

Request for Decision

Date	April	10th	2017
<i>RFD Prepared</i>	Month	Day	Year

Town of Devon Bylaw 890/2017

Municipal Development Plan

Recommended Action

1. That Council provides 1st reading to Bylaw 890/2017, a Municipal Development Plan.

Proposal and Background

The Municipal Development Plan (MDP) is a statutory document mandated under the Municipal Government Act (MGA). The Municipal Development Plan is a long range planning document that highlights the community needs, directs its overall growth and provides a long-term vision of the community over the next 30 to 50 years. The Municipal Development Plan is not meant to be a static document, but rather a living document that is updated as a municipality’s needs changes over the years. The Municipal Development Plan should ultimately be reflective of these changes and provide an overall road map to its future. The Municipal Development Plan is to provide or can provide policy directives for the following:

- Future land uses with the municipality
- Coordination of future growth and infrastructure needs
- Provision of transportation system and municipal servicing
- Environmental issues

The Municipal Development Plan is intended to provide strong policy directive that will enable a successful long range development strategy to achieve over the future years.

The Town of Devon retained ISL Engineering as a consultant for Integrated Community Sustainability Plan, Municipal Development Plan and Battery Creek Area Structure Plan for the recently annexed lands. The Town of Devon also appointed a Steering Committee to work together on completing these three plans under “Connecting Devon Project”. The Steering committee consisted of Dan Claypool as Chairman, Karen Macaulay, Robin Peterson, Loraine Nichols, Isaac Hicks, Craig Johnson, Mayor Stephen Lindop, Councillor Michael Laveck, Councillor Sandy Koroll, and Councillor Blake Adams.

Discussion on Benefits, Disadvantages and Options

The Municipal Development Plan should be consistent with all plans approved by the Town of Devon. Prior to 2nd and 3rd reading of the Bylaw the Municipal Development Plan requires a review by the Capital Region Board to ensure that the amendments are consistent with the growth plan.

Financial / Policy Considerations

None

FOIP Considerations

N/A

Implementation/Communications

There were 3 Open Houses held and surveys, numerous advertisements in the Devon Dispatch and notices were put up around town. Number of Coffee chats with different groups in the community and project champions went door to door for 600 houses in the community. For the Public Hearing, the Bylaw was advertised in the Devon Dispatch with dates and time of Public Hearing and copies of the draft MDP were sent to numerous government departments for their review.

Target Decision Date	April	24 th	2017
<i>Council Meeting Date</i>	<i>Month</i>	<i>Day</i>	<i>Year</i>
Submitted By	Paresh Dhariya, Director of Planning and Infrastructure Marilyn McMartin, Planning and Development Officer		
	<i>Name / Title</i>		
Reviewed By	Paresh Dhariya, Director of Planning and Infrastructure Tony Kulbisky, CLGM, Chief Administrative Officer		
	<i>Name / Title</i>		
CAO Comments	Support recommended action, so that the MDP can be reviewed by the Capital Region Board to ensure consistency with the Growth Plan.		
Attachments	<ol style="list-style-type: none"> 1. Summary of Public Engagement Process 2. Bylaw 890/2017 and copy of proposed Municipal Development Plan 		

April 10, 2017

Town of Devon
1 Columbia Avenue West,
Devon, Alberta, T9G 1A1
Attn: Paresh Dhariya, Director | Planning & Infrastructure

RE: Connecting Devon – Summary of Public Engagement Activities and Outreach

Dear Paresh:

As requested, this letter summarizes the public and stakeholder engagement process for the Connecting Devon.

Connecting Devon involved updates to the Town's Integrated Community Sustainability Plan (ICSP), Municipal Development Plan (MDP) and preparation of a new Area Structure Plan (ASP) for the area east of Battery Creek Ravine that was recently annexed from Leduc County. The process was named and branded Connecting Devon because connections were identified a key theme for all three plans.

The preparation of the three plans included a comprehensive communication and engagement strategy that was designed to involve the general public, identified stakeholder groups, landowners, Leduc County, and other government organizations in an effective and meaningful process. This strategy was designed to:

- Raise awareness of the planning process and what each of the three plans is about;
- Encourage broad participation in community engagement activities;
- Build relationships and trust between residents, Council and staff;
- Gather ideas for the future of Devon that can be incorporated into the three plans; and
- Create three plans that have community support.

Communication and Engagement Activities

A Communication and Engagement Strategy was prepared at the start of the project and this document was reviewed and approved by the Town and the project Advisory Committee. The Connecting Devon branding was also developed and used in all subsequent communications materials to support recognition of the project.

