 2017, Meeting of Council.”

93/17 Councillor Blatchford moved that the Town of Sundre Council move to adjourn the Public Hearing and reconvene the March 27, 2017, Meeting of Council. **CARRIED**

BYLAWS**Bylaw 02.17 – Second and Third Reading**

94/17 Councillor Vardas moved that the Town of Sundre Council accept Second Reading of **Bylaw 02.17**, being a Bylaw to amend Bylaw 03.16 and Bylaw 705. **CARRIED**

95/17 Councillor Funke moved that the Town of Sundre Council accept Third and Final Reading of **Bylaw 02.17**, being a Bylaw to amend Bylaw 03.16 and Bylaw 705. **CARRIED**

Bylaw 05.16 Land Use Amendment – Second and Third Reading

- 96/17** Councillor Vardas moved that the Town of Sundre Council accept Second Reading of **Bylaw 05.16**, being a Bylaw Land Use Amendment. **CARRIED**
- 97/17** Councillor Isaac moved that the Town of Sundre Council accept Third and Final Reading of Bylaw 05.16, being a Bylaw Land Use Amendment. **CARRIED**

ADMINISTRATION REPORTS**Director of Finance and Administration – OSI Report**

- 98/17** Councillor Isaac moved that the Town of Sundre Council accept the Director of Finance and Administration's OSI Report, for information. **CARRIED**

Emergency Management Administration Report

- 99/17** Councillor Isaac moved that the Town of Sundre Council accept the Emergency Management Administration Report regarding the Crisis Communication Course, held on March 2 and 3, 2017 in Red Deer, Alberta; and supporting documentation, for information. **CARRIED**

UNFINISHED BUSINESS**NEW BUSINESS****RFD Water Leak Survey Equipment**

- 100/17** Councillor Funke moved that the Town of Sundre Council approve of the purchase of leak detection equipment for use by the Water department at a cost not to exceed \$15,500 and such cost to be funded through the Water and Wastewater reserves. **CARRIED**

Mayor Leslie called a recess at 7:18 p.m.

Council Meeting resumed at 7:26 p.m.

RFD Infiltration Inspection Camera

- 101/17** Councillor Funke moved that the Town of Sundre Council approve of the purchase of an enviro inspection camera system at a cost not to exceed \$20,000 and such cost to be funded through the Water and Wastewater reserves. **CARRIED**

RFD Rescind Policy 319 – Land Use Development Incentive Policy AND Policy 416 – Housing Incentive Policy

- 102/17** Councillor Vardas moved that the Town of Sundre Council moves to rescind the Land Development Incentive Policy – Policy 319; and

The Town of Sundre Council moves to rescind the Housing Incentive Policy – Policy 416. **CARRIED**

RFD Safety Codes Services – Request Award for Contract

- 103/17** Councillor Funke moved that the Town of Sundre Council appoint Superior Safety Codes as the vendor to provide the Safety Codes Services in the disciplines of Building, Electrical, Plumbing, Gas and Private Sewage to the Town of Sundre. **CARRIED**

RFD New Network Server

- 104/17** Councillor Funke moved that the Town of Sundre authorizes Administration to enter into an agreement with AireNet Internet Solutions to increase broadband speeds for the Town of Sundre network, and that the annual cost of \$1,200 utilize funding from the General Reserve for the 2017 and 2018 fiscal years.

The Town of Sundre Council approves the quote of \$10,972.63 from OSI Office Solutions for a Dell R330 server plus labour costs to install with total costs not to exceed \$11,500, and the said costs utilize funding from the General Reserve. **CARRIED**

RFD Municipal Excellence Awards

- 105/17** Councillor Blatchford moved that the Town of Sundre Council approves to rescind part five of Motion 70/17 as stated: “Council asked Administration to prepare background information to create a presentation to Minister Anderson concerning Broadband and Recycling, and to bring the background information to a future Council Meeting for review and discussion”; and

The Town of Sundre Council moves to direct Administration to prepare background information on the topic of Wayfinding Signage, and to submit the necessary online submission form to the 16th Annual Minister’s Awards for Municipal Excellence for consideration of the Minister’s *Innovation Award*; and

The Town of Sundre Council moves to direct Administration to prepare background information on the topic of Recycling, and to submit the necessary online submission form to the 16th Annual Minister’s Awards for Municipal Excellence for consideration of the Minister’s *Smaller Municipalities Award*. **CARRIED**

Councillor Vardas – Verbal Report

John Whitesell Sr.’s 100th year birthday celebration is occurring on April 1, 2017 from 1:00 p.m. – 4:00 p.m., at the Museum location. Councillor Thompson will attend on behalf of the Town of Sundre Council. A tree will be planted at the Museum location to commemorate this special milestone.

Councillor Vardas also mentioned that Ms. Adeline (Nichol) Peterson, a former Sundre resident, is also turning 100 years old in the near future. Ms. Peterson is one of the first pioneers in the Bergen area. There will also be a tree planted in her honour at the Museum location. Councillor Vardas suggested that a plaque be created for each person, and erected by both trees.

- 106/17** Councillor Vardas moved that the Town of Sundre Council directs Administration to assist in the creation of a commemorative plaques, to be erected during the tree planting, on behalf of Mr.

John Whitesell Sr., and Ms. Adeline (Nichol) Peterson, and that a commemorative certificate be created and given to each of them. **CARRIED**

MUNICIPAL AREA PARTNERSHIP (MAP)

Administration shared with Council the Minutes of the Regional CAO Meeting on March 27, 2017.

- 107/17** Councillor Isaac moved that the Town of Sundre Council accept the verbal report from Mr. Al Harvey, referencing the Municipal Area Partnership meeting of March 27, 2017, as information. **CARRIED**

COUNCIL REPORTS

Mayor Leslie: Red Deer River Municipal Users Group Meeting Information

Mayor Leslie: RCMP – Crime Statistics 2015/2016 and Review of Annual Performance Plan

Councillor McFadden: Mountain View Waste Commission Meeting Minutes of March 27, 2017

Councillor McFadden: Sundre Library Board Meeting Minutes of March 22, 2017

Councillor McFadden: Sundre District Aquatic Society Meeting Overview of March 15, 2017

- 108/17** Councillor Funke moved that the Town of Sundre Council accept the highlights of the Red Deer River Municipal Users Group meeting of March 16, 2017, the RCMP – Crime Statistics 2015/2016 and Review of Annual Performance Plan Council Report, the Sundre District Aquatic Society Meeting of March 15, 2017, the Mountain View Waste Commission meeting of March 27, 2017, and the Sundre Library Board meeting of March 22, 2017, for information. **CARRIED**

CORRESPONDENCE

Sundre Palliative Care Association

Mountain View Senior's Housing Foundation – Gala Event

2019 Alberta Senior Masters Games – letter received from Minister Miranda

Intermunicipal Collaboration AB Community Partnership – Town of Olds re: 2017

Orthophotography Project

- 109/17** Mayor Leslie moved that the Town of Sundre Council accept the Sundre Palliative Care Association correspondence concerning the National Hospice Palliative Care Week, and to proclaim May 7 – 14, 2017 as "*Palliative Care Week in Sundre.*" **CARRIED**
- 110/17** Councillor Funke moved that the Town of Sundre Council accept the Mountain View Senior's Housing Foundation correspondence concerning the 2nd Annual Powered by the People Gala on May 6, 2017, and asked Administration to add the topic of Sponsorship to the next Regular Meeting of Council; and

To accept the Minister of Culture and Tourism's invitation letter concerning an application to host the 2019 Alberta Senior Masters Games, and the correspondence shared by the Town of Olds concerning the Alberta Community Partnership program funding the Town of Olds by providing a

Grant under the Intermunicipal Collaboration component, in support of the Town of Old’s 2017 Orthophotography Project. **CARRIED**

NOTICE OF MOTION

111/17 Councillor Blatchford moved that the Town of Sundre Council move to go into In-Camera at 8:39 p.m. **CARRIED**

Mayor Leslie called a recess at 8:40 p.m.

Council Meeting resumed at 8:45 p.m.

IN-CAMERA

- Land - FOIPP Section 16
- Legal - FOIPP Section 27
- Legal - FOIPP Section 27
- Legal - FOIPP Section 27
- Personnel – FOIPP Section 17

112/17 Councillor Issac moved that the Town of Sundre Council move to come out of In-Camera at 9:39 p.m. **CARRIED**

113/17 Councillor Funke moved that the Town of Sundre Council approve of the adoption of the Interim Chief Administrative Officer contract for Mr. Al Harvey. **CARRIED**

114/17 Councillor Vardas moved that the Town of Sundre Council approve of the appointment of Ms. Linda Nelson, to the position of Chief Administrative Officer, effective April 3, 2017. **CARRIED**

115/17 Councillor Blatchford moved that the Town of Sundre Council agree that Councillor Funke be permitted to attend the Disaster Services conference, with expenses as per policy. **CARRIED**

ADJOURNMENT

116/17 Councillor Isaac moved that the Town of Sundre Council adjourn the meeting at 9:40 p.m. **CARRIED**

Mayor

I hereby certify these minutes are correct.

Interim Chief Administrative Officer



COUNCIL DATE: April 10, 2017

SUBJECT: 2017 Annual Performance Plan - Presentation

ORIGINATING DEPARTMENT: Legislative Services

AGENDA ITEM: 5.1

BACKGROUND/PROPOSAL:

Sgt. Lank, of the Sundre RCMP, will attend to the April 10, 2017 Regular Council Meeting to present the 2017 Annual Performance Plan to Council. Sgt. Lank's presentation material will be forthcoming at the beginning of the Council Meeting.

MOTION:

The Town of Sundre Council moves to accept the presentation from Sgt. Lank, of the Sundre RCMP, concerning the 2017 Annual Performance Plan, as presented.



REQUEST FOR DECISION

COUNCIL DATE: April 10, 2017

SUBJECT: Sponsorship – 2nd Annual Powered by the People Gala

ORIGINATING DEPARTMENT: Legislative Services

AGENDA ITEM: 10.1

BACKGROUND/PROPOSAL:

During the Regular Council Meeting of March 27, 2017, Council received correspondence from Mountain View Seniors' Housing Foundation concerning a request to Council for consideration of sponsorship for the 2nd Annual Powered by the People Gala, occurring in Didsbury, Alberta, on May 6, 2017.

Mountain View Seniors' Housing Foundation indicates that the success of their events has largely been due to the contribution of sponsors and that every year the money raised at their events enhances the lives of residents by funding activities, purchasing specialized furniture and equipment that is needed to create safe and homelike environments.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

During the Council Workshop of April 3, 2017, Council reviewed the following Gala Sponsorship Opportunities:

Platinum Sponsor - \$3,000

- 10 tickets to the Gala event (\$1,000 value)
- Superior signage at the Gala event
- Major Sponsor recognition during the event
- Sponsor's logo on all Guest gifts
- ½ page recognition in our evening program
- Logo on Gala webpage for a year
- Recognition on Facebook page

Gold Sponsor - \$1,500

- 4 tickets to the Gala event (\$400 value)
- Logo prominence at the Gala event
- Sponsor recognition during the event
- ¼ page recognition in the evening program
- Recognition on Facebook page

Silver Sponsor - \$1,000

- 2 tickets to the Gala event (\$200 value)
- Logo prominence at the Gala event

- Logo acknowledgment in the evening program
- Recognition on Facebook page

Bronze Sponsor - \$500

- 2 tickets to the Gala event (\$200 value)
- Logo acknowledgement in the evening program
- Recognition on Facebook page

ADMINISTRATION RECOMMENDATIONS:

Council has the opportunity to choose one of the four sponsorship levels or choose to not participate in this sponsorship opportunity. The decision is at Council’s discretion.

COSTS/SOURCE OF FUNDING:

Community Events Donations:	\$5,000
Funds Committed:	<u>\$1,000 (2 Plaques)</u>
Balance Still Available:	\$4,000

MOTION:

The Town of Sundre Council moves to participate as a _____ sponsor for the Mountain View Seniors’ Foundation, 2nd Annual Powered by the People Gala, on May 6, 2017;

OR

The Town of Sundre Council moves to receive for information only, the correspondence concerning the 2nd Annual Powered by the People Gala.

ATTACHMENTS:

Correspondence: 2nd Annual Powered by the People Gala letter

Date Reviewed: <u>April 6 2017</u>	CAO: <u>Linda Nelson</u>
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February 23, 2017

Town of Sundre
PO Box 420
Sundre, AB
T0M 1X0

Mountain View Seniors' Housing Foundation
#301, 6501 - 51st Street
Olds, Alberta T4H 1Y6
Ph: 403-556-2957
Fax: 587-796-0773



Re: 2nd Annual Powered by the People Gala

To Town Council;

We are hosting our 2nd Annual Powered by the People Gala in Didsbury on May 6, 2017. As in the past the success of our events has largely been due to the contribution of our sponsors who have gone out of their way to lend financial support to our events. Every year the money raised at our events has been used to purchase furniture and equipment for our seniors' lodges and self-contained apartments in order for our seniors to have a safe and more home-like environment.

We ask that you consider supporting this event by joining hands with us as a sponsor. As a sponsor, your municipality is sure to receive exposure at the event and all promotions for the event. You will also receive tickets to the Gala (quantity depends on level of sponsorship) for individuals from your council.

We have several different packages for sponsorship and these are detailed in the brochure that is enclosed with this letter. You can choose how you would want to participate in the event and how you would like to help make our seniors lives better.

We look forward to hearing from you. In case you have any questions please feel free to contact me at the numbers given on the brochure enclosed. Thank you for your consideration.

Sincerely,

Ralene McCulloch
Executive Assistant
Mountain View Seniors' Housing Foundation

Making a difference in our community!

Mountain View Seniors' Housing Foundation supports four lodges and ten senior self-contained buildings in the Mountain View County and is a registered charity established in 2002. The Foundation is intended to be a vehicle through which funds can be raised to assist the work of Mountain View Seniors' Housing. We raise funds on behalf of MVSH so we can purchase furniture and equipment and help fund activities bettering the lives of our seniors.

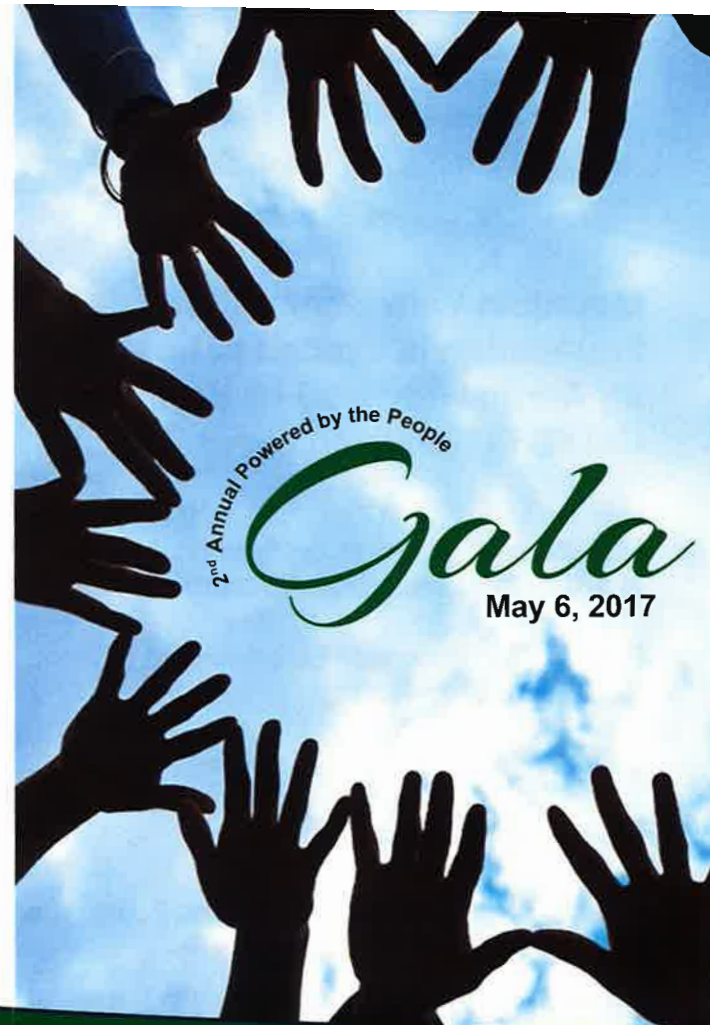
The Foundation is governed by a volunteer Board of Directors, with operations managed by a part-time Executive Director.

Vision

Mountain View Seniors' Housing Foundation supports a culture of caring and sustainability by ethically fundraising to improve the quality of life for our residents, through individual donors, corporate and community partnerships.

Mission

Mountain View Seniors' Housing Foundation is a trusted charity that aims to raise awareness and funds by collaborating with community partners with a goal to transform our buildings into homes and to provide quality care and outcomes for our residents.



Mountain View Seniors' Housing Foundation

Ralene McCulloch, Executive Director
P: 403-556-2957 or C: 403-507-5300
E: ralene.mcculloch@mvsh.ca



www.mvsh.ca

Mountain View Seniors' Housing Foundation

2nd Annual Powered by the People Gala

In Support of:





2nd Annual Powered by the People Gala - May 6, 2017



Mountain View Seniors' Housing Foundation is excited to host our 2nd Annual Powered by the People Gala & Fundraising Event

Join us May 6, 2017 at 7pm at the Didsbury Multi-Purpose Room at the Memorial Complex at 1702 - 21 Ave in Didsbury, Alberta.

Cocktail Reception with Entertainment by Adria McCulloch & Tom King.

Semi-formal attire. Tickets \$100 per person.

SPONSORSHIP

The Mountain View Seniors' Housing Foundation has two key annual fundraising events.

- Our Powered by the People Gala in the spring which brings together our community, sponsors and vendors for a night of entertainment and networking.
- Our Annual Golf Classic held in the September

The Foundation operates a Sponsorship Program that provides an opportunity for organizations to contribute at a variety of donation levels for each Annual Event.

Sponsorship dollars assist with presenting the two annual fundraising events.

Where Does Your Support Go?

When you donate to Mountain View Seniors' Housing Foundation we are able to enhance the lives of our residents by funding activities, purchasing specialized furniture and equipment that is needed to create safe and homelike environments. As a trusted local charity, Mountain View Seniors' Housing Foundation strives to support keeping our seniors in our communities.

For Tickets and Sponsorship

Tickets and Sponsorship can be purchased online at www.mvsh.ca or by contacting Ralene McCulloch at:

P: 403-556-2957 or 403-507-5300
E: Ralene.McCulloch@mvsh.ca

Silent Auction Sponsorship

Name acknowledge on silent auction table and in the evening program.

All silent auction items need to be delivered to Mountain View Seniors' Housing Foundation by April 21, 2017.

Mountain View Seniors' Housing Foundation
#301, 6501 - 51st Street
Olds, Alberta T4H 1Y6

Gala Sponsorship Opportunities

Platinum Sponsor - \$3,000

- 10 tickets to the Gala event (\$1000 value)
- Superior signage at the Gala
- Major Sponsor recognition during the event
- Your logo on all Guest gifts
- ½ page recognition in our evening program
- Logo on our Gala webpage for a year
- Recognition on our Facebook page

Gold Sponsor - \$1,500

- 4 tickets to the Gala event (\$400 value)
- Logo prominence at the Gala
- Sponsor recognition during the event
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Silver Sponsor - \$1,000

- 2 tickets to our Gala Event (\$200 value)
- Logo prominence at the Gala event
- Logo acknowledgment in our evening program
- Recognition on our Facebook page

Bronze Sponsor - \$500

- 2 tickets to our Gala Event (\$200 value)
- Logo acknowledgment in our evening program
- Recognition on our Facebook page

Making a difference in our community!

