

Calgary Metropolitan Region Board
Land Use & Servicing Committee Meeting
Agenda – September 3, 2020, 9:30 AM
Go-To Meeting/Call-In

The purpose of this meeting is to convene, discuss and make decisions regarding *recommendations to be made to the Calgary Metropolitan Region Board.*

- | | | | | |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|----------------|-----------|
| 1. | Call to Order & Opening Remarks | | Sheard | |
| 2. | Adoption of Agenda
For Decision: <i>Motion to adopt and/or revise the agenda</i> | | All | |
| 3. | Review and Approve Minutes (Attachment)
For Decision: <i>Motion that the Committee review and approve the Minutes of the June 11, 2020 meeting</i> | | All | 3 |
| 4. | Growth & Servicing Plan Project Update (Attachment)
For Information: <i>Motion that the Committee receive for information an update on the progress of the Growth & Servicing Plan</i> | | HDRC | 7 |
| 5. | Workshop #3 What We Heard Summary (Attachment)
For Decision: <i>Motion that the Committee recommend to the Board for approval the Workshop #3 What We Heard Summary</i> | | HDRC | 11 |
| 6. | Public and Indigenous Engagement Update (Attachment)
For Information: <i>Motion that the Committee receive for information an update on Public and Indigenous Engagement for the Growth and Servicing Plan</i> | | Harding | 16 |
| 7. | Indigenous Awareness Workshop (Attachment)
For Decision: <i>Motion that the Committee recommend approval by the Board proceeding with an Indigenous Awareness Workshop</i> | | Harding | 28 |
| 8. | Review of IREF Process (Attachment)
For Discussion: <i>Motion that the Committee discuss REF principles and process</i> | | Copping/Tipman | 31 |
| 9. | Data Sharing in the CMR (Attachment)
For Discussion: <i>That the Committee provide feedback to CMRB Administration on the approach to data sharing, so that Administration can draft a data sharing agreement for Committee and Board approval</i> | | Tipman | 37 |

10. Next Meeting: Thursday October 1, 2020

11. Adjournment

Sheard

Committee Members:

Mayor Peter Brown (Airdrie)
 Councillor Gian-Carlo Carra (Calgary)
 Mayor Marshall Chalmers (Chestermere)
 Mayor Jeff Genung (Cochrane)
 Reeve Suzanne Oel (Foothills) *Vice Chair*
 Councillor Don Moore (High River)
 Councillor Tara McFadden (Cochrane)
 Mayor Pat Fule (Strathmore)
 Deputy Reeve Scott Klassen (Wheatland)

Mayor Craig Snodgrass (High River)
 Mayor Bill Robertson (Okotoks) *Vice Chair*
 Reeve Greg Boehlke (Rocky View)
 Councillor Tom Ikert (Wheatland)
 Councillor Bob Sobol (Strathmore)

Christopher Sheard, Committee Chair
 Dale Beesley, GOA Representative

Upcoming Meetings:

Land Use & Servicing Committee	Thursday Oct 1 - 9:30 AM	GoTo Meeting
Board Meeting	Friday Sept 18 – 9:30 AM	GoTo Meeting
Governance Committee	Thursday Sept 17 – 9:30 AM	GoTo Meeting
Advocacy Committee	TBD	

Minutes of the Meeting of the
Land Use and Servicing Committee
of the Calgary Metropolitan Region Board
on Thursday June 11, 2020 by Go-To Meeting

Delegates in Attendance:

Mayor Peter Brown – City of Airdrie
Councillor Gian-Carlo Carra – City of Calgary
Deputy Mayor Michelle Young – City of Chestermere
Mayor Jeff Genung – Town of Cochrane
Councillor Tara McFadden – Town of Cochrane
Reeve Suzanne Oel – Foothills County (Vice Chair)
Mayor Bill Robertson – Town of Okotoks (Vice Chair)
Councillor Ray Watrin – Town of Okotoks
Reeve Greg Boehlke – Rocky View County
Mayor Pat Fule – Town of Strathmore
Councillor Bob Sobol – Town of Strathmore
Deputy Reeve Scott Klassen – Wheatland County
Councillor Tom Ikert - Wheatland County

CMRB Administration:

Christopher Sheard, Chair
Liisa Tipman, Project Manager–Land Use
Jaime Graves, Project Manager-Intermunicipal Servicing
JP Leclair, GIS Analyst
Shelley Armeneau, Office Manager

1. Call to Order

Called to order at 1:30 PM.

2. Approval of Agenda

Moved by Mayor Robertson, **Seconded by** Mayor Brown, accepted by Chair

Motion: That the Committee approve the agenda of June 11, 2020.