To inform and engage the interested parties the following tasks were undertaken:



PLANNING, DESIGN & ENGAGEMENT

1. The project was publicly launched on December 18, 2015 with a notice in the Devon Dispatch, and a dedicated project page on the Town's website. An email list sign up form was placed on the website. The launch was followed by radio advertisements on 93.1 The One FM and a radio interview on January 29, 2016.
2. Awareness Raising Materials (a project webpage, email notifications, social media updates, posters and postcards and radio and newspaper advertisements) were sent to Devon residences, businesses, and identified stakeholders throughout the project.
3. An Advisory Committee was formed to provide guidance to the project team. The Committee met on December 8, 2015, May 25, 2016 and March 21, 2017.
4. Landowners within the ASP area met on December 21, 2015, May 25, 2016 and March 20, 2017 to describe their future plans and provide input on the direction of the ASP.
5. On January 26 and 27, 2016 and February 17, 2016 workshops were held as part of the action planning process: one with the Advisory Committee (AC) members and community partner organization representatives; the other with Town of Devon Council and senior Town administrators. The ideas identified during the workshops were compiled and used to inform the preparation of the ICSP, MDP and ASP.
6. Three public open houses were hosted by the Town. The events occurred on January 27, 2016, June 28, 2016 and March 28, 2017. These events were well advertised through local newspaper and radio advertisements, radio interviews, social media postings, as well as postcards and posters distributed by staff, Council and Advisory Committee members to Town businesses. The events were well attended with 150 people attending the first open house, 65 attending the second and 75 attending the third. Participants were encouraged to review project materials on display boards, listen to presentations by the Project Team and provide feedback by leaving written comments on display boards and through Q + A sessions.
7. Around the same time of the open houses, an on-line questionnaire was made available



PLANNING, DESIGN & ENGAGEMENT

on the project website and advertised using the same media noted above. Each questionnaire asked participants to choose their area of interest and indicate their level of support for the material presented in each phase of work. 190 people completed the first questionnaire, 90 completed the second and 28 completed the third. A good range of ages were represented in the respondents as shown in the chart below.



- 8. In June 2016 project Ambassadors visited 600 households and attended the 'Devon Days' event to promote the June 28, 2016 public open house and project questionnaire. They also collected feedback from people through a short survey using iPads.
- 9. On July 18 and 19, 2016 ten (10) small group meetings were held with key stakeholders to introduce the planning process and gather input on their goals for the future of Devon and the opportunities and challenges that exist. The ideas identified during the workshops were compiled and used to inform the preparation of the goals and policy statements for the ICSP, MDP and ASP.

A detailed summary of phase of public engagement and the feedback provided is available in the detailed reports prepared for each phase.

We trust this letter meets you needs. It has been a pleasure supporting the Town of Devon on this important initiative for the Town's future.



Bylaw 890/2017



Municipal Development Plan

			<i>Month/Day/Year</i>
Resolutions	xxx/2017	Effective Date	xx/xx/xxxx
Related Bylaws			
Lead Role	Paresh Dhariya, Director, Planning & Infrastructure Marilyn McMartin, Planning & Development Officer		

Being a Bylaw to adopt a Municipal Development Plan of the Town of Devon.

Whereas in accordance with the Municipal Government Act, Statutes of Alberta, 2007, Chapter M-26, Part 17, Division 4 Section 632 (1) the Municipal Council of the Town of Devon must by bylaw adopt a Municipal Development Plan;

NOW THEREFORE the Council of the Town of Devon duly assembled hereby enacts as follows:

1. That this Bylaw be sited as the Town of Devon, Municipal Development Plan Bylaw 890/2017.
2. That the Town of Devon adopt Schedule "A" of this bylaw, the Municipal Development Plan (attached and forming a part of this bylaw) as a guide to be followed

That Bylaw No. 784/2006 and all amendments to Bylaw No. 784/2006 shall be rescinded at the passing of this bylaw.

This by-law comes into full force and effect upon third and final reading.

READ A FIRST TIME IN COUNCIL THIS ___ day of _____, A.D 2017

PUBLIC HEARING held this ___ day of _____, A.D., 2017

READ A SECOND TIME THIS ___ day of _____, A.D 2017

READ A THIRD AND FINAL TIME THIS ___ day of _____, A.D. 2017

Stephen Lindop, Mayor

Tony Kulbisky, Chief Administrative Officer