In Support of:





REQUEST FOR DECISION

COUNCIL DATE: April 10, 2017

SUBJECT: Broadband Development – Public Engagement Strategy

ORIGINATING DEPARTMENT: Economic Development

AGENDA ITEM: 11.1

BACKGROUND/PROPOSAL:

Administration has been instructed to manage a comprehensive and unbiased survey of the public to determine a) its appetite to risk public dollars on the wholesale broadband development venture; and b) the market demand for such a broadband network.

A Request for Proposals was issued to qualified vendors to conduct the public survey. Two qualified proponents submitted proposals, one of which stood out as being the best option to professionally and accurately complete the project. The proposal submitted by Banister Research and Consulting stood out for multiple reasons, outlined in the attached decision report. The top 3 reasons make clear the company has:

- a) the resources to complete the project expeditiously;
- b) the experience and certification necessary to accomplish our goals with the most accuracy possible; and
- c) the cost of the project represents less than 2% of the overall projected cost of deployment – an appropriate amount spent for the purpose of duly diligent market research.

The Director of Finance and Administration, the Director of Planning and Operational Services, and the Economic Development Officer each completed a grading matrix independently of one another to select the favoured proponent. The evaluation criteria was weighted upon the following:

- Approach and Methodology – Timeline, etc. (35% weighting).
- Understanding of services to be provided (10% weighting).
- Experience and/or References for the Firm (10% weighting).
- Project Staffing and Experience (15% weighting).
- Satisfaction of Previous Clients/End Users (10% weighting).
- Pricing (20% weighting)

It was unanimously found that the proposal submitted by Banister Research and Consulting was the favourite.

Administration is seeking authorization to proceed with the favoured proponent.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

With over \$115,000 remaining in the funds allocated by Council toward the broadband feasibility study and its development, there remains enough funds to cover the balance of payment for the public consultation process which are not covered in the 2017 operating budget.

Note: There will remain one last major expense prior to deployment once the public consultation is complete. After completing the public consultation, if the public shows strong favour toward investing public dollars on a publicly owned wholesale broadband network, the next step will be to conduct a utility pole survey of almost 600 Fortis-owned poles in Town. The cost we have been advised to expect is \$115 per pole to survey, which equates to expenses in the range of \$70,000.

ADMINISTRATION RECOMMENDATIONS:

In order to guarantee a proper and accurate reflection of the public’s intent – and to do so in a short time frame – the firm with the most resources and experience should be pursued. Therefore, Administration recommends proceeding with the proposal submitted by Banister Research and Consulting, which has an attached cost of \$51,995.

COSTS/SOURCE OF FUNDING:

\$51,995 from the broadband monies remaining in the infrastructure reserve.

MOTION:

Motion to direct Administration to proceed with the public consultation proposal submitted by Banister Research and Consulting of Edmonton, Alberta,

and

To instruct Administration to negotiate a discounted rate if possible with Banister Research and Consulting, and if not possible, to spend the required amount of money for the purpose of collecting a professional, accurate, unbiased and comprehensive survey of the public’s intent to proceed with a publicly-owned wholesale broadband fibre optic network.

ALTERNATIVE ACTION:

The Town of Sundre Council moves not to approve hiring Banister Research and Consulting to undertake the Public Engagement Strategy.

ATTACHMENTS:

Report on Broadband Public Engagement Proposal Decision

Date Reviewed: _____ CAO: _____



Broadband Public Engagement Proposal Decision

Department of Economic Development
Report on Broadband Public Engagement Proposal Decision

Whereas, the Town of Sundre Administration recently issued a request for proposals from qualified vendors to conduct a comprehensive and unbiased survey of residents on their collective appetite to spend public dollars on a publicly owned wholesale broadband network, and the demand for such a network;

and

Whereas, there were only two proposals submitted from qualified vendors. One of which with a cost attached of \$15,244, and the other with a cost attached of \$51,995;

and

Whereas, leadership staff in the Town of Sundre Administration conducted three independent analyses of the proposals using a weighted matrix;

and

Whereas, the Town of Sundre Purchasing and Procurement Policy #303 allows for factors other than cost in tenders and contracts to take precedence during decisions to award contracts and tenders;

and

Whereas, there is over \$115,000 remaining from the initial amount of capital set aside by Council at the onset of the broadband economic feasibility study;

Now, therefore, Town of Sundre Administration seeks to enter into contract with Banister Research and Consulting, Ltd., of Edmonton, Alberta, as soon as possible, in order to commence this third phase of the Public Broadband project, including for the additional following reasons:

- a) The proponent utilizes an intelligent three-pronged approach to reach as many residents of Sundre as possible, including web, telephone and door-to-door;

- b) The proponent has the staff necessary to achieve the Town of Sundre's objectives, including the hosting of public information sessions in the required short-time frame;
- c) The proponent brings more experience, especially in areas related to handling public consultations and census-level surveys;
- d) The proponent is a member of national and international organizations governing statistical research standards, while the other proponent is not;
- e) Administration is confident the proponent will allow the Town to gain the most accurate and realistic profile possible of the intentions of Sundre residents, in order to ensure that the proposed wholesale business model achieves the success depicted in our economic models;
- f) The cost requested by the proponent to conduct the public consultation process represents just less than 2% of the overall projected deployment cost of \$2.75 million, meaning that the Town will spend an appropriate amount of capital in the process of conducting its due diligence for this important project; and
- g) Administration leadership staff unanimously selected the proposal submitted by Banister Research and Consulting, Ltd. as their preferred option.



REQUEST FOR DECISION

COUNCIL DATE: April 10, 2017

SUBJECT: Proposal for new Parks, Open Space and Trails Plan

ORIGINATING DEPARTMENT: Planning and Development

AGENDA ITEM: 11.2

BACKGROUND/PROPOSAL:

The Planning and Development Department received budget approval in October 2016 to create a new Parks, Open Space and Trails Plan. In January 2017, the Community Services and Planning and Development departments formed a staff project team to create a Request for Proposal to create a new Parks, Open Space and Trails Plan for the Town.

The following Request for Proposal advertising and selection timeline was agreed on:

- 1) February 6, 2017 – Request for Proposal advertised
- 2) March 6, 2017 – Deadline for proposals to be received
- 3) March 13, 2017 – Short-listing of proposals completed using a matrix system, four Landscape Architect companies selected for interviews
- 4) March 30, 2017 – Interview of proponents completed
- 5) March 30, 2017 - Best proposal and proponent determined from interview process
- 6) April 10, 2017 – Best proposal recommended to Council

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

Administration received seven RFP submissions from a variety of Planning and Landscape Architectural Design companies before the March 6th deadline. The selection committee short-listed the top four RFP submissions for interviews by using a Matrix evaluation spreadsheet which included criteria such as price, experience, quality of proposal, references etc.

ADMINISTRATION RECOMMENDATIONS:

At the completion of the interview process Administration unanimously agreed that the L.A. West Landscape Architectural Design company has the best overall qualifications, experience and capacity to prepare the Town's new Parks, Open Space and Trails Plan. The price submitted by L.A. West is within the budget approved by Council.

COSTS/SOURCE OF FUNDING:

2017 capital Planning Department budget approval in the amount of \$35,000

L.A West Landscaping Architectural Design Consultants Payment Schedule Phases

PHASE	TIMELINE	FEE
Phase 1	2 Weeks	\$3,405.00
Phase 2	4 Weeks	\$7,365.00
Phase 3	6 Weeks	\$13,380.00
Phase 4	2 Weeks	\$3,965.00
Phase 5	2 Weeks	\$3,575.00
Subtotal	16 Weeks	\$31,960.00
Disbursements		\$3,169.00
Total		\$34,589.00

MOTION:

The Town of Sundre Council approves the proposal submitted by L.A. West Landscaping Architectural Design and awards this company the contract to prepare the Town’s new Parks, Open Space and Trails Plan.

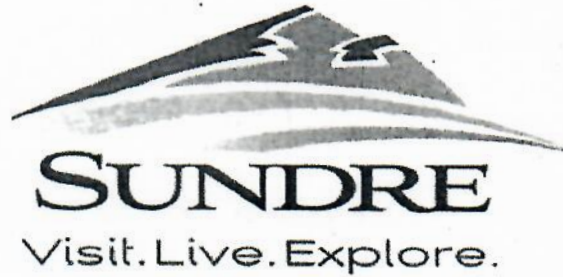
ALTERNATIVE ACTION:

The Town of Sundre Council moves not approve Administration's recommendation to award the creation of the new Parks, Open Space and Trails Plan contract to L.A. West Landscaping Architectural Design and provides Administration with an alternative action.

ATTACHMENTS:

1. Parks, Open Space and Trails Request for Proposal
2. RFP Parks, Open Space & Trails Matrix Evaluation Sheet
3. L.A West Landscaping Architectural Design Request for Proposal

Date Reviewed: _____ CAO: _____



Request For Proposals

Parks, Open Space and Trails Plan

Town of Sundre

Town of Sundre
Box 420
Sundre, AB
T0M 1X0
Phone: 403-638-3551
Fax: 403-638-2100
Website: www.sundre.com

REQUEST FOR PROPOSALS

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REQUEST FOR PROPOSALS

INVITATION

The Town of Sundre is seeking proposals from qualified consultants for the preparation of a Parks, Open Space and Trails Plan that will address the needs and priorities related to parks, open space and trails and how they will be addressed and delivered over the next ten years.

This long-term plan will serve as a framework to ensure sound planning, quality development, practical maintenance operations, community stewardship and sustainability of our parks, open space and trails facilities within the Town of Sundre.

PLAN PURPOSE

The purpose of the Parks, Open Space and Trails Plan is to propose improvements to the current parks, open space and trails network and to guide future expansion throughout the Town for these recreational spaces. The Plan will be guided by the Town's Design and Development Standards for all parks, open spaces and trail planning and design to ensure conformity of quality for future development. However, additional construction requirements will be outlined. To ensure enforceability, the Plan will be referenced in planning and development permit requirements, the Town's Municipal Development Plan and the Land Use Bylaw. The Plan will replace the existing Sundre Open Space and Trails Plan 2004.

PLAN AREA

The Plan Area will encompass all lands within the Town of Sundre boundaries as well as incorporate potential future annexation areas and connections to Mountain View County.

BACKGROUND REFERENCE MATERIAL

The following documents, among others, will be required to review:

- a) Municipal Development Plan (2013)
- b) Town of Sundre Master Recreation Plan (2013)
- c) Mountain View Region, Parks, Recreation and Culture Master Plan (2009)
- d) Sundre Open Space and Trails Plan (2004)
- e) FireSmart Strategy (2016)

SCOPE OF THE PROJECT

The scope of work will include but not be limited to;

- Identify and propose new parks, open spaces and trails for areas within the Town that were annexed from the County in 2010, which are not covered in the existing Town Open Space and Trails Plan (2004);
- Identify potential connections with Mountain View County;
- Incorporate an inventory of all parks, open spaces and trails to serve in the creation of a detailed map, to be uploaded to the Town's GIS system, outlining current and proposed future parks, open spaces and trails and promote the overall recreational connectivity for the Town;
- Review current trail routing, identify any existing issues or constraints, including a review and analysis of existing trail construction materials and identify gaps in the trail system;
- Enhance direct routes to major destinations, including the downtown core;
- Explore additional areas and destinations for parks, open spaces and trails near or along the edge of the various waterways within the Town;
- Explore possible locations for a boat launch(s), on the Red Deer River, which can also be used by the Fire Department for emergency access;
- Explore ideas for trail corridor enhancements, including new connections, potential re-alignments of trail corridor for safety and ease of access, landscape rehabilitation areas, and bridging ideas (as required),
- Prepare schematic layouts of safe, efficient connections to surrounding community, identify opportunities for bicycle, scooter, handicapped, senior and general pedestrian mobilities,
- Explore the creation of outdoor amenity areas along the trail corridor (picnic areas, seating areas, etc.), for eating, meeting and /or recreation with a focus on maximizing solar exposure during winter minimizing exposure to wind,
- Identify key locations for trail signage, consider ideas for speed limits and warnings along multi-use trails to discourage fast bicycle riding and aggressive behaviour,
- Explore amenities that promote all day use such as lighting;
- Explore opportunities for future landscaped areas which provide both

stormwater function and amenity value;

- Include pet waste stations and garbage cans along pathways and in open spaces to pet owners;
- Ascertain the usage levels within the existing community parks and form recommendations on how to maximize their use based on current/future demographics.
- Develop assessment criteria to evaluate the catalogued land and open space and make recommendations for current and future usage of the parcels [i.e. current condition of the facilities, resource and environmental analysis (size, usage, topography, current zoning, physical characteristics, access to waterways, etc.), and lifecycle recommendations].
- Determine areas for new parks and open spaces within the undeveloped lands areas which will connect to the larger trail system,
- Review the current use of the Greenwood Campground and determine if the area can transition from a campground to become a downtown central park area,
- Investigate alternative locations for campground areas within the Town boundaries or future annexation areas,
- Review current use and design of Town parks and determine if changes are required,
- Explore areas for future off-leash dog parks,
- Ensure that design and construction standards are provided to include best trail construction materials, pathway width, vertical clearance, lateral clearance, lateral clearance from roadway, slope, vegetation, grade, accessibility, bollards etc;
- Develop a new parks, open space and trails projects list in high priority order

EXPECTATIONS

- a. The Proponent will meet with the Town of Sundre Administrative project team upon award of the contract to develop a better understanding of the issues and objectives for the project, confirm the proposed work plan and deliverables, and establish lines of communication and areas of responsibility between the Proponent and Town of Sundre. These meetings will help establish the project's milestones and timelines. A minimum of four (4) meetings throughout the project will be scheduled to enable the project team to

review progress updates with the Proponent.

- b. Review “Best Practices” of municipal parks, open space and trails operations of jurisdiction of similar size to the Town of Sundre within Western Canada for consideration or implementation. Familiarize themselves with the Town of Sundre Master Recreation Plan (2013), Municipal Development Plan, Regional County Recreational Plan and any other plans or policies relevant to the creation of the new Plan.
- c. Consult with the Town of Sundre staff, community members and stakeholders with a minimum of five (5) public consultations, using a two way sharing of information planning approach including online surveys. The objective is to provide opportunities for input and feedback to the consultant(s) on the Town's current and future needs for parks, open space and trails as the population increases. Stakeholders can be identified in consultation with both the Planning and Development and Community Services Departments.
- d. Establish the Guiding Principles, Goals and Objectives of the Parks, Open Space and Trails Plan and recommend Policies and/or Bylaws needed to support the implementation of the Plan.
- e. Layout a short, medium and long term prioritized plan for upgrading, improving or installing new parks, open spaces and trails throughout the Town. Recommending any upgrades, improvements, signage requirements, acquisition opportunities, de-commissioning needs and strategies, and any other relevant improvements, including safety and liability considerations. Costs are not required as part of the Plan as it will be reviewed on an annual basis and priorities incorporated into capital and operating budgets as directed by Council.
- f. Present the final Parks, Open Space and Trails Plan to the elected officials at a meeting of Council.

ROLES AND RESPONSIBILITIES

The successful proponent will be required to work with Town Administration, specifically key staff from the departments of Planning and Development and Community Services to complete the objectives as outlined in this document. These key staff will form the project team to make decisions regarding the overall development of the Plan.

The Town's Manager of Community Services will be the primary contact for the proponent in assisting in setting up meetings with stakeholders, organizing public engagement sessions and locating reference materials and coordinating any day to day needs and enquiries from the proponent. Should any issues or difficulties arise during the course of the project, the proponent will contact the Director of Planning and Operational Services to discuss/resolve.

PROPOSERS ELIGIBILITY

It is understood by all interested proposers that in order to qualify, the successful consulting team must:

1. Have demonstrated experience in research, analysis, planning and design for municipal parks, open space and trails;
2. Be familiar with current practices and trends for the recreational use of municipal parks, open spaces and trails;
3. Have excellent communication skills, parks and trails planning and design skills and knowledge and overall presentation skills;
4. Have demonstrated success in working with multiple recreational and leisure user groups and the general public in gathering pertinent information to develop a Plan, which will promote fair accessibility for all users year round.

PROPOSAL REQUIREMENTS

1. Proposer Profile (legal name, address telephone, fax, email and contact person);
2. Experience, qualifications and roles of all team members;
3. List of relevant references;
4. Detailed method of approach, to include public consultation/engagement (no steering committee required) and include timelines required to complete each phase of the project;
5. A copy of the Proposer's Certificate of Recognition or Safety System Accreditation, and an Occupational Health & Safety Organization, or a Letter of Good Standing from an Occupational Health & Safety Organization;
6. A copy of the Proposer's Certificate of Good Standing from the Workers Compensation Board of Alberta;
7. Detailed cost breakdown, including all consultant fees, disbursements and travel costs. All fees must be shown in Canadian dollars, showing GST as a separate cost;
8. Proposed payment schedule that follows key phases for payment of fees to the proposer.

FINAL REPORT FORMAT

All research, findings and other data collected by the proponent during the project as well as the final Plan and supporting information, will become the property of the Town of Sundre. The proponent will provide 8 colour, bound copies of the Parks, Open Space and Trails Plan and one electronic copy, including map files in GIS Shape file and DWG format, to the Town of Sundre.

PROPOSAL EVALUATION

Submitted proposals will be evaluated on the basis of the criteria listed below. These criteria will be utilized to short-list the proponents, as well as to evaluate the interview and to make the final decision.

EVALUATION CRITERIA	AVAILABLE POINTS TO BE AWARDED
Proponent's Eligibility - Expertise, familiarity with the planning, design, operations of municipal government parks, open spaces and trails.	40
Project Understanding - Clear understanding of the project and its requirements.	30
Project Team - Clearly defined roles and responsibilities for all team members and level of involvement of key personnel for the duration of the project.	20
Fee Schedule - The Proposal works within the financial resources available for the project.	10
Interview	50
PROPOSAL RATING	150

TERMS AND CONDITIONS

Inquiries	Any questions should be directed to Angie Lucas, Director of Planning and Operational Services, 403-638-3551 or angie.l@sundre.com
Clarification and Addenda	Notify the Town of Sundre not less than four (4)

	working days before RFP Closing of omissions, errors, questions or ambiguities found in the Contract Documents. If the Town of Sundre considers that correction, explanation or interpretation is necessary; a written addendum will be issued. All addenda will form part of the Contract Documents.
Level of Effort	The level of effort for the RFP should not exceed \$35,000 including GST in total.
Proposal and Contract Security Insurance	The Proponent shall effect and continuously maintain during the term of the Contract or any extension thereof a comprehensive general liability policy with limits of not less than two million dollars (\$2,000,000.00) with such coverage to be with such insurance company and contents acceptable to the Town of Sundre. A copy of which must be submitted with proposal.
Proponent's Indemnification	The Proponent agrees to indemnify and save the Town of Sundre harmless against all claims, suits, demands, damages, expenses, disbursements and costs on a Solicitor and Client basis which the Town of Sundre may incur as a result of any act or omission by the Proponent. The Proponent acknowledges that it is not an employee of the Town of Sundre, but is an independent contractor.
Amendment or - withdrawal of Proposal	Proposals may be amended or withdrawn by letter, email, or facsimile. Amendment or withdrawal by letter, email, or facsimile must be verified by registered letter, postmarked prior to the date and time of closing. Amendments of individual unit prices are the only acceptable price amendment. Amendments shall not disclose either original or revised total price. Head amendment or withdrawal as follows: “(Amendment)/(withdrawal) of RFP for (Name of Project) (Contract Number)”. Sign and seal as required for RFP, and submit at address given for receipt of RFP prior to time of RFP Closing.