Motion carried unanimously.

3. Review Minutes

Moved by Mayor Brown, **Seconded by** Mayor Genung, accepted by Chair.

Motion: That the Committee approve the Minutes of the May 7, 2020 meeting.

Motion carried unanimously.

4. Growth & Servicing Plan Project Update

Stephen Power of HDRC provided an update:

- Progressing well on scenarios, will review with TAGS in next few weeks to refine, working towards “cherry-picking” the best parts of scenarios to create a blended scenario in early September.
- Public engagement: launching 2 weeks after meeting with TAG and after circulating workshop #3 report. Have had communications with member municipality communications people and Communication & Engagement TAG, working on finalizing promotion plan. Well on way to having that done. Will be adding additional content from today’s meeting.
- Policies: good progress on flooding and recreation. After TAGs review scenarios, will further dive into policy pieces and interrelationships between policy pieces.
- Challenge is delay in timelines due to issues around COVID-19 pandemic.

Moved by Mayor Genung, **Seconded by** Deputy Mayor Young, accepted by Chair.

Motion: That the Committee receive for information an update on the progress of the Growth & Servicing Plan.

Motion carried unanimously.

5. HDRC Phase 1 Report

Stephen Power reviewed the report and noted that it reflects a snapshot in time and is not continually being updated. This is a context setting report and a reflection of a point in time. Foothills asked that a few editorial items be addressed, and that they would forward that information to CMRB Administration.

Moved by Councillor Sobol, **Seconded by** Mayor Brown, accepted by Chair.

Motion: That the Committee receive the HDR Calthorpe Phase 1 Information Gathering Report for information.

Motion carried unanimously.

6. Transit Background Report

After receiving a presentation from Liisa Tipman, Devin LaFleche and Chris MacIsaac members discussed the report. Changes to the map were suggested as follows:

- i. Remove the line to Irricana/Beiseker
- ii. Extend the line to include Strathmore
- iii. Extend the line to include Crossfield

Moved by Councillor Carra, **Seconded by** Deputy Mayor Young, accepted by Chair.

Motion: That the Committee recommend to the Board approval of the Transit Background Report with changes suggested to the map.

Motion carried unanimously

7. Approach to Development of Policy for Flood Prone Areas

Jaime Graves introduced this item and confirmed that on April 20, 2018, the Calgary Metropolitan Region Board passed the terms of reference of Land Use Committee adding “policies regarding flood prone areas” to the list of policies included in the Growth Plan. The approach presented reflects the results of collaborating with the member municipalities Land Use TAG and Water Table, municipal experts, and the HDR|Calthorpe team. Members discussed this item and how the Province of Alberta’s direction also affects them. Foothills indicated they would be bringing forward to the Board some proposed changes to the document and propose action to lobby the Province for their leadership in the development of flood regulations. The Chair encouraged Foothills to provide those comments to administration. The following motion was made:

Moved by Mayor Brown, **Seconded by** Mayor Robertson, accepted by Chair.

Motion: That the Committee recommend to the Board approval of the approach to development of policy for flood prone areas.

Motion carried unanimously.

8. Draft Recreation Policy

Charlie Hale of HDRC provided a verbal presentation on this item. He identified they are working to develop this policy, while addressing three branches of recreation and parks in a regional planning context:

- i. Access. Will all of the region’s residents have access to all aspects of a complete community and parks system that is active recreation, passive green space, neighbourhood public space and gathering spaces.
- ii. Assets (trails, corridors). The subject of regional or intermunicipal cooperation on assets. The policy and ultimate plan should embrace and support intermunicipal cooperation for the identification, preservation and development as recreation assets of these regional corridors.
- iii. Servicing considerations. Interest for recreation providers to cooperate in assessing where facilities and services can be provided and address the equity issues of who invests and who support financially the provision and maintenance of those recreation assets that serve a market beyond one single municipality.

The draft policy is meant to embrace all 3 recreation branches, and craft language to include those elements. There is still further research to do about assessing how we are currently situated, identify gaps, additional work ahead.

Members discussed the Policy and the following motions were made:

Amending Motion:

Moved by Reeve Oel, **Seconded by** Councillor Ikert, accepted by Chair.

Motion: That the Committee recommend removal of Policy Objective (b) of the Draft Recreation Policy which reads:

To identify deficiencies, if any, in the access to parks, open space, and recreation services for current and future residents of the CMR.

Motion defeated.

Motion:

Moved by Mayor Brown, **Seconded by** Mayor Robertson, accepted by Chair.

