

# IMP Consultation Report

September 2019

This report sets out:

- The steps taken to publicize and engage with various key stakeholders, such as elected officials, key industry, developers with an interest locally and the community throughout the IMP preparation process;
- The main issues raised during the interview/questionnaire stage and how these inputs have influenced the preparation of the IMP.

The key principles that have underpinned engagement in the IMP process are:

- Creating the conditions for early involvement and feedback at a stage when consultation can recognize a chance to influence the development of the IMP;
- Encouraging the commitment of all participants to share their subject area expertise, future aspirations and industry specific knowledge;
- Using appropriate methods to enable participation, in addition to methods which facilitate appropriate, valuable input into the IMP development process

## Introduction to the IMP

In April 2018, Sturgeon County initiated the preparation of a long range Infrastructure Master Plan (IMP) to help guide future decision making involving key infrastructure requirements. The focus of the IMP is to identify strategic infrastructure to support the County's long term development vision, with a focus on linear transportation, water, wastewater and stormwater infrastructure. The IMP development process included: 1) Assessing current infrastructure; 2) Evaluating key influencing trends/drivers; 3) Developing population/employment/land development scenarios and; 4) Consulting with key stakeholders in order to provide further insights towards future scenario analysis.

## Consultation methods: Departmental/Staff

A technical working group was set up by the Planning and Regional Services (PaRS) team in order to ensure internal subject matter expert input into the IMP. The technical working group included Sturgeon County representatives from utilities, transportation, current planning and engineering. The team was involved through formal technical working group meetings, informal topic specific meetings, as well as numerous emails asking for input on draft deliverables, technical matters, etc.

The Economic Development department was also consulted and provided key insights into long term growth potential for the Alberta Industrial Heartland and Sturgeon Industrial Park. They were also kept up to date with the progress of the IMP.

The Agriculture Services and Economic Development Boards were given a presentation on the scope and content of the IMP from the PaRS team and were given the opportunity to ask questions/provide any input into the IMP process.

The Sturgeon County Senior Leadership Team (SLT) were also updated and received a formal presentation on the final draft of the IMP from ISL on June 17<sup>th</sup> 2019.

The following table highlights the key internal IMP consultation/engagement events since the project started.

<b>Key Activities</b>	
April 30/18	IMP Technical Working Group
June 20/18	IMP Technical Working Group
Aug 23/18	IMP Technical Working Group
Oct 31/18	IMP Technical Working Group
Nov 7/18	Agriculture Services Board – IMP Update
Nov 26/18	IMP Technical Memos review: Water/Wastewater with Utilities
Dec 3/18	IMP Technical Memos review: Wastewater with Utilities
Dec 5/18	Economic Development Board – IMP Presentation
Feb 7/19	IMP Servicing Questions – Utilities and ISL
Feb 13/19	IMP Technical Working Group
Nov 18 – April 19	Various IMP Conferences call between ISL and Technical Working Group Members
Mar 11/19	IMP Conference call Waste Water ISL and Utilities
Mar 14/19	IMP Conference call Storm Water ISL and Transport and Engineering
April 12/19	IMP Technical Working Group
June 6/19	IMP Open House (attendee organizations listed in Appendix 2: Open House Attendees)
June 17/19	County Executive Presentation IMP (with ISL)
Sept 10/19	Council – IMP Presentation/Request for Decision

### Consultation methods: Elected Officials

To ensure continuous engagement with elected officials, the PaRS team set up various briefings, updates and formal governance meetings. These updates were scheduled at key points during the IMP process. The final IMP report will be presented to Council for endorsement in September 2019.

The following table highlights several key IMP consultation/engagement events with Council.

Key Activities	
Oct 23/18	Committee of the Whole - IMP Update
May 7/19	Informal Briefing to Council – IMP Update and Communications Plan
June 6/19	IMP Open House (attendee organizations listed in Appendix 2: Open House Attendees)
Sept 10/19	Council – IMP Presentation/Request for Decision

### Consultation methods: Industry and Developers

Key stakeholders (listed in Appendix 1: Key stakeholder list) within the business community were initially identified and consulted for their input into the IMP. Over half of those organizations identified provided input into the IMP's development. The consultation aimed to identify any future development plans, as well as discussing any issues/concerns, future needs, or trends that may affect infrastructure. Interviews (in person or on the telephone) were conducted, with email questionnaires (see Appendix 3: Questionnaire) offered to those who preferred that method of engagement. The questionnaire was used as the format for all interviews.

Key stakeholders provided a variety of input/feedback that ultimately influenced the development of the IMP including:

- Plans for proposed future expansions (location/timing) or land acquisitions;
- Infrastructure concerns including traffic and fire protection, among others;
- Highlighting best practice/potential technological/process enhancements that would reduce the need for water/sewage/stormwater infrastructure.

The following table highlights several key IMP consultation/engagement activities with industry/developers.

Key Activities	
May 2018	ISL liaised with ACRWC and CRNWSC
Oct 18- Feb 19	Invitations sent to Key Industrial stakeholders to solicit their input. Interviews conducted via face to face and telephone. Email questionnaires were sent to those unable to schedule a meeting.
June 6/19	IMP Open House (attendee organizations listed in Appendix 2: Open House Attendees)

### Consultation methods: Adjacent Municipalities

Although the IMP focuses on infrastructure within Sturgeon County, several neighboring municipalities were also contacted and consulted during the process. ISL also reviewed any infrastructure related agreements / studies undertaken by neighbouring municipalities.