Informal or Un- Balanced Proposals	Proposals, which, in the opinion of the Town of Sundre, are considered to be informal or unbalanced, may be rejected.
Certifications	<p>Proponents must have either a Certificate of Recognition or Safety System Accreditation issued jointly by the Department of Labour and Advanced Education, and an Occupational Health & Safety Organization, approved by the Department of Labour and Advanced Education, or the proponent must have a Letter of Good Standing from an Occupational Health & Safety Organization approved by the Municipality indicating that the proponent is in the process of qualifying for the Certificate of Recognition or Safety System Accreditation. A copy of which must be submitted with RFP.</p> <p>Proponent must supply a Certificate of Good Standing from the Workers Compensation Board of Alberta. A copy of which must be submitted with RFP.</p>

PRIVILEGE

This RFP neither expresses nor implies any obligation on the part of the Town of Sundre to enter into a contract with any party submitting a response or responses.

A table of evaluation criteria is included within this RFP document to be used as a guideline for proposers. The Town of Sundre reserves the right to deviate from the evaluation criteria where it is in the best interests of the Town of Sundre.

The Town reserves the right to reject all or any proposals, and to not necessarily accept the lowest proposal. The Town may accept any proposal or any portion of any proposal that may be considered to be in the best interests of the Town of Sundre. The right is also reserved to waive formality, informality or technicality in any proposal. This includes the right to accept a proposal that is not strictly compliant with the instructions in the RFP document.

The Town reserves the right to negotiate, after the RFP Closing Date, with any proposer to finalize service arrangements in the best interests of the Town.

The Town of Sundre shall not be bound by trade or custom in dealing with and/or evaluating the responses to the RFP. The Town reserves the right to interpret any and all aspects of this

RFP as may be most favorable to the Town of Sundre.

In submitting a proposal, the proponent has accepted the reservation of rights as set out herein and agrees to be bound by it.

SELECTION PROCESS TIMELINES

February 6th, 2017	Request for Proposals advertised
March 6th, 2017	Deadline for Proposals to be received
March 13th, 2017	Short-listing of Proponents completed
March 30th, 2017	Interviews of Proponents completed
April 7th, 2017	Award proposal to Proponent

PROPOSAL BUDGET

The level of effort for the RFP should not exceed \$35,000 including GST in total.

PROPOSAL DEADLINE

The deadline for submissions is Monday March 6th, 2017 at 4.00 p.m. 2017.

If you have any questions related to this proposal, please call Angie Lucas, Director of Planning and Operational Services for the Town of Sundre at 403-638-3551 or by email at angie.l@sundre.com.

DELIVERY AND MAILING ADDRESS FOR PROPOSALS

Angie Lucas, Director of Planning and Operational Services,
Town of Sundre,
P.O. Box 420,
717 Main Ave West,
Sundre, Alberta, T0M 1X0



L.A. West
Landscape • Architectural • Design • Consultants



Response to RFP
Parks, Open Space and Trails Plan

Prepared for:
The Town of Sundre
Box 420
Sundre, AB
T0M 1X0



March 6, 2017

Ms. Angie Lucas
Director of Planning and Operational Services
Town of Sundre
P.O. Box 420
717 Main Avenue West
Sundre, AB T0M 1X0

Re: Town of Sundre Parks, Open Space and Trails Plan
Response to Request for Proposals

Dear Ms. Lucas,

In response to your proposal call for Landscape Architectural Services for the Town of Sundre Parks, Open Space and Trails Plan, the team of LA West Inc. is pleased to provide the following proposal package illustrating our professional services and qualifications as they relate to this project. We are excited about the opportunity to work with the Town of Sundre to further develop and evolve the Parks, Open Space and Trails Plan so it can be a planning and design tool for future development of the Town of Sundre.

We thank you for this opportunity and hope that the following information satisfies your request and confirms our capabilities to provide the highest level of consulting services.

Yours truly,



Scott Wright
Principal



Laurie Burrows
Landscape Architect



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1.0



Project Understanding

envision



design



implement



Introduction

The Town of Sundre, a growing and recreation-oriented community nestled in the foothills of the Rocky Mountains, is focused on updating its Parks, Open Space and Trails Plan in order to better align with current planning policies and framework for future development. The new plan will take into consideration best management practices and guidelines for open space development which shall ensure that all residents and visitors to the community are able to share and experience in positive recreational programming in the Town of Sundre.

The new plan will replace the current 2003 Open Space and Trails Plan as it will incorporate much needed guidelines for development of the open space system in order to meet the need of recreational users. It will also allow the Town of Sundre to sustainably manage their assets, while remaining economically feasible. The management and maintenance of all parks, pathways and trails is a key component to the enhanced quality of life that residents and visitors have come to rely upon, and therefore this new plan will become integral in the long term goal of creating a community that is rich in outdoor recreation enhancing the quality of life of those who come to Sundre to **Visit, Live and Explore**.



Understanding of the Assignment

The current Open Space and Trails Plan for the Town of Sundre provides a high level planning document to help guide recreation and open space development. The Open Space and Trails plan shall reflect directives sought out in other approved Municipal documents including, but not limited to, The Town of Sundre Municipal Development Plan 2013, The Town of Sundre Master Recreation Plan 2013, and the Town of Sundre Land Use Bylaw. Due to additional lands annexed by the Town of Sundre in 2010, the Parks, Open Space and Trails Plan shall acknowledge the new boundaries and address the need for additional open space requirements. Although the new plan speaks to planning policies and guidelines within the municipal jurisdiction, it shall also respect the Inter-municipal Development Plan to ensure adequate pathway and trail connections abroad.

The current plan provides principles, recommendations and priorities to existing open space parcels, however, the new plan shall be updated to have a twofold approach. It shall address elements of both Planning and Design of the open space system. Two main focuses of the plan will concentrate on existing open space inventory, as well as development of future park space. Due to an increasing diverse economy in the Sundre area, the town is a growing community and current recreational trends and community needs shall be assessed and taken into consideration when updating the new plan. Public consultation will be key to ensure user demands and preferences are heard and acknowledged. The needs and public input should help design and shape the recreational programming for the future. The focus of the plan should not only be on sound planning principles, but provide a guideline to existing and new development to meet those principles.

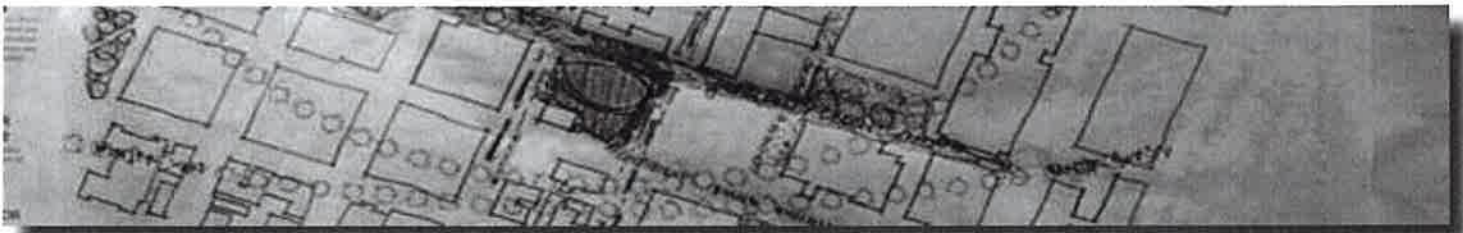


The new Parks, Open Space and Trails Plan shall also provide more detail and guidance to the general planning and design of open space parcels and amenities. The plan will be more prescriptive to ensure a baseline of uniformity and consistency. This will begin to set the standards for minimum landscape development while ensuring safe and cost effective design practices. No plan can be successful without proper implementation. The new Parks, Open Space and Trails plan will provide the basis for sound planning and design guideline for all new and existing developments and prioritize the necessary needs and strategies to ensure The Town of Sundre mandates are met.



Work Program / Approach

Undertaking to update the Town of Sundre's Parks, Open Space and Trails Plan is an important task, as it will provide the Town's staff and it's residents with a valuable resource in growing the municipality's open space assets over time. It will require significant inventory and analysis, well-thought out recommendations based on current conditions and trends, and a comprehensive stakeholder and public consultation strategy to garner feedback and assess future directions. The following summarizes our proposed method for updating the Town's current Open Space and Trails Plan, complete with timelines for each phase.



Timeline
2 weeks

Phase One: Project Initiation, Background Review & Research

Phase One for the Parks, Open Space and Trails Plan will involve project start-up activities, and a comprehensive review of the Town's background documents. This will ensure that we are properly oriented to the status of current documents, up-to-date with immediate issues faced by the Town, and well-acquainted with the members of staff and key stakeholder groups.

Prior to touring the Town's network of parks and open spaces our team will undertake the following, project initiation tasks:

- Project team meeting (#1)
Introduce key team members, confirm lines of communication, review schedule, confirm deliverables and formats;
- Confirm scope of work, including annexed lands from the County in 2010;
- Confirm goals, objectives, and principles for updated plan;
- Confirm public engagement process and timelines/dates for consultation, and consultation venue;
- Review background reference material, including 2003 Open Space and Trails Plan;
- Highlight shortcomings of 2003 plan (if any) through discussion;
Identify any priorities that have changed or shifted.
- Highlight priorities and recommendations from 2003 plan that are still relevant, or need to be achieved, as well as those that have been achieved but could benefit from continued enhancement;
- Highlight new trends (i.e. off leash dog parks) for consideration and inclusion in updated Plan;
- Prepare and distribute public notices for consultation, or setup online survey;
- Public consultation event/outreach (#1) - survey/questionnaire in utility bill;
- Review best practices for parks/trails/open spaces with specific regard to Sundre.



Work Program / Approach

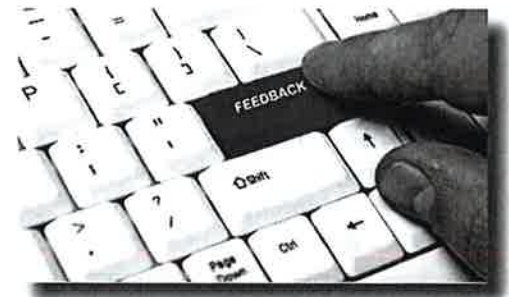
Phase Two: Inventory and Analysis and Initial Public Consultation

Timeline
4 weeks

In Phase Two we will build on our background knowledge with a physical review of the Town's parks and open space network, and garner additional feedback from Sundre residents through an initial public open house. During this phase we will begin to formulate opinions, based on what we see, feedback from the community, and through discussions with Town staff, on any additions or changes to the 2003 Plan.

Phase Two will include the following project tasks:

- Confirmation and categorization of parks, spaces and trails;
- Identification of additional lands since 2003;
- Familiarization of spaces, linkages and amenities, through desktop and physical tours of parks and trails;
Special consideration: to connections with lands from Mountain View County;
to suitability of Greenwood Campground as a downtown, central park;
- Photograph successful accomplishments and significant deficiencies, with respect to design and/or maintenance;
- Identify issues and constraints to making successful trail linkages;
- Confirm 'brand' of signage and amenities;
- Project team meeting (#2) - to review Phase Two work in progress, preceding public open house.
- Public consultation event/outreach (#2) - public open house;
- Highlight new and/or outstanding community desires;
- Coordinate/communicate/meet with relevant agencies (Fire Dept., DFO);
To ensure viable recommendations for improvements/enhancements in ERs or adjacent to waterways.

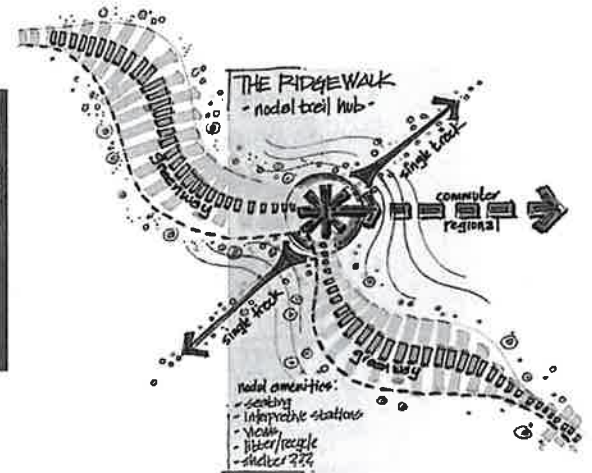
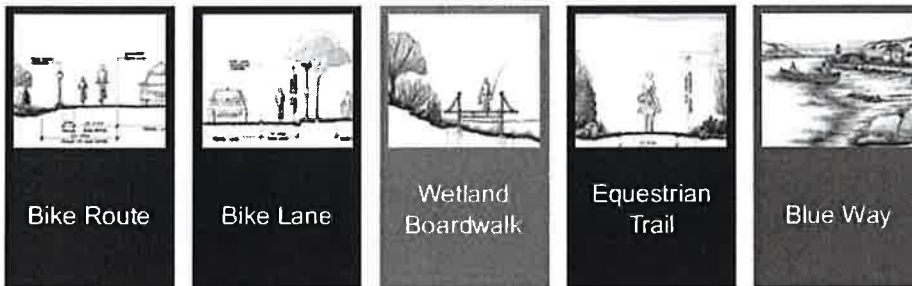


Work Program / Approach

Timeline
6 weeks

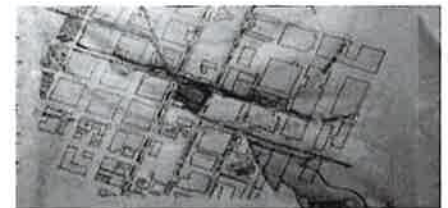
Phase 3: Plan Preparation

Based on the results and findings of Phase Two we will move forward with physical refinements to the Parks, Open Space and Trails Plan, beginning with preliminary graphic improvements. Some of the key issues to be addressed during this phase will include the development and inclusion of design principles and guidelines for community connections and trail construction, strategies for combined stormwater/amenity features, the strengthening of Sundre's open space 'brand', and the prioritization and phasing of future work.



Phase Three will include the following project tasks:

- Update plan references, recommendations and priorities with a goal to make them more exciting (i.e.: graphically, and more user friendly);
- Add graphic standards for work already completed (including graphics and standards for additional elements - bridges, lighting, etc.);
- Back up graphic standards with best practice guidelines for park development and trail construction;
- Update existing tables to include a specific lifecycle column, to be populated where relevant;
- Project team meeting (#3) - mid phase - to review Phase Three work in progress;
- Public consultation event/outreach (#3) - website/social media outreach to share work in progress;
- Highlight special amenities on plans. (i.e. rest stops, viewing nodes, picnic areas...);
- Prepare detailed vignettes to illustrate recommended design principles and guidelines; Particularly for layouts of safe, efficient community connections, and combined stormwater/amenity features (i.e.: rain gardens, bioswales, wetlands, etc.);
- Further develop or enhance the 'brand' of signage and amenities;
- Clearly prioritize new parks and trail systems;
- Recommend potential phasing;
- Project team meeting (#4) to review final draft Plan;
- Prepare for final public open house.



Work Program / Approach

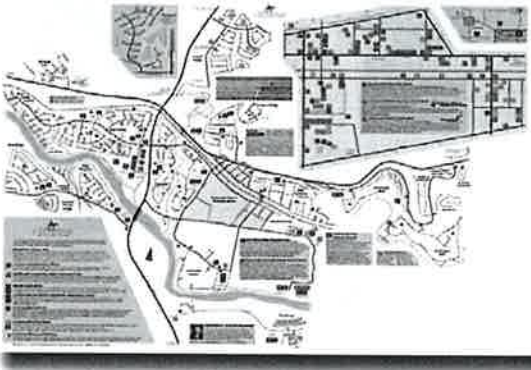
Phase 4: Final Public Consultation and Preparation of Final Plan

Timeline
2 weeks

Following the completion of Phase Three, and prior to a presentation of the Plan to Council, we will present the final draft plan to the public, to confirm the inclusion of prior feedback, and garner any final thoughts.

Phase Four tasks will include:

- Public consultation event/outreach (#4) - public open house;
To present updated draft plan and obtain feedback;
- Address comments and feedback in final draft;
- Finalize process summary and complete plan.



Phase 5: Project Conclusion

Timeline
2 weeks

Phase Five will conclude the project with a presentation of the recommended updated plan to Council. Tasks in this phase will include:

- Council presentation prep./run-through with staff;
- Public consultation event/outreach (#5) - Council presentation;
- Preparation and submission of final deliverables to Community Services.



Consultation Strategy

We believe that the effective sharing of information between all parties involved in a project assists in ensuring a joint understanding of issues. It creates a forum for sharing ideas and concerns, helps build a common project language, helps avoid costly project delays, and develops important relationships. The earlier the public can be engaged to identify shared values or concerns the better.

LA West has extensive experience coordinating large and small group sessions, managing public feedback to garner real goals and desires, and translating those ideas into implementation plans that are both realistic and flexible. Project Team working sessions, Public Engagement Meetings (such as Community Open Houses) and other participatory tools are used in the planning process to ensure common understanding and promote the development of practical, viable sets of principles and policies that can eventually guide development and construction.

The following outlines our proposed strategy for engaging the public in updating the Parks, Open Space and Trails Plan.

Phase One

Prior to engaging the public we will meet with Town staff to confirm the overall consultation strategy and timing of specific efforts.

Initially we would propose a Phase One outreach effort in the form of an online survey, newspaper advertisements, and/or a questionnaire distributed through the municipality's utility correspondence. This questionnaire would seek feedback on the successes and shortcomings of the current Plan, as well as any thoughts or desires on amenities that are missing or in need of improvement. This outreach effort would need to be initialized quickly in order to send and receive feedback through Canada Post in a timely fashion.

Information boards can also be utilized at prominent locations within the community to inform the public of ongoing project developments. The board would hold images of proposed ideas, components, or information on aspects and links to relevant websites/social media sites.

Early in Phase One we would also seek to confirm a consultation venue and set a date for an initial public open house.



Phase Two

Simultaneous with our inventory of parks and trails, the first public open house would be held to garner public opinion on the strengths and weaknesses of the 2003 Plan. The format for this would be drop-in casual, with a brief outline presentation closer to the beginning of the designated time slot. Comments, suggestions and input from the public would be recorded, and feedback sheets would be provided for those who wish to provide their own written comments.



Consultation Strategy

Phase Three

Consultation in Phase Three would be provided through electronic formats, wherein the work-in-progress could be shared either through a page on the Town’s website, or through social media.

Facebook has proven to be an effective and viable source for this. Posts and images can be added to any page to keep the public informed as well as bring awareness and excitement to the project. The Town has many Facebook groups (trading posts, exercise groups etc.) that could be “invited” to bring an instant audience to the project. Social media can then be used to alert the public of milestone events throughout the duration of the projects, including future “construction starts” and “opening days”.

A page on the Town of Sundre’s website could also be created and utilized as an ongoing source of information throughout the course of the project. Graphics and proposed updates uploaded to the page would give the public a clear idea of how the project is progressing.



Phase Four

Consultation in Phase Four would culminate in a second public open house to present the final draft Plan and garner any final comments from the public. The format would be much the same as the first public open house, wherein we’d record the comments received, and provide comment sheets for those who wish to provide their feedback in writing.

Phase Five

In Phase Five our final public consultation or outreach event would be to present the final Plan and an outline of the project’s process to Council, which we assume would not be an in camera session.