Motion: That the Committee recommend to the Board approval of the Draft Recreation Policy for the Growth and Servicing Plan and task the Recreation TAG to further refine the definition of regional recreation.

Motion carried unanimously.

9. Next Meeting: Thursday July 2, 2020

10. Adjournment

CMRB Chair, Christopher Sheard

Agenda Item	4
Submitted to	Land Use and Servicing Committee
Purpose	For Information
Subject	Growth & Servicing Plan Update
Meeting Date	September 3, 2020
<i>Motion that the Committee receive for information an update on the progress of the Growth & Servicing Plan</i>	
<p>Summary</p> <ul style="list-style-type: none"> • HDR Calthorpe has provided a Growth & Servicing Plan project update for the information of the Committee. The update includes a summary of progress and work completed to date. • HDR Calthorpe has also provided a brief summary of proposed Growth Plan policy areas for the information of the Committee. 	
<p>Attachments</p> <ul style="list-style-type: none"> • Growth and Servicing Plan Committee Update, HDR Calthorpe 	

Growth and Servicing Plan Committee Update

Meeting Date: Thursday, September 03, 2020

Recent Progress

Scenarios

- Follow Scenarios presentation to TAGs early July
- Follow-up meetings with TAGs on focus topics (Recreation, Agriculture, Transit/Transportation, Flood Prone, Land Use, Water) throughout July and August

Policy Development / Service Delivery

- Use of feedback from TAGs to further policy development
- Development of Growth Policy Areas framework (see attached)

Engagement

- To be addressed as a separate agenda item

Upcoming Progress

Scenario Development

- Final scenario development in early September following completion of public engagement
- Workshop 4 (date and format being confirmed) to confirm final scenario

Policy Development / Service Delivery

- Collecting and reviewing final input from TAGs to generate preliminary policy direction
- Ongoing policy development following confirmation of final scenario

Engagement

- Engagement on policy development in October/November

Agenda Item 4 Attachment

Work Plan Completion

Task No	Description	Status
Phase 1		Complete
Phase 2		
2.1	Develop IGP as Base Scenario	Complete
2.2	Develop 2 Alternative Scenarios	Complete
2.3	CMRB Workshop 2: Shaping Scenarios	Complete
2.4	Finalize 3 Scenarios	Complete
2.5	Present Scenario Outcomes	Complete
2.6	CMRB Stakeholders Workshop 3: Review Scenarios	Complete
2.7	Public Outreach 1: Publish Scenarios	Ongoing
Phase 3		
3.1	Develop and Refine Preferred Plan	In progress, using input from Workshop 3 and focused TAG meetings
3.2	Detailed Analysis of Plan	In progress
3.3	CMRB Workshop 4: Review Initial Plan and Preliminary Policy	Planning in progress
3.4	Public Outreach 2: Plan and Policy	October/November
3.5	CMRB Workshop 5: Approved Preferred G&SP Plan	
3.6	Update and Finalize G&SP Plan	
3.7	Final Plan Adoption	Relates to Policy Development

This document is preliminary and for discussion purposes. It does not include recommendations and intended to help initiate discussion on this topic with respect to the Growth and Servicing Plan and the scenario evaluation.

Growth Policy Areas

The Calgary Metropolitan Region is diverse and requires an approach to growth policy that recognizes the regional diversity and the varying levels of complexity to manage growth. The use of growth policy areas allows policies to be targeted to specific needs of the particular areas, allowing for more detailed policy in areas where growth pressure and/or complexity is highest.

The policy areas are defined as follows:

Joint Planning Areas – Joint planning areas (JPA) involve two or more municipalities that require a high degree of cooperation among neighbouring municipalities through more detailed planning and policy to address the complexities of growth in these areas.

Infill Areas – The greatest concentration of infill is expected to be in or near downtown Calgary, However, there are several other potential infill areas in the CMR, with a variable degree of infill regional towns and cities is variable, but typically more modest than Calgary. The amount of new development within infill areas will be determined once a final scenario is developed.

Rural Hubs – Rural hubs are concentrations of growth that are service centres for rural areas and/or are economic centres supporting the agricultural economy. These hubs are generally within larger hamlets or concentrations of employment. In some cases they only differ from infill areas in that they have a predominantly rural function.

Urban Metropolitan Area – Urban metropolitan areas are within the towns and cities, or in counties adjacent to municipalities where urban-scale growth may occur. Contiguous urban settlement patterns are expected to occur in this area, with a mix of residential and employment. They are urban/suburban areas with urban/suburban levels of servicing, including transit.

