



THE RESORT VILLAGE OF
CANDLE LAKE

REPORT

Report Title:	Public Presentation – Capacity Study (Report 56/2015)
Date:	May 08, 2015
Prepared By:	Joan Corneil, CAO
Prepared For:	Council

RECOMMENDATION: That Council approves the budgeted expenditure of six thousand nine hundred and fifty dollars (\$6,950.00) to Urban Systems for the preparation and public presentation of the Capacity Study scheduled for May 20, 2015 at 7pm in the Community Hall

Justification for In Camera:

Background: Administration received the costs for the public presentation May 08, 2015. It had been anticipated that there would be costs for this event during the budget debate. Council approved a \$10,000 budget item for such a contingency.

In the normal course of events, this item would have been delayed until the June meeting, but in trying to coordinate a meeting it was determined to get a set date and ensure it would work for all parties. Administration was aware this information would be coming in and was prepared for the report. That date was set for May 20, 2015.

The consultant had been in contact with the Province during the preparation of the study and some provincial Departments expressed an interest in the study and asked to be included in any public presentation. Urban Systems attempted over the last month or so to confirm who would be attending from the Province prior to submitting their estimate. (Time for the staff to confirm) and subsequently did not get a firm number in to the office prior to this date.

Discussion: The Village can present the study without the attendance of the consultant and/or the provincial department representatives. However the methodology for the preparation of the report rests with the consultants. This was a study done solely by them as an objective review of the capacity for development within the boundaries and jurisdiction of the Resort Village of Candle Lake.

Options:

1. That Council approves the budgeted expenditure of six thousand nine hundred and fifty dollars (\$6,950.00) to Urban Systems for the preparation and public presentation of the Capacity Study scheduled for May 20, 2015 at 7pm in the Community Hall.
2. That Council directs administration to continue with the public presentation of the capacity Study without representation from the consultant and/or the Provincial representatives
3. receive and file

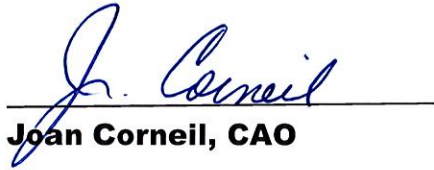
Financial Implications: \$6,950 to come from budget account 510-210-110

Communications: Posters for the public meeting are posted around the Village and on the web site

Attachments: Letter from Urban Systems

Conclusion: The Village has invested a considerable amount of money into a study that will assist this and future councils regarding the decision making surrounding any new developments within the Resort Village of Candle Lake. There is considerable interest from the residents regarding the study and development in the village. This opportunity for the residents to discuss the conclusions with the appropriate persons will be beneficial in educating Council, administration and residents regarding any future development opportunities.

Respectfully submitted,



Joan Corneil, CAO

May 7, 2015

File: 3959.0001.01

Resort Village of Candle Lake
Box 114
Candle Lake, SK S0J 3E0

Attention: Joan Corneil

RE: Environmental Carrying Capacity Study – Open House

We are pleased to submit this proposal to participate in the Resort Village of Candle Lake's upcoming Open House to discuss the findings and recommendations contained within our Environmental Carrying Capacity Study with your community. Our understanding of the services you require for the event is as follows:

- Introduce the study, provide an overview of our findings and recommendations, and open the floor to questions
- Be present and available to answer any technical, science-based, or policy-related questions from the attendees
- Prepare copies of the report to distribute to interested community residents

As per our previous discussions we understand that the format for the evening is casual. After we have introduced ourselves and the project we understand that information will be conveyed to community members via one-on-one conversations, not as part of a formal presentation or panel discussion. The following services are therefore **not included** in our scope of work:

- Facilitation of the meeting
- Preparation of a formal presentation
- Preparation of panel boards or summary materials
- Collection and review of feedback from the community
- Revisions to our report based on any feedback received during the event
- Mediation of any contentious issues that may be discussed during the event

We worked closely with the Ministry of Government Relations and the Ministry of Environment during the preparation of our Carrying Capacity Study. Both ministries strongly support the findings and recommendations that have been put forward in our report and have indicated that they would like to see other municipalities to take a similar approach to establishing development protocols. As such, at the Village's request, we have coordinated with representatives from both ministries who have agreed to attend the Open House. Their participation adds tremendous value to the project. Public support of the study by the government will make the findings that we have put forward more credible and will demonstrate that Candle Lake is on the leading edge of implementing progressive, environmentally sustainable community development policies.

We propose that in addition to the two government officials, three key personnel from Urban Systems will be present at the Open House. Vincent LaHaye, who managed the project and led the coordination with the Village, Rhonda Maskiewich, our Environmental Planner who liaised with the Ministry of Environment

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Attention: Joan Corneil
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and oversaw the assessment of environmental site conditions, and Danny Gray, who coordinated with the Ministry of Government Relations to develop the lakeshore development guidelines.

Our proposed cost to participate in the Open House is \$6,950. This includes coordination with the provincial ministries in preparation for the event, allowances for Urban Systems personnel to travel to and from Candle Lake, and our time to participate in the event.

We are thankful to be given the opportunity to work alongside you again and are excited to interact with members of your community at the Open House. Should you have any questions or require any additional information please feel encouraged to contact me. We look forward to seeing you, the mayor, and council at 7:00pm on Wednesday, May 20th.

Sincerely,

URBAN SYSTEMS LTD.

A handwritten signature in blue ink that reads "Vincent LaHaye".

Vincent P. LaHaye, P.Eng.
Consulting Engineer

/VPL
Enclosure

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