2.0

Project Team

envision



design



implement



Corporate Introduction

LA West (Calgary) Inc. ("LA West") is a landscape architectural design firm created in response to the growing demand for qualified design professionals in Calgary's land development and open space design industry. LA West (Calgary) Inc. is comprised of professionals, designers and technologists that have accumulated a diverse and extensive range of experience in landscape architecture. We are recognized as full members of the AALA, BCSLA, OALA and CSLA.

LA West has gained industry respect and is recognized in Calgary's development community as a premier landscape design firm. As an industry leading landscape architectural firm our objective is to provide quality service to foster the development of long term, sustainable relationships with our clients.

LA West's success is contingent upon open lines of communication, an extremely strong work ethic and a conscientious and talented design staff working towards common goals. Our approach is to ensure all our clients receive the highest level of service, attention and quality assurance in a personal and professional fashion.

Our 'team' oriented philosophy is evident in our relationships and involvement with outside consultants, professionals and contracting groups. LA West recognizes that cooperative, cohesive design and construction teams are critical in achieving project success. We pride ourselves on our long standing working relationships developed with other industry professionals in the planning, architectural and engineering disciplines as well as the cooperative and supportive interaction with contractors.

Our team has worked extensively in the Calgary Region and throughout the Province of Alberta. With a diverse background in open space design, from large scale planning to small scale details, our project experience is well rounded allowing our team of professionals to take projects from concept to construction completion.

LA West's commitment to Landscape Architecture, and to our clients, is to combine responsible site planning with creative design techniques intended to enhance the quality of our natural and built environments.

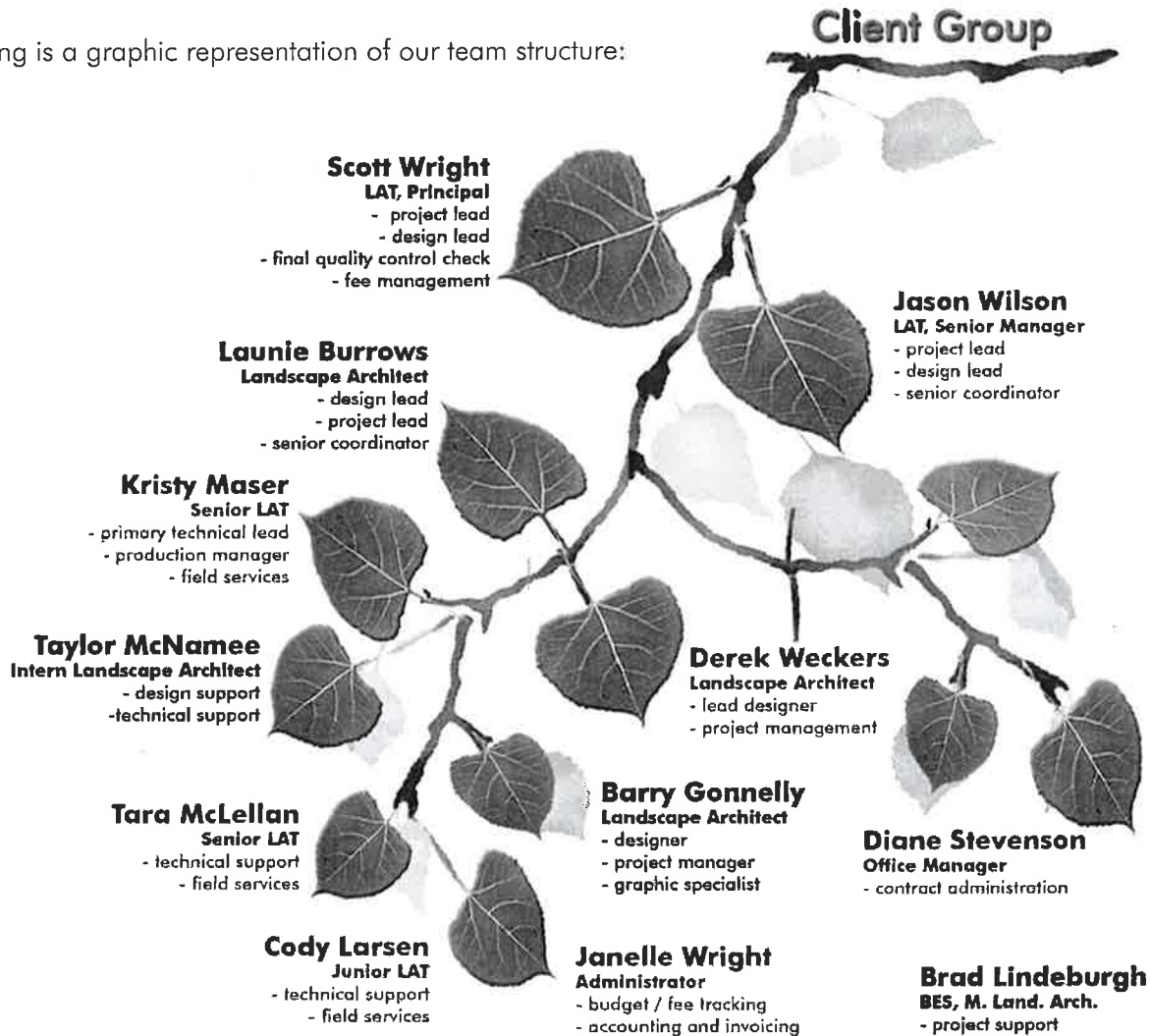
Team LA West

The success of LA West can be directly attributed to the hard work, dedication and creativity of our employees. We feel the skills and personalities of our team members define our firm's identity.

Each LA West project is overseen by a senior member of the staff. This project manager serves as the main point of contact and is responsible for all management aspects of the work. Thanks to a flexible and transparent corporate structure, at minimum, a second individual from the LA West team has intimate knowledge of the project specifics and is available to respond to questions or concerns should the need arise.

To meet the objectives and deliverables set out in the RFP, the key personnel identified will be further supported by additional LA West staff.

The following is a graphic representation of our team structure:



Bios

SCOTT WRIGHT

ROLE: Quality Control, Plan & Document Review

Scott has been involved with BILD Calgary (formally UDI) over the last number of years and his role as the Landscape Committee Chair, and his involvement with the City of Calgary in the negotiations of the Development Guidelines and Standard Specifications for Landscape Construction has proven to be valuable.

LAUNIE BURROWS

ROLE: Project Manager, Plan & Site Review, Public Consultation

Launie is a Landscape Architect with LA West Inc. and has worked both in the private and public sectors. In Launie's role with the City of Calgary, he worked both as a Development Coordinator in the approvals of new park development, as well as a Park Planner, overseeing the design and distribution of new open space development. This experience has provided a solid foundation for open space planning which has contributed to his current role as a project manager in the private sector.

BARRY GONNELLY

ROLE: Plan & Document Review

Barry resides in Red Deer and is experienced in the design, development and management of projects in Red Deer, and in smaller municipalities throughout central Alberta. Barry brings to LA West a unique experience in dealing with smaller municipalities and has an intimate understanding of rural design values.

His employment in municipalities and private developers have provided him an extensive background in public consultation processes and large scale master planning.

BRAD LINDEBURGH

ROLE: Plan & Site Review, Client Liason

Brad has extensive experience in planning and design and will be a valuable asset to round out our Sundre Consulting team. As a resident of Sundre, he is well informed of current issues and concerns, and currently sits on the Town of Sundre's Planning Commission.

Brad has a broad range of consulting and project experience including landscape architecture, urban design, community master planning and residential community development, public participation, and project management. He has led numerous visioning and strategic planning processes for clients that have resulted in strong and successful projects.

Brad brings a comprehensive understanding of sustainability, landform, the role of public engagement, and environmental considerations to his work to achieve the best balance between the conservation of resources and project needs.

Project Experience and Eligibility

LA West has a diverse portfolio of work, and our team members have a wealth of experience to draw upon for this assignment. From planning and approvals, to design and construction, our team is well-rounded, and can effectively complete the development of the Parks, Open Space and Trails Plan.

Our experience in planning, design and construction will allow our team address what is needed for the required scope. We are familiar with current practices and trends in recreational use of open spaces and understand the general demands put upon municipalities with respect to programmable space and operational and maintenance requirements. We understand the various components and design elements required to make an open space system successful, and therefore, with our combined effort with the Town of Sundre, will deliver a successful planning document for future growth.

LA West is very proud of our past project success and we endeavour to exceed our clients expectations on every project we undertake.

We have built our firm on the philosophy - **'you're only as good as your last job'** - and can assure our clients that this commitment is reflected in all our work; regardless of project scale or scope.

The project sheets included in the Appendix represent a small sampling of recent and relevant projects our firm has successfully completed or currently has underway.

Firm Particulars



Legal Name: LA West (Calgary) Inc.

Address: 467 - 31st Avenue NW
Calgary, AB T2M 2P5

Telephone: (403) 233-0921

Fax: (403) 233-0927

Email Addresses: scott@lawestinc.ca
launie@lawestinc.ca

Contacts: Scott Wright
Launie Burrows



3.0

Schedule and Fees



Design Fees

Our professional fees are typically based on a percentage of landscape construction value as governed by the Alberta Association of Landscape Architects (AALA). Depending on the scope and complexity of any given project, our fees range from **8 – 10% of the overall landscape construction costs** and include all design services from preliminary visioning and conceptual design, to construction supervision and site coordination.

For the purposes of this assignment we would work toward an upset fee as identified herein.

Hourly Rates - L.A. West's per diem rates are as follows:

- Landscape Architect \$135/hr
- Senior Landscape Architectural Technologist \$115/hr
- Intermediate Technologist \$75/hr
- Support Staff (Administrative) \$50/hr

Disbursements - **will be invoiced on occurrence only** and have been included in the upset fee. Disbursements typically include site travel, plan and document reproduction, telephone, fax, and office supplies.

Insurance - LA West (Calgary) Inc. carries **Professional Liability Insurance in the amount of 2 million Professional Liability and 5 million in Comprehensive General Liability Insurance.**

OHS - LA West is in the process of obtaining our **SECOR** (Small Employer Certificate Of Recognition). The SECOR is a Health and Safety program oriented towards smaller companies of 10 or fewer employees. It focuses on identifying key health and safety hazards and the implementation of controls and safe work procedures. For LA West, typically our involvement on construction sites requires us to follow the prime contractors safety and OHS safety procedures and policies.

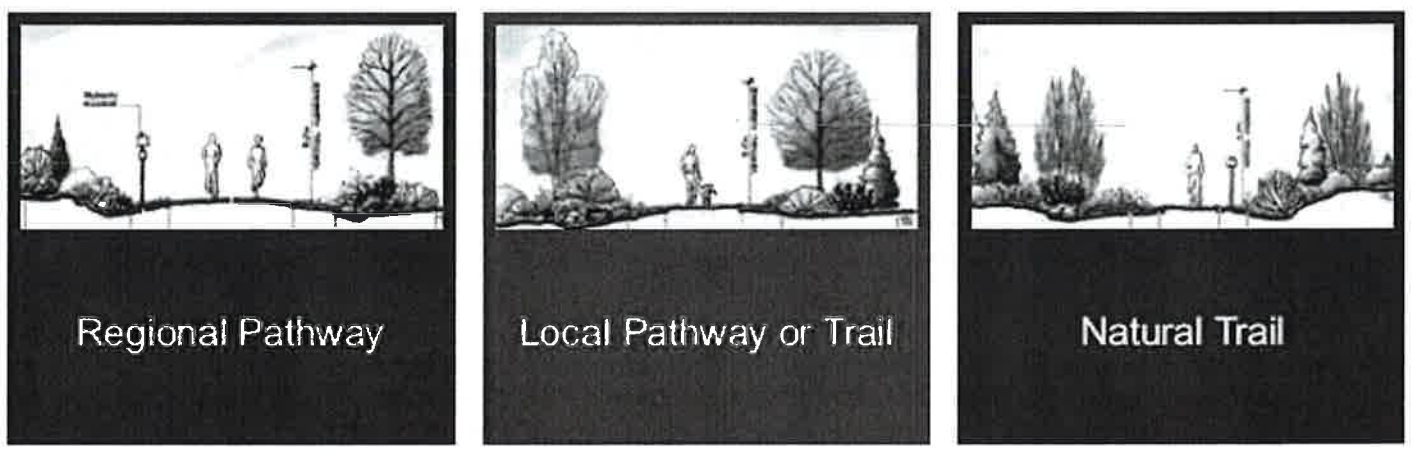
WCB - LA West is in good standing with the Workers Compensation Board (WCB). A clearance letter has been included in the Appendix of this proposal.

Invoicing - Our practice is to submit invoices monthly for services rendered. The invoices will describe the services provided for that time period and included a breakdown of the personnel and expenditures for each project. Invoices are due upon 30 days of receipt of invoice or as per payment arrangement agreed to with our clients.

Phases and Payment Schedule

As requested, we propose the following payment schedule for the work program outlined in Section 1.0:

Phase	Timeline	Fee
Phase 1	2 Weeks	\$3,405.00
Phase 2	4 Weeks	\$7,365.00
Phase 3	6 Weeks	\$13,380.00
Phase 4	2 Weeks	\$3,965.00
Phase 5	2 Weeks	\$3,575.00
Subtotal	16 Weeks	\$31,960.00
Disbursements		\$3,169.00
Total		\$34,859.00



4.0

References



Mr. Keath Parker, Manager, Strategic Services, Parks, City of Calgary
Ph. (403) 268.4757 (keath.parker@calgary.ca)

Mr. Dave Matthews, Parks Planning & Technical Services Supervisor, City of Red Deer
Ph (403) 314.5853 (dave.matthews@reddeer.ca)
Project: The Oxbows Off Leash Dog Park, Waskasoo Trail

Mr. Ron Lebsack, Director of Community Services, Town Of Sylvan Lake
Ph (403) 887.2141 (rlebsack@sylvanlake.ca)
Project: Lighthouse Park, Vista Park, Railway Trail Concepts, Off Leash Dog Park

Mr. Craig Teal, Director, Parkland Community Planning Services
Ph (403) 343.3394 (craig.teal@pcps.ab.ca)
Project: Innisfail 50th Street Redevelopment, Open Space & Trails Master Plans Concepts, Napoleon Lake Trail Upgrades

Mr. Scott Fediow, Parks Development Inspector, City of Airdrie
Ph. (403) 948.8800 ext. 6289 (scott.fediow@airdrie.ca)

Mr. Garrett Wohlberg, Director-Planning & Communications, Qualico Communities
Ph. (403) 212.1616 (gwohlberg@qualico.com)
Development: Redstone, Crestmont West – Calgary, AB; Painted Sky, Langdon

Mr. Marcello Chiacchia, General Manager, Genstar Development Company
(403) 256.4000 (MChiacchia@genstar.com)
Development: Panorama Hills, Coventry Hills, Lake Chaparral, Walden, Shawnee Park, Savanna





Appendix



Resumes



Team LA West

SCOTT WRIGHT

Principal, L.A. West (Calgary) Inc.

In 2006, L.A. West (Calgary) Inc. was introduced to the Landscape Architectural Industry as a boutique landscape design firm. A decade later, L.A. West has grown to be one of the largest, most productive Landscape Architectural Consulting firms in Calgary and surrounding region.

Scott brings over 25 years of experience in the Landscape Architectural industry to the firm overseeing the Calgary, Red Deer and newly established Toronto practice. L.A. West has an established cross section of private Land Development Companies, Municipalities and Commercial Developers.

With extensive working knowledge and experience with park planning within community development Scott has been involved in creating several long range design and policy documents for land development projects, commercial centers and open space systems. Over the past several years Scott has had the opportunity to work on a diverse scope of projects ranging from large urban design and multi-disciplinary projects to municipal, resort and golf development projects.

The diversity of his project experience gives Scott the unique ability to see many creative solutions to design challenges. His clients have come to appreciate the straight forward, no nonsense approach to design and project management. His honesty, integrity and unrelenting work ethic have garnered respect from clients and professional peers alike.

Leading by example, Scott assumes corporate responsibility for all facets of design including conceptual planning, master plan development, detailed construction documents, and project management.

Scott Wright

scott@lawestinc.ca
cell 403.990.9446



Profile

EDUCATION

Honors Diploma, Northern Alberta
Institute of Technology, 1991

EXPERIENCE

2006 – Current

President
L.A. West (Calgary) Inc.,
Calgary, AB

1998 – 2005

Associate
IBI Group, Calgary, AB

2003-2005

Principal
Scott Wright Consulting

1993 – 1998

Senior Technologist
Browning Design Ltd.,
Calgary, AB

1990 – 1992

Intermediate Technologist
L.A. West, Kamloops, BC

1991 – 1992

Kippen Gibbs, Edmonton, AB

MEMBERSHIPS

AALA

BILD / UDI Calgary

Alberta Irrigation Association

AREAS OF SPECIALITY

Landscape & Irrigation Design

Conceptual Planning & Urban
Design

Golf Course Design

Project Management

COMMITTEES

Urban Landscape Committee

NAIT Advisory Committee

Team LA West

JASON WILSON

Lead Designer & Senior Project Manager

Jason is an honours graduate from the Northern Alberta Institute of Technology and a Senior-Level Landscape Architectural Technologist with over 22 years experience in the Calgary landscape architectural community. He joined Scott Wright to form L A West Calgary in 2006 and fulfilled a career-long aspiration to operate an independent design firm adhering to their own business philosophies.

Under Scott's mentorship, Jason has developed a practical design philosophy with sophisticated, contemporary style. His education and work experience, coupled with a natural design flare, have found him at the forefront of major community development and open space design projects at a relatively early stage of his career.

Jason's expertise lies in creating functional and aesthetically enhanced recreational environments that have been infused with sustainable, low impact development techniques. His responsibilities include preliminary design and master-plan development as well as graphic presentation, working drawing preparation, contract administration and construction supervision.

A strong work ethic and a desire to provide the highest level of service to his clients round out a skill set that makes Jason a valuable addition to any design team.

Jason Wilson

jason@lawestinc.ca

cell 403.969.9204



Profile

EDUCATION

Honors Diploma, Northern Alberta Institute of Technology, 1994

EXPERIENCE

2006 - Current

Senior Designer, Project Manager
L.A. West (Calgary) Inc.,
Calgary, AB

2003 - 2006

Lead Designer & Project Manager
UMA / AECOM , Calgary, AB

1998 - 2003

Senior Technologist
IBI Group, Calgary Alberta

1994 - 1998

Junior - Intermediate Technologist
Browning Design Ltd., Calgary, AB

MEMBERSHIPS

Associate Member - Alberta
Association of Landscape
Architects

UDI Calgary

Associate Member - Alberta
Irrigation Association

AREAS OF SPECIALITY

Landscape & Irrigation Design

Conceptual Planning & Urban
Design

Graphic Presentation

Project Management and
Construction Supervision

SCHOLARSHIPS / COMMITTEES

Technical scholarship from NAIT
for outstanding academics.

Team LA West

LAUNIE BURROWS

Landscape Architect & Senior Project Manager

Launie brings 18 years of landscape architecture experience and has worked in both the private and public sectors. Involved in fast-paced work environments, his ability to work with Clients, Industry Consultants, Municipal Departments, Educational Institutions and various professional organizations makes him an asset to any team.

Launie's time with City of Calgary Parks has broadened his knowledge, built strong relationships with many industry leaders and given him an intimate familiarity with the CPAG and development approval process.

Strong comprehension of Landscape Architecture and Planning within the development industry gives Launie a diverse background and allows him to apply his knowledge to a wide range of projects.