The following table highlights several key IMP consultation/engagement activities with neighboring municipalities.

Key Activities	
June 2018	ISL contacted municipalities for input
May 6/19	IMP Open House – project update and invitations sent to those identified as key stakeholders (including adjacent municipalities).
June 6/19	IMP Open House (attendee organisations listed in Appendix 2: Open House Attendees)

## Consultation methods: General Public

The PaRS team ensured that all communication with the public emphasized that individuals could contact Sturgeon County staff for further information. Various outreach methods were used through the plan development process including:

- County website (button on front page, link from “I want to” on front page, link on Planning front page, dedicated web page);
- County social media (Twitter, Facebook posts);
- Notice in the Sturgeon FYI and featured in local newspaper.

## Appendix 1: Key stakeholder list

### Industry/Developers:

Alexander First Nation	Champagne Edition Inc.
Alberta Industrial Heartland Association	Lehigh Hanson Materials Limited
Beaverbrook Communities	Nutrien
Berar Group of Companies	North West Redwater Partnership
Department of National Defence	Pembina Pipeline Corporation
Edmonton International Airport	Pinnacorp Investments Inc.
Evonik Canada Inc.	ProNorth Industrial Park Inc.
Gowan Canada	Sturgeon Public School Division
Guardian Chemicals Inc.	Strata Development Corp
Lafarge Canada	Total Transload Services
Landrex Inc.	University of Alberta

### Neighbouring Municipalities:

Morinville	Lac St. Anne County
Redwater	Lamont County
Gibbons	Strathcona County
Bon Accord	Parkland County
Westlock County	

## Appendix 2: Open House Attendees

The open house event on 6<sup>th</sup> June included representatives from the following organizations:

- Edmonton International Airport
- Alberta Industrial Heartland Association
- Sturgeon Public School Division
- Town of Legal
- Town of Morinville
- Landrex
- Beaverbrook
- Nutrien
- Pinnacorp Investments
- Sturgeon County Mayor and Councillors
- Sturgeon County Economic Development Services
- Sturgeon County Transportation Services
- Sturgeon County Engineering Services
- Sturgeon County Development Services
- Sturgeon County Utilities Services
- Sturgeon County Agriculture Services
- Sturgeon County Planning and Regional Services

## Appendix 3: Questionnaire

### Sturgeon County Infrastructure Master Plan Stakeholder Information & Questionnaire October 2018

#### Background

Sturgeon County is currently developing a long-range Infrastructure Master Plan (IMP) focusing on transportation, water, wastewater and stormwater infrastructure to meet future needs. The IMP will be integrated with other local and regional growth frameworks and provide direction on the infrastructure required to accommodate future growth. The IMP will benefit Sturgeon County in terms of long-range capital prioritization/planning and also provide greater certainty for the development community as part of any investment decision making process.

#### Current Status

The IMP is underway and the assessment of existing infrastructure is nearing completion. The next phase of the study will consider the types of transportation, water, wastewater and stormwater investment that will be needed to accommodate residential and non-residential growth in the County.

At this time, the County is seeking input from development and industry representatives and other key stakeholders. This input includes development plans and priorities, obstacles to development, and any infrastructure requirements specific to proposed developments or to a particular industry.

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### Stakeholder Questionnaire

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#### Part 1: Contact Information

Organization:  
Representative:  
Email:  
Phone:  
Address:

Type of Organization:  
(e.g. private developer, industry, institution)

#### Part 2: Development Plans

- A. What is the location(s) of your proposed development?
- B. Nature/type of planned development (residential / commercial / industrial / institutional / others):
- C. What scale/size of development are you considering (e.g. Area, density)?

- D. What is your anticipated timing/phasing of any future developments?

### **Part 3: Transportation Infrastructure Requirements for Proposed Developments**

- A. What are your anticipated transportation requirements (e.g. Cars, trucks, transit services, others)?
- B. Do you need access to a primary or secondary highway?
- C. Do you have any special requirements such as a high load corridor?

### **Part 4: Water Infrastructure Requirements for Proposed Developments**

- A. Do you have any unique water requirements (e.g. high water use development)?
- B. Are you considering any alternate sources of water supply (e.g. grey water reuse; process water from river)?
- C. Will your development require the County's water system to provide fire protection? Please note that not all communities in the County have full fire protection available.

### **Part 5: Wastewater Infrastructure Requirements for Proposed Developments**

- A. Do you have any unique wastewater servicing requirements?
- B. Will your development generate large volumes of wastewater, and if so, will it be discharged on a continuous basis?

### **Part 6: Stormwater Infrastructure Requirements for Proposed Developments**

- A. Do you have any unique stormwater drainage servicing needs?
- B. Will your development require existing or future public infrastructure (e.g. County stormwater management facilities)?
- C. Are you considering developing or expanding any privately owned and operated stormwater drainage system?



### **Part 7: Alternate Servicing Concepts and Other Comments**

- A. Are you considering alternate servicing concepts for transportation, water, wastewater or stormwater that may be outside of the current Sturgeon County General Municipal Servicing Standards? If so, please describe in detail.
- B. Do you have any additional comments or input for Sturgeon County's consideration, on the IMP or another growth-related topic?

### **Part 8: Questions and Submission**

For additional information on the IMP or to return your completed questionnaire, please contact:

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