He has planned and designed lands for municipal open space at large and small scales including neighbourhood parks, joint use sites, community and linear parks, private open space facilities, storm water facility ponds and wetlands. From concepts to detail design, his practical approach to design and his dedication to his clients and colleagues make him a strong member of our team.

Launie Burrows

launie@lawestinc.ca

cell 403.804.9301



Profile

EDUCATION

Bachelor of Landscape Architecture,
University of British Columbia
1996

Bachelor of Arts, Geography,
University of Regina 1992

EXPERIENCE

2010 – Current
Landscape Architect,
L.A. West (Calgary) Inc., Calgary,
AB

2009 - 2010
Landscape Architect,
Urban Systems Ltd., Calgary, AB

2003 - 2009
Landscape Architect,
City of Calgary Parks,
Calgary, AB

2003-2003
Intern Landscape Architect,
Stonefield Consulting Ltd., Calgary
Alberta

1997 – 2003
Intern Landscape Architect, Stantec
Consulting Ltd. Calgary, AB

MEMBERSHIPS

Full Member - Alberta Association
of Landscape Architects

UDI Calgary

AREAS OF SPECIALITY

Landscape Design

Conceptual Planning & Urban
Design

Project Management and
Construction Supervision

SCHOLARSHIPS / COMMITTEES

SALA Student Award 1994

Team LA West

BARRY GONNELLY

Design Associate & Landscape Architect

Barry is a Landscape Architect with over 17 years experience in the Landscape Architectural Industry.

Along with a strong background in landscape construction and graphic illustration, Barry has a bachelor's degree of Landscape Architecture from Utah State University and spent time as the City of Red Deer's Park and Open Space Design Coordinator.

His background within multi-disciplinary architectural and engineering firms, coupled with employment in municipalities and private developers have provided him an extensive background in public consultation processes and large scale master planning.

Barry's project responsibilities include conceptual design and graphic presentation, 3d simulation, working drawing preparation, and construction supervision.

Barry currently works primarily out of Red Deer and represents L A West in our projects around central and northern Alberta. Barry brings to the L A West team unique experience in dealing with smaller municipalities and has an intimate understanding of rural design values.

His calm and easy going demeanour makes Barry a versatile and adaptable representative for L A West and our client groups.

Barry Gonnely
barry@lawestinc.ca
cell 403.828.0779



Profile

EDUCATION

Landscape Architectural
Technologist Northern Alberta
Institute of Technology, 1994

Bachelor of Landscape Architecture
Utah State University, 1997

EXPERIENCE

2008 – Current

Design Associate, Landscape
Architect
L.A. West (Calgary) Inc., Calgary,
AB

2007 - 2008

Landscape Architect
Laebon Developments, Red Deer,
AB

2006-2007

Parks and Open Space Designer,
City of Red Deer, AB

2004-2006

Landscape Architect
UMA/AECOM Red Deer, AB

2003-2004

Landscape Architect
IBI Group, Calgary, AB

1998-2003

Landscape Architect
Landplan Associates, Calgary, AB

MEMBERSHIPS

Full Member - Alberta Association
of Landscape Architects

UDI Calgary

AREAS OF SPECIALITY

Landscape Design

Conceptual Planning & Urban
Design

Graphic Presentation

Team LA West

DEREK WECKERS

Landscape Architect

Derek is a landscape architect with twenty years of consulting experience in planning, design and implementation. He combines strong design abilities and practicality to create innovative and implementable solutions for a variety of project types.

Derek is a key member of project teams and brings enthusiasm, strong technical abilities, and effective project management skills to develop and deliver high quality projects. He has practiced in Ontario, Alberta and British Columbia, providing award-winning designs to both public and private sector clients, and has seen many of his projects through to construction completion.

Derek is passionate about communication and the design process and is experienced in the development of conceptual and detailed designs, the preparation of construction documents, and the administration of construction contracts. Over the course of his career he has participated in, led, and delivered a range of urban design, site planning, and parks and recreation initiatives.

Derek Weckers

derek@lawestinc.ca

cell 416.892.9915



Profile

EDUCATION

Bachelor of Landscape Architecture (Honours), University of Guelph, 1997

EXPERIENCE

2013 – Current

Landscape Architect
L.A. West (Calgary) Inc.,
Calgary, AB

2005-2012

Associate
Dillon Consulting Limited (formerly
Envision – the Hough Group),
Toronto, ON

2003-2005

Landscape Architect
Town of Richmond Hill,
Richmond Hill, ON

2000-2003

Landscape Designer
Phillips Farevaag Smallemberg,
Vancouver, BC

1998 – 1999

Landscape Designer
Landplan Associates Ltd.,
Calgary, AB

MEMBERSHIPS

Full Member OALA & AALA
BCSLA (Inactive Member)
CSLA

AREAS OF SPECIALITY

Urban Design
Parks & Recreation Master Plans
Parks Design & Development
Streetscape Design
Community & Site Planning

SCHOLARSHIPS / AWARDS

CSLA Silver Medal for
Academic Excellence

Team LA West

KRISTY MASER

Senior Technologist, Project Manager

Kristy is a senior landscape architectural technologist with 15 years of practical experience. Kristy's roles include managing production, coordinating and organizing the support team, client liaison, technical drawing review and project management.

Kristy's personality, focus and unequalled work ethic sets her apart among her peers. Her commitment to her clients and projects is unwavering. She is integral to LA West's success.

Kristy Maser

kristy@lawestinc.ca

cell 403.968.4151



Profile

EDUCATION

Northern Alberta Institute of Technology, 2001

EXPERIENCE

2007 – Current

Intermediate Technologist
L.A. West (Calgary) Inc., Calgary, AB

2004– 2007

Intermediate Technologist
IBI Group, Calgary, AB

2001 – 2003

Junior / Intermediate Technologist
Landplan, Calgary, AB

MEMBERSHIPS

LAT Member - Alberta Association
of Landscape Architects
UDI Calgary

AREAS OF SPECIALITY

Detailed Design Drawings &
Contract Documents

Graphic Presentation

Project Management and
Construction Supervision

SCHOLARSHIPS / COMMITTEES

Jason Lang Scholarship from NAIT

Team LA West

TAYLOR MCNAMEE

Intern Landscape Architect

Taylor is an Intern Landscape Architect with over 6 years of experience in landscape architecture, urban design, and planning consultation. He is currently in the process of writing sections of the Landscape Architect Registration Exam to attain full membership as a Landscape Architect.

A graduate of Utah State University, Taylor's refreshing design sense has been patterned through ideology from new and old pioneers in the realm of architecture and planning. He recognizes the importance of history while keeping pace with modern trends to mitigate design monotony. His background living in an array of places has broadened his horizons to adopt innovative design and planning strategies from diverse environments and urban settings.

Taylor's experience in the industry has allowed him to appreciate the importance of strong client-consultant relationships. His project responsibilities include conceptual design and graphic presentation, 3D simulation, working drawing preparation, contract administration, and construction supervision.

His design sense, experience working on a diverse range of projects, and technical skill set parlayed with his ability to relate to people makes Taylor a vital component of the LA West team.

Taylor McNamee
taylor@lawestinc.ca



Profile

EDUCATION

Bachelor of Landscape Architecture
Utah State University, 2012

Landscape Architectural
Technology Northern Alberta
Institute of Technology, 2009

EXPERIENCE

2015 – Current

Intern Landscape Architect
L.A. West (Calgary) Inc., Calgary,
AB

2014

Golf Course Construction
Evansgolf Corporation
Toronto, ON

2009 – 2014

Intern Landscape Architect
McGowan Russell Group,
Winnipeg, MB

MEMBERSHIPS

Associate Member - Alberta
Association of Landscape
Architects

Associate Member - Manitoba
Association of Landscape
Architects

AREAS OF SPECIALITY

Landscape Design

Conceptual Planning & Urban
Design

Graphic Presentation

Project Management and
Construction Supervision

Team LA West

TARA MCLELLAN

Senior Landscape Architectural Technologist, Project Manager

Tara is a solid addition to L A West who brings 18 years of technical experience and project management to our team. Her experience includes but is not limited to client liaison, drawing production, estimating and scheduling and project management. Coupled with her extensive technical background Tara also brings added past experience working with Municipalities. Prior to joining L A West Tara was employed The City of Edmonton and The City of Vancouver where she worked amongst other design professionals and was responsible for drawing production and quality control as well as project management on capital projects. Tara is a welcome addition that will only strengthen our team of professionals and provide some added value to our clients.

CODY LARSON

Junior Technologist, Field Services

Cody is an enthusiastic member of the LA West Team. A graduate of the NAIT LAT program, Cody has sound design and technical knowledge that he supplements with eye catching graphic abilities and an extensive background in landscape construction. He has a well-rounded skill set and provides much needed support in all aspects of project development.

JANELLE WRIGHT

Executive Assistant, Office Manager

Janelle is responsible for all administrative and office management including accounting, filing, data management and invoicing.

Profile

Tara McLellan

tara@lawestinc.ca

Cody Larson

cody@lawestinc.ca

Janelle Wright

janelle@lawestinc.ca

cell 403.651.3047



Brad Lindeburgh BES, M.Land.Arch.

Box 2335 Sundre AB T0M 1X0
Mobile / Text 403-681-2723
Email brad.lindeburgh@mac.com

As a practitioner and project leader, Brad is a strategic thinker and problem solver. He has a broad range of consulting and project experience including landscape architecture, urban design, community master planning and residential community development, public participation, and project management. He is experienced in various land development projects through his involvement with regional and community plans, and open space planning. Brad has led numerous visioning and strategic planning processes for clients that have resulted in strong and successful projects.

Brad brings a comprehensive understanding of sustainability, landform, the role of public engagement, and environmental considerations to his work to achieve the best balance between the conservation of resources and project needs. Combined with knowledge of planning, design and approval processes, he is able to provide his clients with creative and workable solutions.

Employment**Urban Designer by Contract** (July 2013 – to present)

Brad has provided consulting services on a contract basis to a selection urban design and land development projects.

NORR Architects Planners – Director of Planning & Landscape Architecture (October 2011 – July 2013)

Brad was engaged by NORR to provide leadership and growth opportunities for the Planning and Landscape Architecture groups in Western Canada, with a focus on urban design. He worked on complex land use applications in transit oriented development areas, significant urban design projects at various scales, the development of industrial architectural controls with unique sustainability features, and numerous residential and commercial landscape architecture projects. He worked with both public and private sector clients.

Stantec Consulting Ltd. – Senior Principal, Managing Leader (May 1997 to September 2011)

Brad was employed by Stantec for over fourteen years. Initially Brad was a Landscape Architect and Project Manager at Stantec. He successively took on management duties and in September 2005 Brad moved to the Managing Leader role. He led many project teams including the significant Riverwalk and St. Patrick's Island projects as strong project leader with the ability to manage complex work processes, demanding timelines, varied stakeholders and public engagement processes.

Education

Bachelor of Environmental Studies – Landscape Architecture (1984) - University of Manitoba
Master of Landscape Architecture (1994) - University of Manitoba
Crime Prevention Through Environmental Design (CPTED) (2010) - Level 1 Certificate

Volunteer

Sundre Planning Commission – Member – November 2015 to Present

Awards

2010 National Urban Design Awards, Certificate of Merit, The RiverWalk Master Plan
2010 CSLA National Award of Merit, The RiverWalk Master Plan

Select Project Experience

Landscape Architecture

The RiverWalk, Calgary, Alberta (Project Manager) – Stantec

Comprehensive and multi-disciplinary design for a keystone river-front urban promenade which provides safe access to the water, accommodates various forms of movement, and provides an urban interface to a wild river.

Mayor Magrath Drive Upgrade, Lethbridge (Landscape Architect) – Stantec

Significant public and stakeholder consultation and integrated landscape design for major roadway and streetscape upgrade as part of a multi-firm and multi-disciplinary team.

Three Sisters Mountain Village, Canmore (Landscape Architect) – Stantec

Landscape theming, design, and public participation for a mountain resort community that integrated natural landform and feature with public open spaces. This site was a significant 'brownfield,' built over old coal mines.

Auburn Station Market, Calgary (Urban Designer / Landscape Architect) – NORR

Urban design and landscape architecture for a new commercial area that emphasizes pedestrian connections to transit in an architecturally themed environment.

Kincora, Calgary (Landscape Architect) – Stantec

Comprehensive Open Space planning, theming, and design incorporating natural land form and plant communities and environmental restoration plans.

Planning

Exshaw Site, Alberta (Lead Consultant) – Self

Project management for the design and redesignation of a 10 acre site, including public engagement.

Jacques Site, Calgary, Alberta (Project Manager) – NORR

Urban design and land use applications for a 13ac. seniors-focused mixed use environment in a transit oriented precinct.

Macleod Farming Lands, Calgary, Alberta (Senior Advisor) – Stantec

Conceptual planning, environmental design, visioning and open space design for a new residential community.

Northpoint Lands (Project Manager) – Stantec

Conceptual planning and administration through the approval process for the detailed planning of a 800ha. residential community with the incorporation of wetlands and associated uplands.

Rocky View Lands, Calgary, Alberta (Project Manager) – Stantec

Conceptual planning and visioning process for a potential ex-urban community with a complex and changing approvals process.

Nolan Hill in Symons Valley, Calgary, Alberta (Senior Advisor) – Stantec

Comprehensive planning, visioning and theming, and approval process for a residential community.

Urban Design

The Rise Architectural Controls, Vernon, BC (Chair) – Self

Chair of Design Guidelines Review and on-going design consultation for a resort land development.

South of Bow Urban Village, Calgary Alberta (Urban Designer) – NORR

The master planning and urban design of a 15ac. high density urban village in a unique setting along the Bow River and a naturalized regional park.

St. Patrick's Bridge Design Competition, Calgary, Alberta (Project Advisor) – Stantec

The facilitation of an international design competition for a new pedestrian bridge over the Bow River, with a landing on an island.

Master Plan for St. Patrick's Island, Calgary, Alberta (Project Lead) – Stantec

A Master Plan for an urban island within the Bow River in downtown Calgary that integrated public engagement and a strong design team to guide the development of a neglected but significant piece of open space.

RiverWalk Master Plan, Calgary, Alberta (Project Lead) – Stantec

An award winning Master Plan for over 4kms of pathways, promenades, and amenity spaces along two rivers that involved substantial public engagement and an integrated design team.

Project Sheets

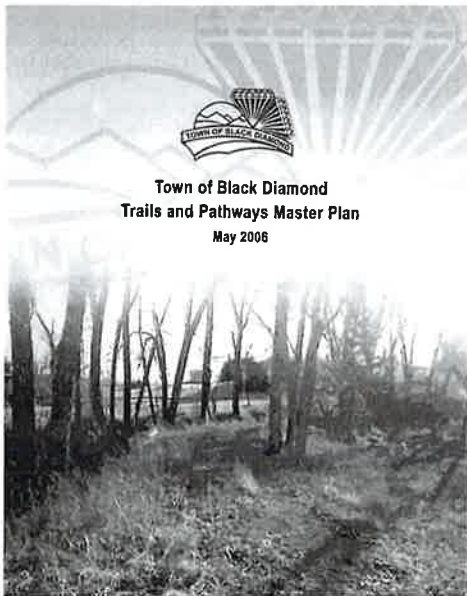


Black Diamond Trails & Pathways Master Plan

Black Diamond, Alberta

While with IBI Group, Scott Wright and Kristy Maser of LA West were responsible for developing the master plan policy document for trails and pathways in and around the rural municipality of Black Diamond.

Exhaustive field inventories and map compilation combined with an in-depth assessment of opportunities and constraints formed the initial framework for the master plan. After a lengthy public consultation process in which a multitude of concerned stakeholders were involved, a comprehensive plan was born that established a trail system intended to respect the natural woodlands, river valley, rural landscapes and historic amenities unique to the region.



PROJECTS

L A West



Type:

Trails Master Plan

Client:

Town of Black Diamond

Size:

640 acres

Services:

- Field Inventories
- Environmental Reclamation
- Trails Assessment
- Public Consultation
- Open Space Master Plan

The Oxbows - Off-Leash Dog Park

Red Deer, Alberta

LA West was responsible for the Design Concept development and tender/construction administration of this year round 40 Acre Off-Leash Dog Park on top of a closed landfill project for the City of Red Deer. In coordination with the Parks, Environmental and Public Works departments, the design team provided illustrative plans showing trails, parking, planting and site amenities for public open houses at the existing dog park.

Due to the clay cap on top of the closed landfill, all proposed planting, site furniture, and fencing required berming to avoid the potential of a puncture. The 'oxbows' theme was developed based on the proximity to Piper Creek and the idea that the site had gone through changes based on the passing of time and deposits of material similar to that of a creek system.



The Oxbows' Off Leash Dog Park
Conceptual Master Plan July 2009

L.A. West



The Oxbows' Off Leash Dog Park
Snapshots and Details July 2009

THE CITY OF Red Deer

L.A. West

PROJECTS

L A West



Type:

Municipal Improvement

Client:

City of Red Deer

Size:

40 Acres

Services:

Public Consultation
Existing Inventory
Landscape Design
Theme Development
Project Management

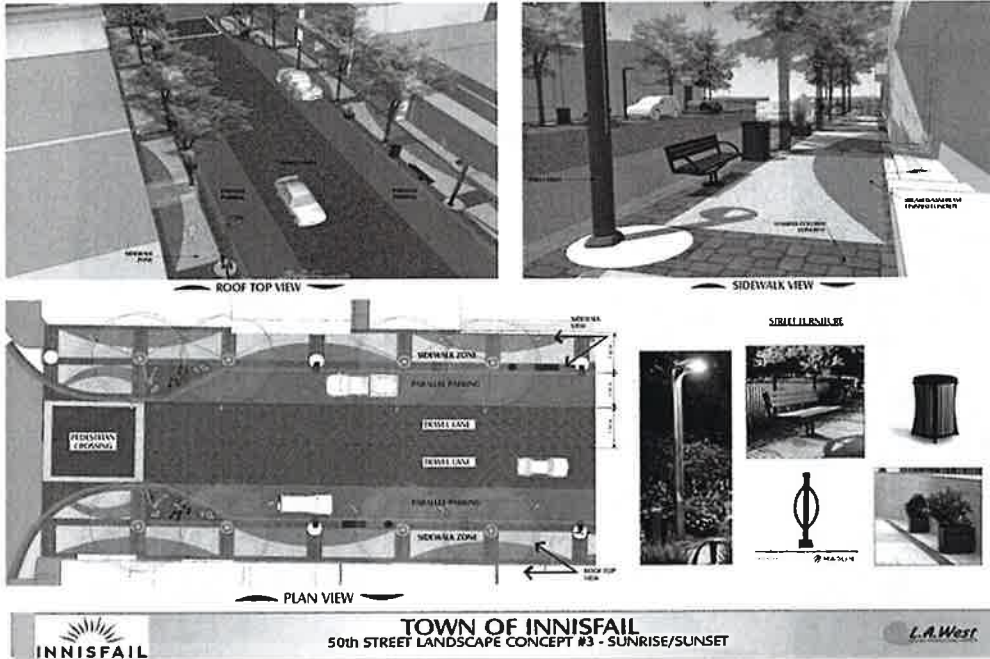


50th Street Downtown Redevelopment

Innisfail, Alberta

As part of a multi disciplinary design team (which include Tagish Engineering and Parkland Planning) L A West was responsible for the landscape concept design and is currently moving into the construction phase for 2012. This multi-phase project will replace all city owned underground utilities and existing sidewalks along the commercial district.

The design process included open houses, public workshops, and steering committee and Town council presentations. Additions include wider sidewalks, street furniture, street trees with structural soil, and ornamental lighting and plaza spaces.



PROJECTS

L A West



Type:

Municipal Improvement

Client:

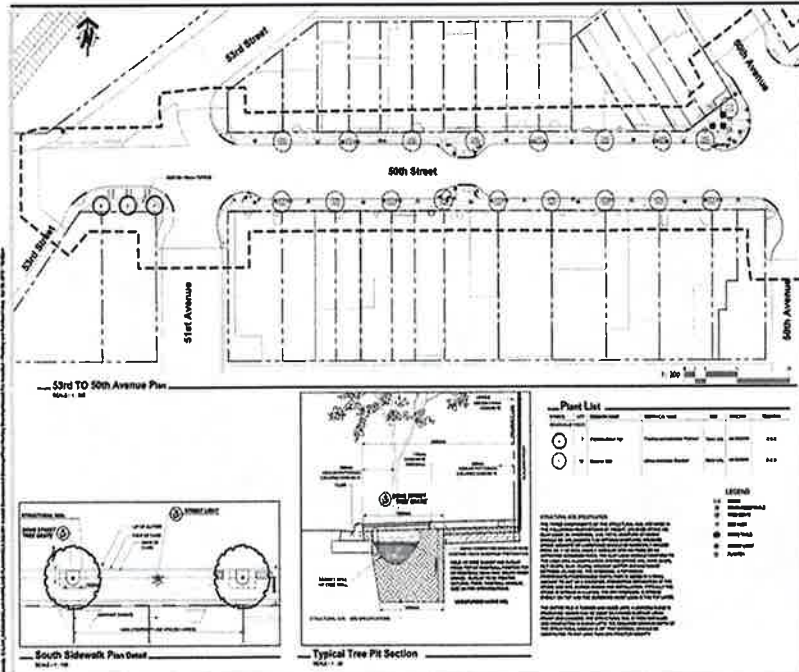
Town of Innisfail

Size:

6 Blocks

Services:

Public Consultation
Existing Inventory
Landscape Design
Theme Development
Project Management

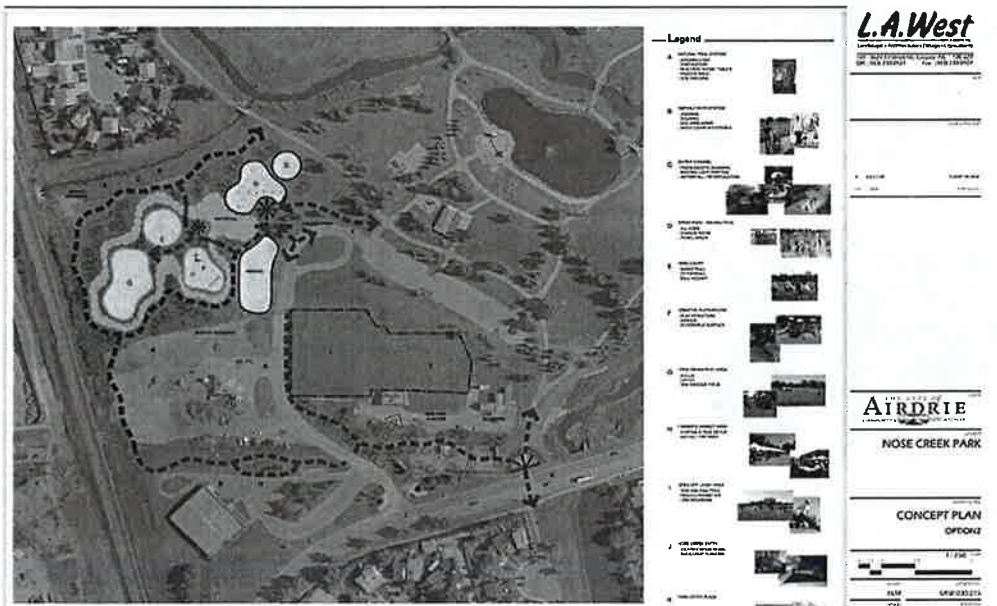


East Lake & Chinook Winds Concepts

Airdrie, Alberta

As part of a design team in coordination with the City of Airdrie administration, L A West actively participated in establishing the redevelopment of existing park spaces and new development of future parks. Various concepts were explored in order to produce the best variety of activities for open spaces within the growing town.

Our roles included way-finding and pedestrian master planning, drainage corridors, viewpoints, splash pads and landscape architecture. The incorporation of low impact development techniques primarily related to storm water management.



PROJECTS
L A West

Type:
Municipal Improvement

Client:
City of Airdrie

Size:
Varies

Services:
Public Consultation
Existing Inventory
Landscape Design



Landscape ■ Architectural ■ Design

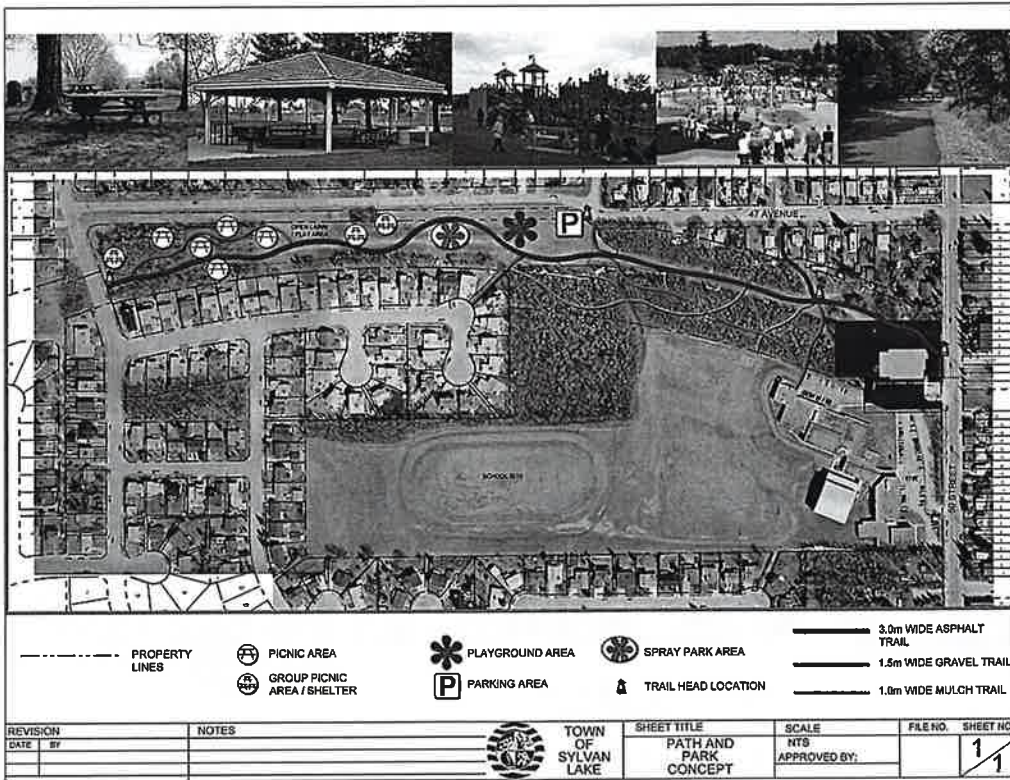
L.A. West
Landscape Architectural Design
69

Canadian Pacific Trailway

Sylvan Lake, Alberta

The Town of Sylvan Lake set aside a former CP Railway Right of Way for the development of a series of pathways based on four types of trails that would tie into the existing trail network.

Areas of importance included connections to the adjacent schools and neighbourhoods, applying CPTED principles to maintain pedestrian safety, and protection of existing vegetation and wildlife. Plans included parking layouts, playground and picnic areas and trailhead markers.



PROJECTS

L A West



Type:

Trails Master Plan

Client:

Town of Sylvan Lake

Size:

20 acres

Services:

Field Inventories
 Environmental Reclamation
 Trails Master Plan
 Way-finding Analysis
 Intermunicipal Interface

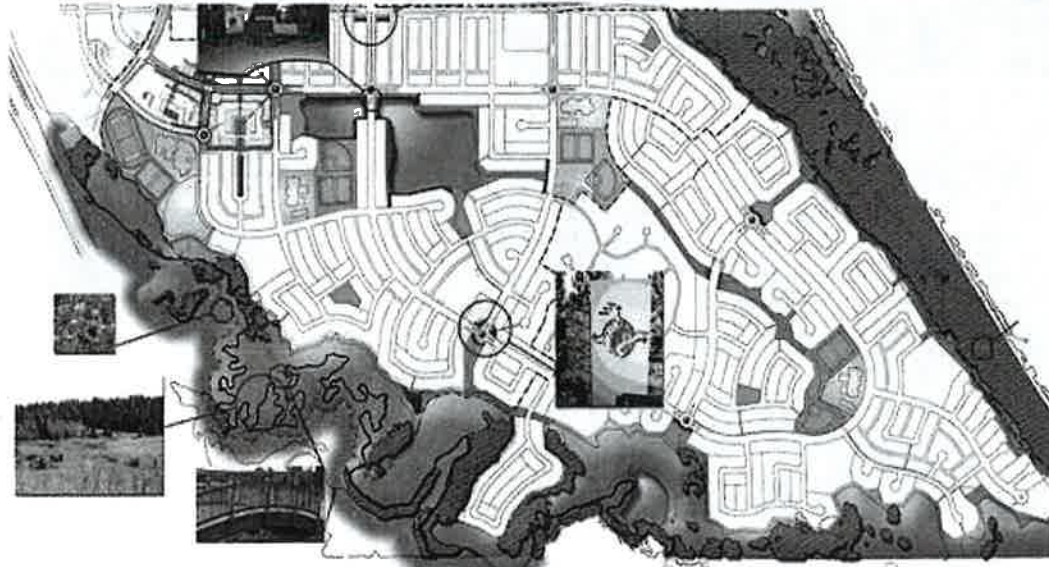
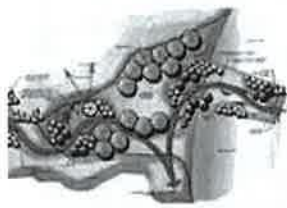
Legacy

Calgary, Alberta

Perched atop escarpments overlooking the Pine Creek and Bow River corridors, the natural beauty of the Legacy lands is striking. Care has been taken to design the Legacy development in concert with the environment; to compliment the beauty of Legacy's natural amenities.

As part of the outline plan approval for Legacy, extensive open space and park planning has been undertaken by LA West. Intended to be a walkable, pedestrian oriented community, an integrated network of linear parks, greenways and intimate streetscapes comprise the heart of Legacy's character.

Architectural features, signage, community identity and theming are the other major design elements taken into account in the landscape design analysis.



PROJECTS

L A West



Type:

Sustainable Residential Development

Client:

Westcreek Developments

Size:

1000 acres

Services:

Landscape Design
Open Space Master Plan
LID Analysis
Theme Development
Urban Design



Landscape • Architectural • Design

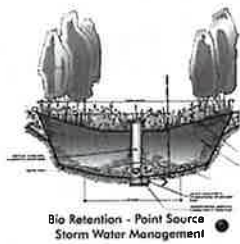
L.A. West
Landscape • Architectural • Design • Consultants

Walden

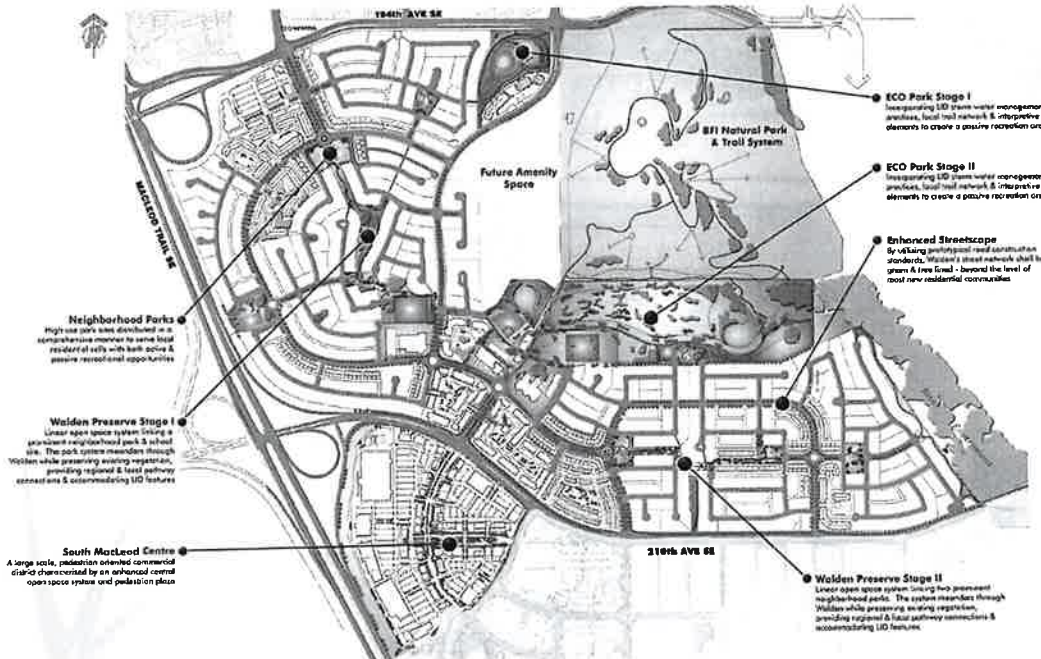
Calgary, Alberta

The new south Calgary community of Walden is a professionally designed and master planned development with a focus on contemporary prairie architectural style. The design intent was to create a unique, aesthetically enhanced environment while staying true to the underlying theme of sustainability.

L A West has created and started to implement an innovative LID master plan into Walden's open space system. This plan includes sensitive planning to accommodate existing natural amenities, storm water management techniques, wetland preservation and reconstruction as well alternative energy sources. This long term, large scale development is one our most interesting and rewarding projects.



Low Impact Development Practices
Walden's planning took into careful consideration the areas natural amenities. Conscientious site design and construction techniques shall be employed throughout the communities development.



PROJECTS

L A West



Type:

Low Impact Residential Development

Client:

Genstar Development Co.

Size:

1000 acres

Services:

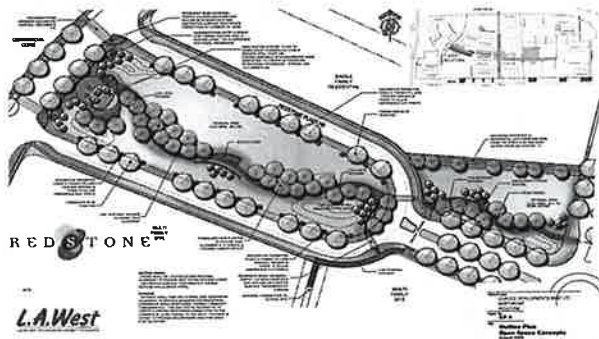
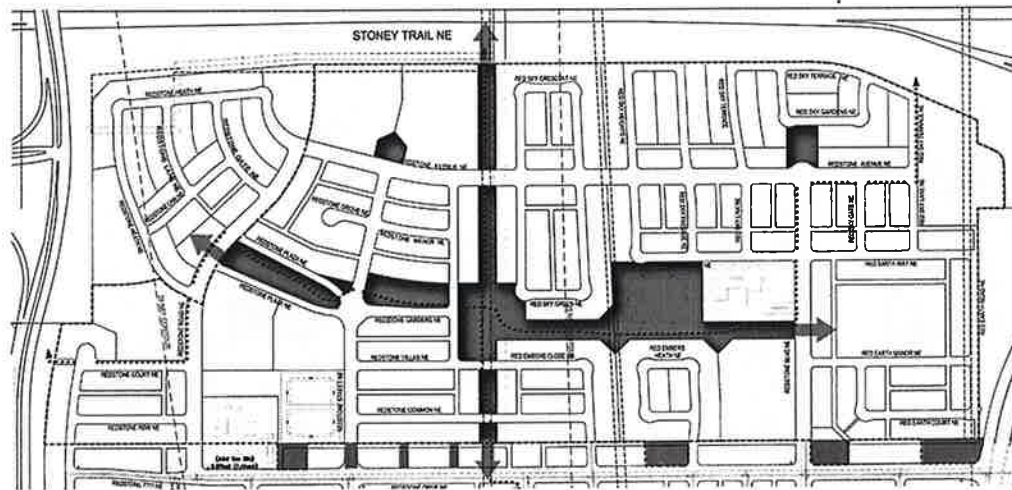
Landscape Design
Open Space Master Plan
LID Analysis
Theme Development
Urban Design

Redstone

Calgary, Alberta

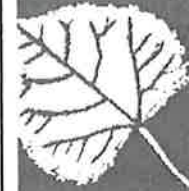
With its identity founded on active outdoor lifestyle, this northeast neighborhood's core is comprised of a significant open space system designed with pedestrian connectivity, fitness and active recreational in mind. The park network is intended to link local residents with the various commercial and neighborhood nodes located within the community.

LA West was asked to accommodate these basic pedestrian necessities while still providing a vibrant and aesthetic experience for the end user. As with most of our community projects, the open space master plan established the primary identity for Redstone. Planning, engineering and architectural designs were influenced by the landscape architecture.



PROJECTS

L A West



Type:
Sustainable
Residential Development

Client:
Qualico Communities

Size:
250 acres

Services:
Landscape Design
Open Space Master Plan
LID Analysis
Theme Development
Recreation Studies

Landscape ■ Architectural ■ Design

L.A. West
— Calgary Inc. —
Landscape • Architectural • Design • Consultants

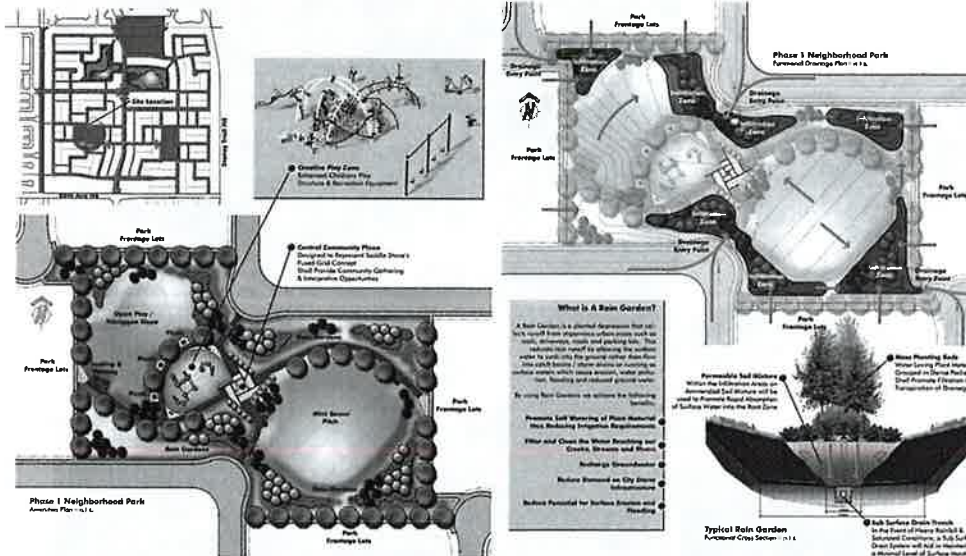
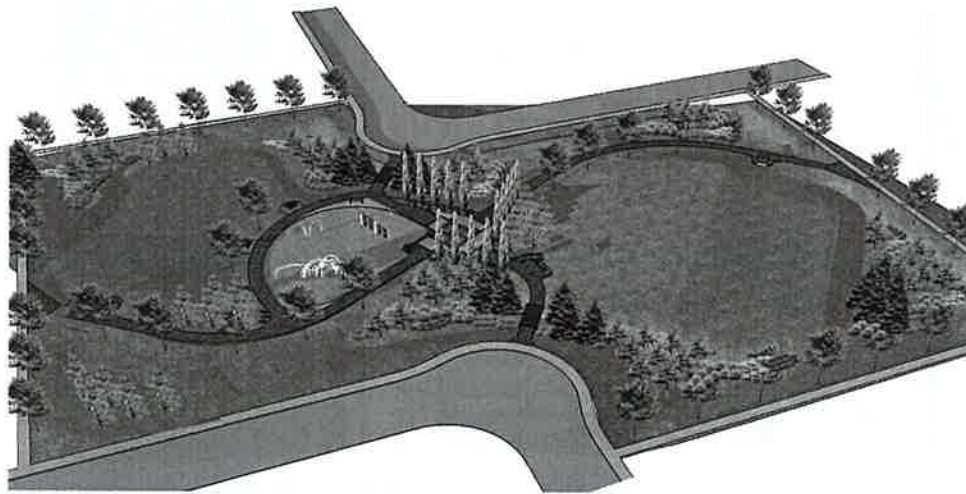
Saddlestone Rain Gardens

Calgary, Alberta

This municipal reserve parcel will serve as one of the key focal points within the northeast community of Saddlestone. Our challenge as the lead designers and landscape architects was to integrate recreational function with significant storm water management elements into an urban park setting.

The park is in essence a giant filter for a large portion of the community's storm water run-off. Drainage will enter the park overland, gather in a series of infiltration pockets and be dispersed through evapotranspiration prior to reaching the main storm water retention facility.

Many design and approval challenges were encountered during this projects early phases. L A West gained invaluable LID experience on this project.



Saddlestone

Phase 1 Neighborhood Park & Community Rain Gardens

L.A. West GENESIS
Landscape Architecture Inc.

PROJECTS

L A West



Type:

Park / Open Space Design
LID

Client:

Genesis Land Dev. Corp.

Size:

2.5 acres

Services:

Landscape Design
LID Analysis
Urban Design
Cost Analysis

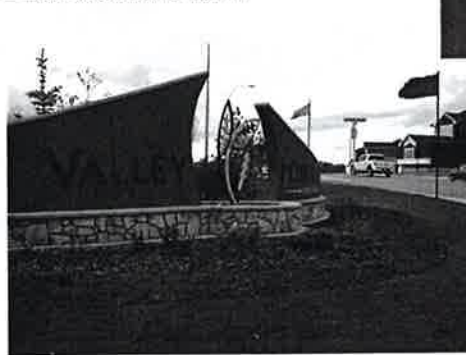
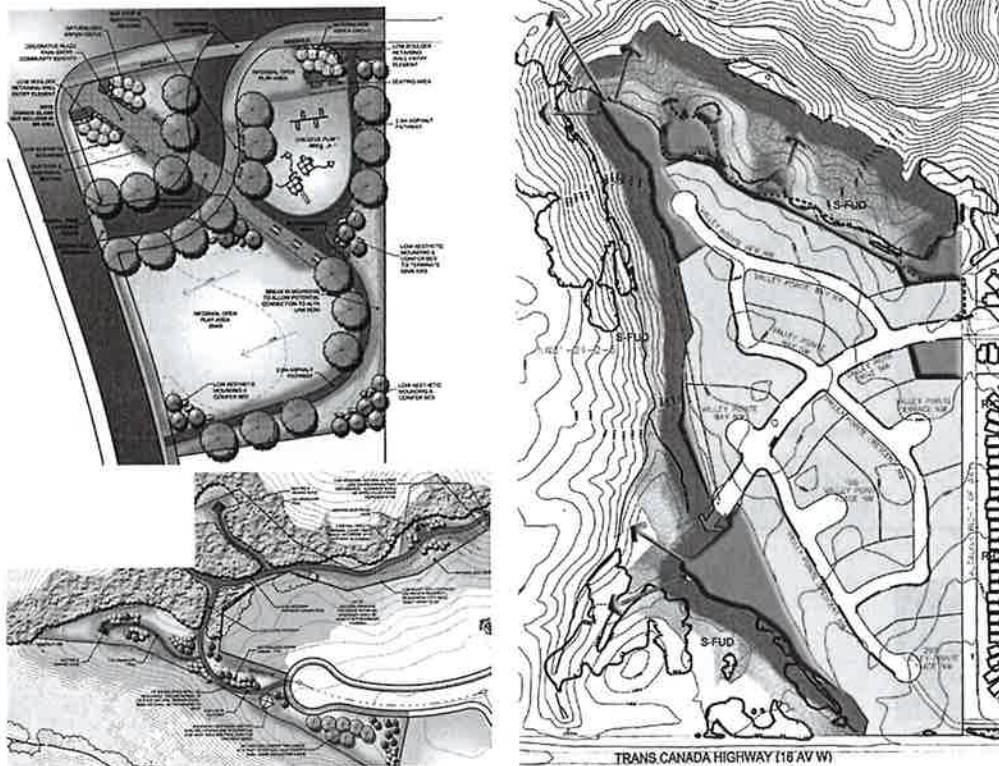
Valley Ridge - Sweet Lands

Calgary, Alberta

Located adjacent to the Trans Canada Highway and near the western boundary between the Calgary and Rocky View County, one of the last remnants of the Valley Ridge development, the Sweet Lands, will provide a pristine natural open space system full of breath taking views and interesting trail experiences.

LA West and Brown and Associates needed to consider the interface between the active recreational network of Valley Ridge and the environmental open space system that surrounds it. The areas topography and hydrology were especially important in establishing appropriate MR / ER boundaries and locating passive recreational nodes.

The resulting master plan will provide future residents with a valuable recreational system and access to a host of natural amenities.



PROJECTS

L A West



Type:

Residential Development
Open Space Design

Client:

Melcor Developments

Size:

35 acres

Services:

Landscape Design
LID Analysis
Theme Development
Cost Analysis
Open Space Master Plan

Landscape ■ Architectural ■ Design

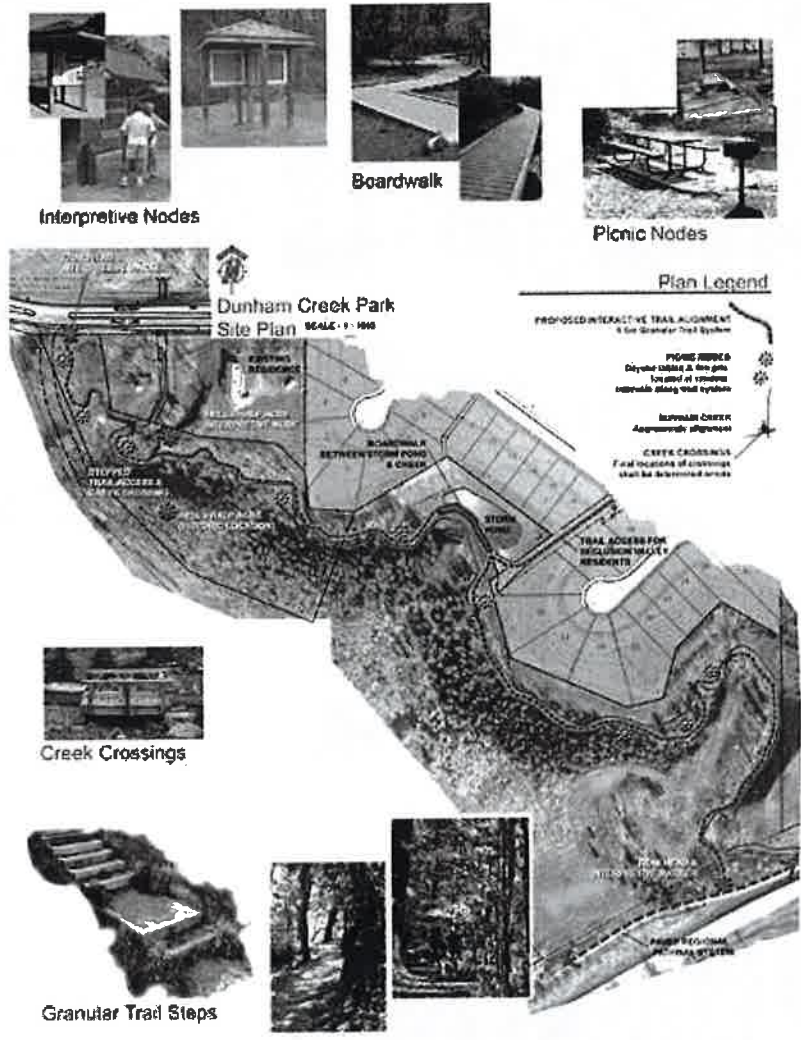
L.A. West
Landscape - Architectural - Design - Consultants

Dunham Creek Trail Plan

Turner Valley, Alberta

L A West prepared the preliminary routing and concept plan for a naturalized trail network through the Dunham Creek environmental reserve immediately north of Turner Valley, AB.

The design encompassed a large portion of the nature reserve and incorporated a unique interpretive trail system alongside the natural stream course winding through the parcel. The Dunham Creek trail system is intended to provide a naturalized trail experience, regional connectivity for Turner Valley and interpretive components describing the areas storied past, including the 'Half Mile of Hell' natural gas 'burn off' site.



Dunham Creek Park Interactive Trail System

Landscape Concept Plan

L.A. West

NOTE
This plan is for conceptual planning purposes only & will be subject to change. Final trail alignment & locations of trail for other will be determined based on actual site conditions.



PROJECTS

L A West



Type:

Trails Master Plan

Client:

Candor Properties
Town of Turner Valley

Size:

20 acres

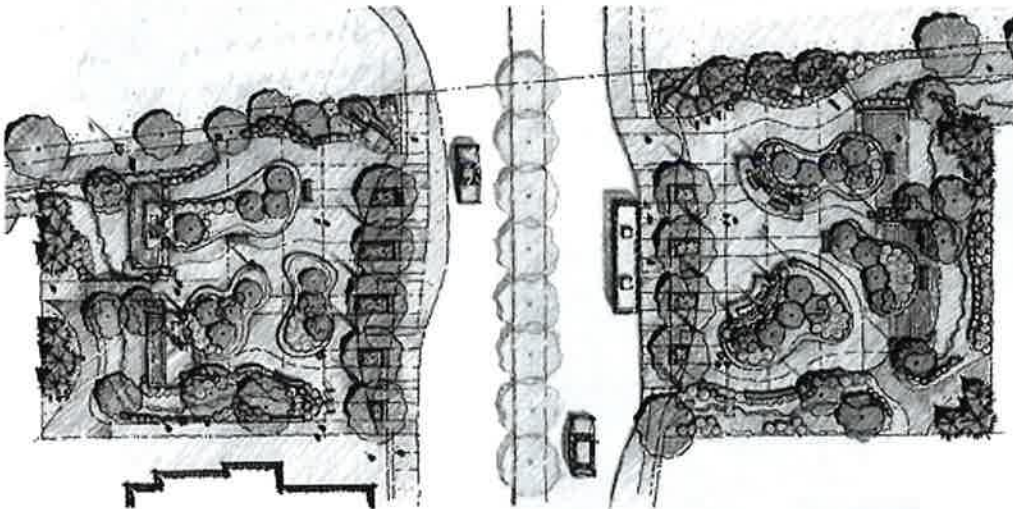
Services:

Field Inventories
Environmental Reclamation
Trails Master Plan
LID Analysis

Auburn Station

Calgary, Alberta

L.A. West (Calgary) Inc. undertook to complete the conceptual and detailed design of two Municipal Reserves in Auburn Bay, an emerging community located in south-east Calgary. As gateway plazas for the community, these spaces embraced the main entrance drive to the neighbourhood and were intended to connect a future LRT station to an adjacent commercial/retail district. These high profile, urban open spaces featured architectural wood trellises, viewing decks, banner poles and lights with custom base elements, a custom pedestrian footbridge, seating, walls and special paving; all of which were designed to reinforce the overarching, Muskoka-based theme of the Auburn Bay community. Curbed, mounded and planted plaza 'islands', rock 'outcrops' for seating and grade retention, and functional drainage swales were also used to enrich the space and enhance the theme.



PROJECTS

L A West



Type:

Urban Design
Park Development

Client:

Brookfield Residential

Size:

0.65 ha (1.6 acres)

Services:

Landscape Design
Urban Design
Civil Coordination
Structural Coordination
Construction Management

Landscape ■ Architectural ■ Design

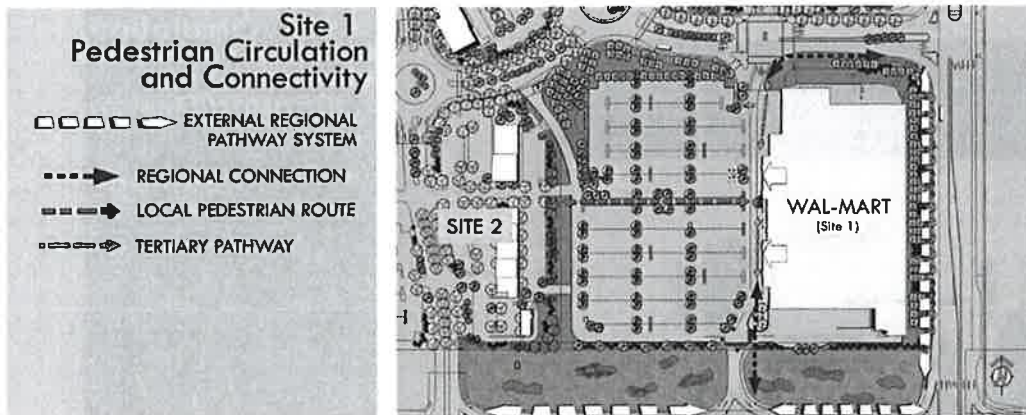
L.A. West
Landscape - Architectural - Design - Consultants

Sage Hill Crossing

Calgary, Alberta

As part of a multi disciplinary design team (which included Gibbs Gage Architecture), L A West actively participated in establishing the development framework for this expansive commercial district. Poised to be one of the biggest and most diverse business retail centres in northwest Calgary, Sage Hill Crossing is one of our largest scale projects.

Our roles included marketing analysis, way-finding and pedestrian master planning, theme development, landscape architecture and the incorporation of low impact development techniques primarily related to storm water management.



Materials Palette
 - Sandstone veneer
 - Corten Steel panels
 - Corrugated Steel backdrops
 - Galvanized accents

Signage
 Common Theme Elements



Primary Identification Monument
 Emphasis on theme & identity - located at main access points to Sage Hill Crossing.



Secondary Identification Monument
 Emphasis on theme & identity - located at accesses to prominent tenant sites.



Wayfinding Marker
 Emphasis on wayfinding / theme & identity - located at wayfinding nodes



Themed Marker
 Emphasis on theme & identity / wayfinding - located at tertiary nodes



Gibbs Gage

Landscape ■ Architectural ■ Design

PROJECTS

L A West



Type:

Commercial Development

Client:

Genesis Land Dev. Corp.

Size:

125 acres

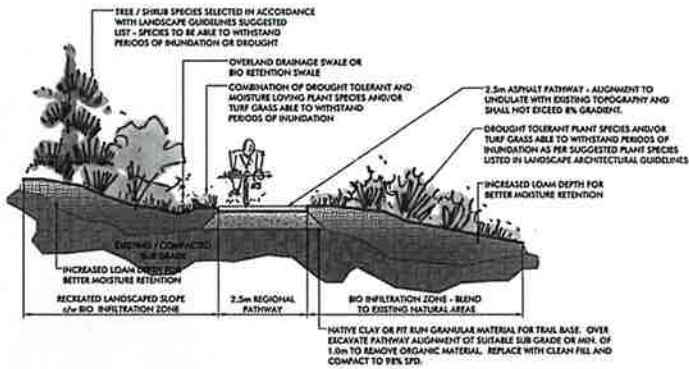
Services:

Way Finding
 Parking Design
 Landscape Design
 LID Analysis
 Theme Development
 Logo Studies
 Landscape Guidelines

L.A. West
 - Calgary Inc.
 Landscape - Architectural - Design - Consultants

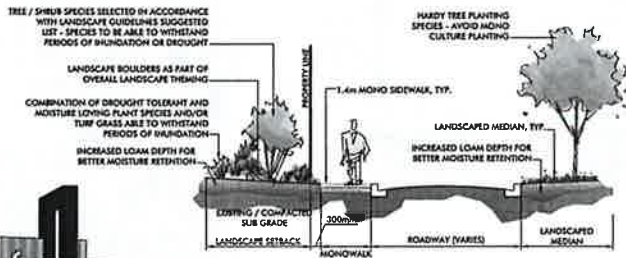
Graphic Samples

Sage Hill Crossing



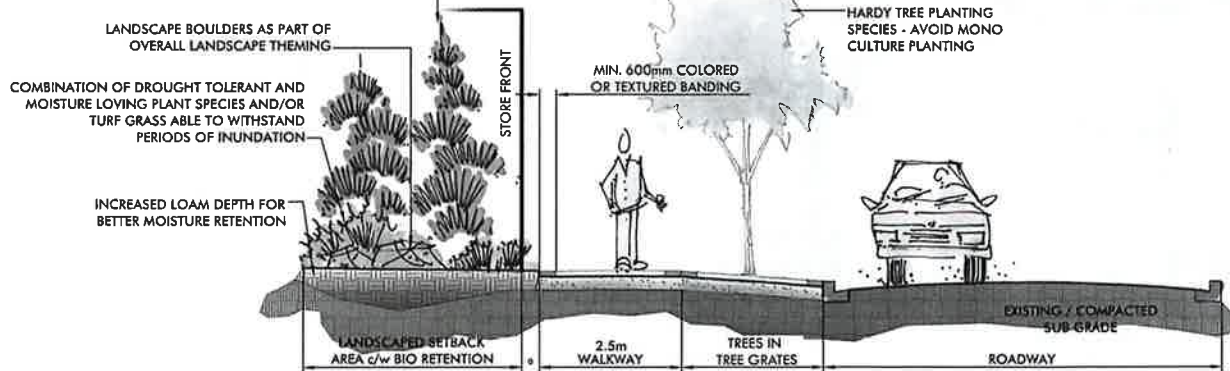
Regional Pathways

Description:
Major multi use pathways intended to accommodate both pedestrians & cyclists while linking Sage Hill Crossing, on a regional level, with the surrounding communities of northwest Calgary. Regional systems are constructed to City specifications & will therefore take the form of asphalt pathways. Enhanced, naturalized landscaping will bolster the pedestrian experience and create a parklike setting for the trail network.



Tertiary Pathway

Description:
Minor, single use pedestrian connections taking the form of standard concrete sidewalks. Tertiary pathways will provide supplemental routes along public roadways & internal parking areas. Moderate landscape enhancements.



TYPICAL CROSS SECTION - 2.5m LOCAL WALKWAY

Landscape ■ Architectural ■ Design

L.A. West
Landscape • Architectural • Design • Consultants

VIGNETTES
L A West



Pedestrian
Circulation

Planting Design

Signage

Graphic Samples

Sage Hill Crossing



Seating



Backed Version

Urbanscape Rockport Collection

Materials:
Seat - Faux Wood, Espresso Colour
(Extruded Aluminum - 95% recycled content)
Frame - Powder Coat Steel, Stainless Steel Colour



Backless Version



Litter

Litter / Recycling Receptacles Landscapeforms - Petoskey Series



Recycling



Stone Silver
Colour Options

Site Lighting - Lumec Oval LED Luminaire Option Darkskies Compliant



Hi - Roller System



Swerve System

Bike Racks - Dero Bike Racks



Colour Options



LED Advantages

- > LEDs produce more light per watt than do incandescent bulbs; this is useful in battery powered or energy-saving devices.
- > LEDs can emit light of an intended color without the use of color filters that traditional lighting methods require. This is more efficient and can lower initial costs.
- > The solid package of the LED can be designed to focus its light. Incandescent and fluorescent sources often require an external reflector to collect light and direct it in a usable manner.
- > When used in applications where dimming is required, LEDs do not change their color tint as the current passing through them is lowered, unlike incandescent lamps, which turn yellow.
- > LEDs are ideal for use in applications that are subject to frequent on-off cycling, unlike fluorescent lamps that burn out more quickly when cycled frequently, or HID lamps that require a long time before restarting.
- > LEDs, being solid state components, are difficult to damage with external shock. Fluorescent and incandescent bulbs are easily broken if subjected to external shock.
- > LEDs can have a relatively long useful life. Reports estimate 60,000 hours of useful life, though time to complete failure longer. Fluorescent tubes typically are rated at about 30,000 hours, HID and MH are rated anywhere between 10,000 and 24,000 hours and incandescent light bulbs at 1,000-2,000 hours.
- > LEDs mostly fail by dimming over time, rather than the abrupt burn-out of incandescent or HID bulbs. This provides extra safety for any area illuminated by LEDs. Even if the LEDs dim over time, they never fail completely like HID sources before needing to be replaced. LEDs need to be replaced only after they reach 30% lumen depreciation (17-20 years for quality LEDs).
- > LEDs light up very quickly. A typical red indicator LED will achieve full brightness in microseconds; Philips Lumileds technical datasheet DS23 for the Luxeon Star states "less than 100ns." LEDs used in communications devices can have even faster response times.
- > LEDs can be very small and are easily populated onto printed circuit boards.
- > LEDs do not contain mercury, unlike compact fluorescent lamps.

VIGNETTES

L A West



Site Furnishings

Bicycle Parking

Lighting

WCB Clearance Letter





9912 – 107 Street
PO Box 2415
Edmonton AB T5J 2S5

Email: ebusiness.support@wcb.ab.ca
Tel: (780) 498-3999 (1-866-922-9221)
Fax: (780) 498-7999
WCB website: www.wcb.ab.ca

March 3, 2017

Reference Number: 428068

TOWN OF SUNDRE
PO BOX 420
SUNDRE AB T0M 1X0

Dear Sir or Madam:

Re: L.A. WEST (CALGARY) INC.
467 31 AVE NW
CALGARY AB T2M 2P5

The above named subcontractor has an account with WCB-Alberta in the following industry(ies):

account	trade names(s)/industry	effective date	coverage
5322475	LANDSCAPING DESIGN, CONSULTING	Feb 06, 2006	worker coverage no personal coverage

Please accept this letter as a clearance for this subcontractor under Section 126 of the Workers' Compensation Act, for work completed between the effective date of the account and the date of this letter, for the industry(ies) listed. If the subcontractor's account is closed, the clearance is effective for work done up to the close date. If work has not yet begun, obtain a clearance prior to releasing final payment. Any holdback on this account may be released for contracts completed, or for work completed up to the date of this letter.

Section 126 states that you have a responsibility to ensure your subcontractors' accounts are in good standing. To ensure this clearance has been issued for the correct subcontractor, please verify the subcontractor's address and industry information listed above.

Personal coverage is in effect for any business owner(s) listed. Please note: some business owners may have opted out of personal coverage and therefore will not appear. Please refer to our website for more information on personal coverage.

If the subcontractor is performing work for you outside Alberta, contact the WCB in that jurisdiction to determine your clearance and other WCB requirements.

Any alteration of this document is strictly prohibited and subject to a penalty up to \$5,000 on the first offense. Each subsequent offense will result in an increase in the penalty amount by \$5,000, up to a maximum \$25,000 per offense.

Yours truly,

eBusiness Support Team (9408843)

Council Report April 10, 2017 Regular Council Meeting – Mayor Leslie

Central Alberta Mayors and Reeves Meeting - March 29, 2017 - Red Deer Legion

Three Presentations:

Mayor Shawn McIntyre - Sylvan Lake

- Thank you to everyone in the region for promoting and voting for Sylvan Lake in last year's Hockeyville Canada bid - they received \$100,000 toward their \$35 million facility, but the spirit of support for their community from all of central Alberta was priceless - the new arena complex opens this week
- Thank you also to everyone in central Alberta for advocating and support for the Urgent Care facility in Sylvan Lake - the announcement and commitment from government has come and plans are well on their way to making this facility a reality

Mayor McIntyre's presentation was to bring awareness to everyone of the Central Alberta Child Advocacy Centre and the status of current plans. This will be a centre for victims of physical/sexual abuse and will be modelled after the revolutionary Sheldon Kennedy Child Advocacy Centre in Calgary. The new model seeks to reduce the repeated victimization of children as they are forced to retell their story over and over again to police, child welfare, medical people, prosecutors, lawyers, child and family services, counsellors and other "siloed" organizations, each with their own "protocols" of confidentiality and procedure. At the Sheldon Kennedy centre, as many of these organizations as possible get together, break down their own protocol barriers and reduce the re-victimization of children by reducing the number of times children must relive their traumatic experiences of abuse. There will be an element of regional collaboration necessary to make this facility a reality for all residents of Central Alberta and this was Mayor McIntyre's request for all of us to prepare to do our part to make this facility a reality for kids in need. If trauma can be minimized, healing can begin sooner. There will be tour dates made available for us in the future so we can go to the Sheldon Kennedy Centre to learn more about their innovative approach to minimizing trauma in children of abuse by "getting all the organizations together".

Mayor Fred Nash - Rocky Mountain House

Mayor Nash outlined the process they went through when residents put together a petition to have Municipal Affairs come in and do a Municipal Inspection. Residents and businesses made allegations against the Mayor and Council, brought them before Council and requested Council ask Municipal Affairs to come in. Council wrote the letter and Municipal Affairs came in to do an "initial review". They found

there was not enough evidence to do a Municipal Inspection. A second petition with about 2400 names came to Council requesting Municipal Affairs do the Municipal Inspection. Municipal Affairs did come and do a Municipal Inspection, after Council requested them to, because of the second petition. When Municipal Affairs attempted to validate the signatures on the petition, they found about 1350 valid signatures. It costs Municipal Affairs \$40,000 - \$65,000 to do a Municipal Inspection and it takes 3-4 months. They get many requests each year.

Mayor Nash showed us the 150 page report and outlined the executive summary after Municipal Affairs went through all bylaws, procedures, records, financials - for the past 21 years. There was not one "directive" from Municipal Affairs, but, as expected, there were some recommendations - and some commendations. Recommendations included: conduct Councillor training, conduct a core services review (at a cost of \$35,000), review offsite levy bylaw and procedures bylaw, review communications procedures and make it easier for ratepayers to find information important to them, do 360 reviews, promote Fire Smart.

Municipal Affairs held a public open house to present findings to the community. There was no evidence to support any of the accusations made by members of the community.

President of AAMD&C and Mountain View County Councillor - Al Kemmere

Both AUMA and AAMD&C have requested to be at the table in discussions with the Provincial and Federal Governments when discussions are happening to determine Gas Tax regulations and roll out. He advised everyone to "keep an eye" on the Electoral Boundary Review as there is a very real threat to rural Alberta losing seats and a voice about rural issues. Round 1 of the MGA regulation consultation review is done March 30 and Round 2 begins next week. Centralized assessment is a big concern for AAMD&C.

There was discussion about the Federal Government decision to remove the 1/3 tax exemption for elected officials beginning in 2019. We should all consider the effect that might have on us personally, and check with our financial people to be sure we understand this issue, and that mistakes have not happened.



Corporate Communications

Alberta

9925 - 107 Street Tel: (780) 498-8680
PO Box 2415 Fax: (780) 498-7875
Edmonton, Alberta T5J 2S5 WCB website: www.wcb.ab.ca



March 20, 2017

Dear Mayors, Reeves and Councillors:

RE: April 28 - National Day of Mourning

On April 28, we all come together to remember the workers who were killed, injured or disabled at work.

In 2016, we lost 144 women and men to workplace injury or illness in Alberta.

To remember them, we have developed a memorial poster (enclosed) in recognition of the day. This poster will appear at workplaces, public places and in ceremonies across the province as a remembrance and a tribute to the workers killed or injured on the job, and a reminder that we need to work together to make workplaces safer.

We have also included a small vinyl sticker to provide a tangible reminder of the significance of April 28. If you are interested in distributing them to visitors, we would be happy to provide you with a supply.

We ask that you display the poster and use it in any events marking Day of Mourning.

If you have any questions, need stickers or additional posters, please contact Dina DaSilva, WCB Corporate Communications at 780-498-8616 or dina.dasilva@wcb.ab.ca.

We will be lowering our flags to half-mast on April 28. We invite you to join us in marking this important day by doing the same.

Respectfully,

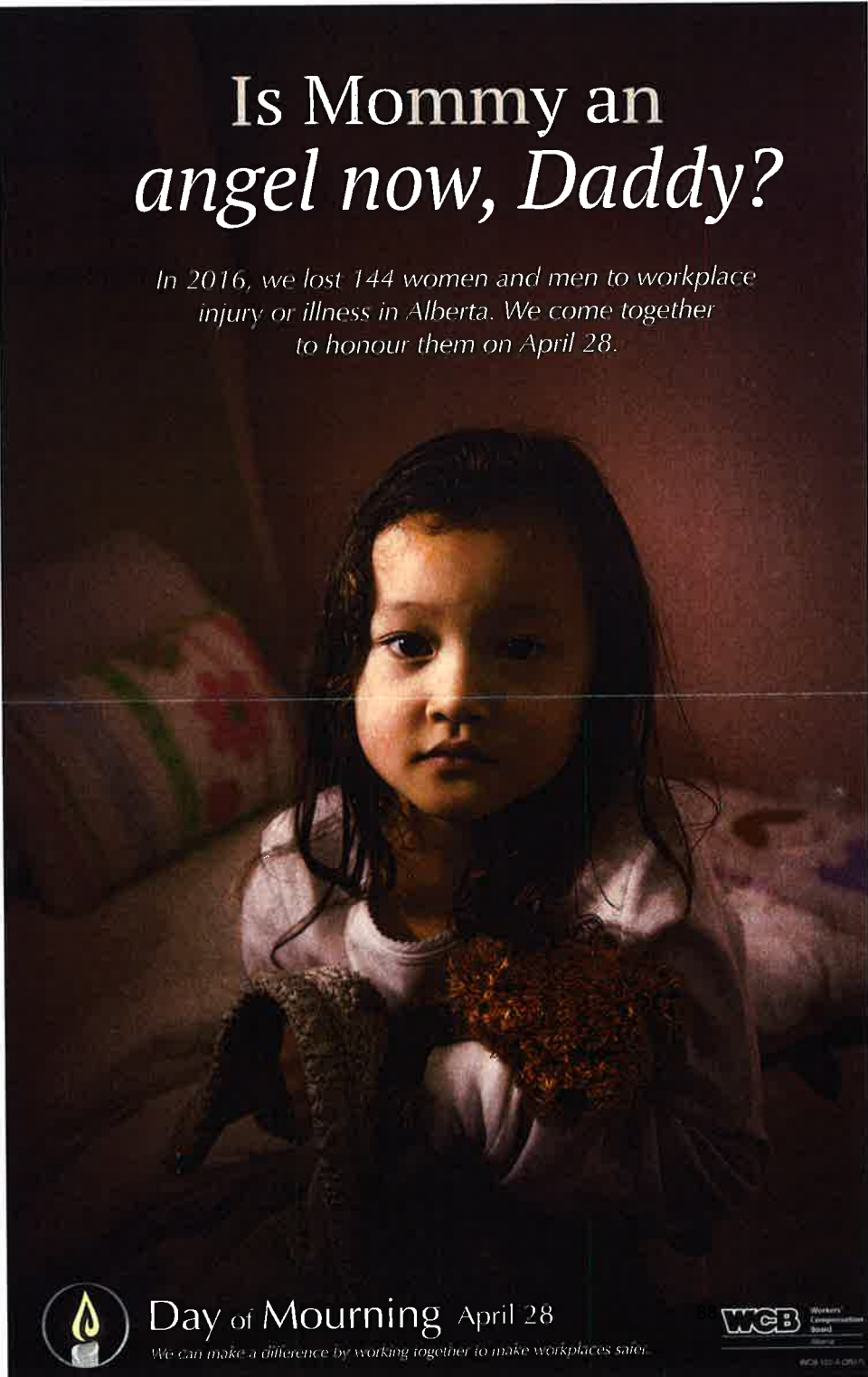
Handwritten signature of Dayna Therien

Dayna Therien
Director of Corporate Communications
WCB-Alberta

Encl.

Is Mommy an *angel now, Daddy?*

*In 2016, we lost 144 women and men to workplace
injury or illness in Alberta. We come together
to honour them on April 28.*



Day of Mourning April 28

We can make a difference by working together to make workplaces safer.

WCB Workers
Compensation
Board

WCB 102-A-001/15

In memory of the 144 women and men in Alberta who died from workplace injury or illness in 2016.

Eugene, 80, trauma — Hank, 77, trauma — Allastair, 70, motor vehicle accident — Robert, 56, trauma — Gordon, 58, motor vehicle accident — Raymond, 62, trauma — Dennis, 81, asbestosis — Keith, 74, asbestos pleural disease — Robert, 59, cancer — Larry, 61, cancer — Eric, 73, motor vehicle accident — Anton, 78, asbestosis — Jean, 73, cancer — John, 58, cancer — Benjamin, 76, asbestosis — Arnold, 74, asbestosis — Peter, 72, mesothelioma — George, 85, chronic obstructive pulmonary disease — Chester, 77, cancer — Lynne, 65, chronic obstructive pulmonary disease — Ronald, 83, cancer — Clifford, 70, chronic obstructive pulmonary disease — Gordon, 77, asbestosis — Clifford, 85, asbestos pleural disease — Harley, 77, asbestosis — John, 83, asbestosis — Rick, 60, trauma — Ryan, 42, trauma — Harm, 82, cancer — Roy, 62, mesothelioma — Werner, 75, mesothelioma — Frank, 81, asbestosis — Richard, 67, chronic obstructive pulmonary disease — John, 65, chronic obstructive pulmonary disease — Jeffrey, 46, trauma — Ronald, 69, mesothelioma — Melvin, 75, chronic obstructive pulmonary disease — Malcolm, 76, asbestosis — Lai, 62, cancer — Terrance, 72, asbestosis — Serge, 72, mesothelioma — Dawna, 61, trauma — Norman, 65, cancer — Stan, 80, mesothelioma — Stuart, 64, mesothelioma — Robert, 69, mesothelioma — Marvin, 60, mesothelioma — Greg, 41, trauma — Lorne, 70, mesothelioma — Derrick, 58, mesothelioma — Jerome, 83, asbestosis — Harold, 77, cancer — Ernest, 69, mesothelioma — Robert, 71, cancer — Lawrence, 81, mesothelioma — Christian, 83, mesothelioma — Sidney, 64, cancer — Sharon, 63, motor vehicle accident — Robert, 62, trauma — Gerald, 75, mesothelioma — Christopher, 37, trauma — Stewart, 76, asbestosis — Brent, 55, cancer — Ben, 73, cancer — Robert, 68, heart disease — Daniel, 66, cancer — Rudy, 61, mesothelioma — Cecil, 86, mesothelioma — William, 89, mesothelioma — Clinton, 69, silicosis — Theodore, 83, mesothelioma — Constantino, 85, mesothelioma — Andrew, 25, motor vehicle accident — David, 59, heart disease — David, 30, trauma — Brian, 26, motor vehicle accident — Drew, 52, trauma — Barry, 52, trauma — Joshua, 25, motor vehicle accident — Jack, 45, motor vehicle accident — Juanita, 30, mesothelioma — Eugene, 60, trauma — Walter, 62, cancer — Gerald, 87, cancer — Jacob, 23, trauma — Laurentiu, 48, motor vehicle accident — Gordon, 86, mesothelioma — Hussein, 58, trauma — Jeff, 55, trauma — Alfred, 79, mesothelioma — Terry, 61, mesothelioma — Jamie, 29, trauma — Samuel, 23, trauma — Jacob, 33, motor vehicle accident — Kyle, 33, motor vehicle accident — John, 88, asbestosis — Raymond, 79, chronic obstructive pulmonary disease — Sasa, 45, motor vehicle accident — Roy, 84, asbestosis — Toebe, 42, trauma — Sean, 40, motor vehicle accident — Angelo, 82, mesothelioma — Tom, 69, cancer — Richard, 50, trauma — Frederick, 59, trauma — David, 79, cancer — Keith, 25, trauma — Wallace, 78, asbestosis — Peter, 84, mesothelioma — Christian, 51, trauma — Ronald, 61, motor vehicle accident — Ashkan, 35, trauma — Milan, 31, motor vehicle accident — Paul, 41, motor vehicle accident — Sidney, 70, cancer — Ross, 66, cancer — Raymond, 46, motor vehicle accident — William, 43, cancer — Kenneth, 30, trauma — Nicklaus, 84, asbestosis — Marilyn, 71, trauma — Kenneth, 67, cancer — Michael, 32, motor vehicle accident — Stewert, 83, asbestosis — Xhavit, 49, motor vehicle accident — Mexhit, 38, motor vehicle accident — Terry, 65, motor vehicle accident — Jacob, 74, mesothelioma — Nick, 48, motor vehicle accident — Daniel, 23, trauma — Denise, 44, air crash — Christopher, 28, motor vehicle accident — David, 53, heart disease — James, 62, air crash — Calvin, 68, motor vehicle accident — Abdelghani, 47, trauma — Gary, 57, trauma — Dave, 57, trauma — Spencer, 28, motor vehicle accident — Saturnino, 44, trauma — Kelly, 35, trauma — Tyler, 29, motor vehicle accident — Joseph, 48, motor vehicle accident — Michael, 62, trauma



Day of Mourning April 28

We can make a difference by working together to make workplaces safer.

WCB
Alberta
Workers' Compensation Board

WCB 12-9 (2015)



March 28, 2017

Terry Leslie, Mayor
717 Main Avenue West Box 40
Sundre, AB T0M 1X0

TransCanada PipeLines Limited
450 - 1st Street S.W.
Calgary, Alberta, Canada T2P 5H1

tel 1.855.895.8754
email community_relations@transcanada.com
web www.transcanada.com

Dear Mayor Leslie,

Re: Sundre Crossover Pipeline Project

In its letter dated May 25, 2016, NOVA Gas Transmission Ltd. (NGTL), a wholly-owned subsidiary of TransCanada PipeLines Limited (TransCanada), notified you of its proposal to construct the Sundre Crossover Project.

As required by the National Energy Board (NEB) we are writing to advise you that the application for the Sundre Crossover Project was filed on March 24, 2017. This application may be accessed online in the NEB's Regulatory Document Index at the following link under NEB Filing ID A82246: <https://apps.neb-one.gc.ca/REGDOCS/Item/Filing/A82246>

TransCanada is a leading North American energy infrastructure company with over 65 years of experience and has an industry leading safety record. We are committed to building and operating our natural gas system safely. From design and construction to operation and maintenance, safety is an integral part of everything we do.

Please do not hesitate to contact TransCanada's Community Relations department at (855) 895-8754 in regards to the proposed Project or its application.

Sincerely,

Pawel Zmudzki
Project Manager, TransCanada