Rural Areas – Rural areas include small communities and other area where limited growth is anticipated to occur. The focus in many of these areas is on agriculture, but other industries also support local economies.

Agenda Item	5
Submitted to	Land Use and Servicing Committee
Purpose	For Decision
Subject	HDR Calthorpe Workshop #3 What We Heard Summary
Meeting Date	September 3, 2020
<i>Motion that the Committee recommend to the Board for approval HDR Calthorpe Workshop #3 What We Heard Summary</i>	
<p>Summary</p> <ul style="list-style-type: none"> • HDR Calthorpe conducted Workshop #3 over a series of three events due to the COVID-19 pandemic. The workshops were held: <ul style="list-style-type: none"> ○ For elected officials on June 11, 2020, ○ For technical advisory groups on July 9, 2020, and ○ For the External Technical Advisory Group on July 10, 2020. • Each event included an online presentation and group discussion. • HDR Calthorpe has provided a What We Heard Summary for Workshop #3 suitable for public release. 	
<p>Attachments</p> <ul style="list-style-type: none"> • Workshop #3 – What We Heard Summary, Calthorpe 	

1. Introduction

HDR|Calthorpe has conducted a series of workshops with elected officials and members of municipal administrations as part of developing the Growth & Servicing Plan. These workshops were identified as Workshop #3 in the work plan. What we heard reports from workshops #1 and 2 are posted on the CMRB's website.

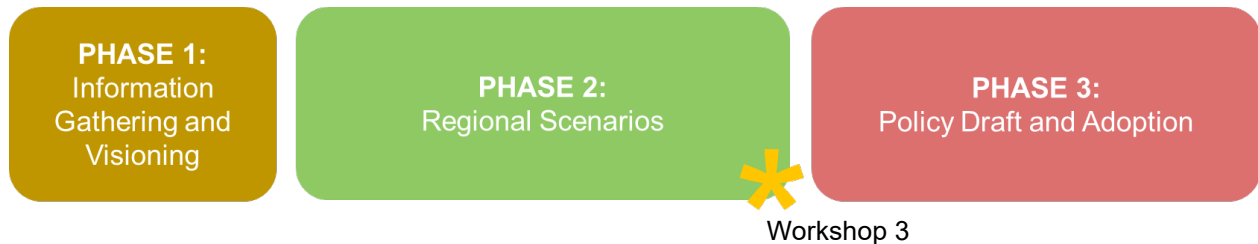
2. Recommendation

That the Committee recommend to the Board for approval the HDR Calthorpe Workshop #3 What We Heard Summary.

Workshop 3 What We Heard Summary

Overview

The Calgary Metropolitan Region Board (CMRB) is tasked with developing a long-term plan for managed and sustainable growth in the Region. A plan for growth and supporting policies will be documented in a Regional Growth and Servicing Plan. The CMRB is in the process of developing the Regional Growth and Servicing Plan and the process involves three main phases:



Workshop 3 Purpose

As part of Phase 2, a series of workshops was held between June and early July for committee and technical stakeholders on the scenarios and analysis. The input from Workshop 3 participants is documented in this report and will help prepare the upcoming public outreach and engagement process. Together, the feedback from the public and Workshop 3 will help create the foundation of the discussions for Phase 3: Policy Draft and Adoption.

The workshop was held in three parts:

- June 11, 2020, with the Land Use and Servicing Committee
- July 9, 2020, with municipal representatives through the Technical Advisory Groups (TAGs)
- July 10, 2020, with non-municipal subject matter experts of the External Technical Advisory Group

Due to COVID-19 precautions, all parts of the workshop were held virtually, online.

The workshop included the presentation of three regional scenarios that accommodate the same increase in population and jobs. The scenarios vary in location of development, land use mix, average density, infill and redevelopment proportions, and higher order transit investment. The three scenarios are:

- Business as Usual (BAU),
- Compact, and
- Transit-Oriented Development (TOD).

The BAU scenario represents a regional future as projected using recent development trends. Two additional future scenarios were developed based on a compact and a transit-oriented development (TOD) approach. The compact scenario prioritizes new development within (infill and redevelopment) or in close proximity to existing developed areas. The TOD scenario prioritizes new development along existing and possible future high-order transit (such as bus rapid transit and light rail) stations and corridors.

Agenda Item 5 Attachment

The presentation included an analysis of the scenario outcome metrics followed by a discussion session. Feedback was encouraged from the participants in all three workshops. The TAG workshop participants were asked to provide input on the scenarios with a focus on 4 key areas:

- Transit and Transportation
- Environmentally Sensitive Areas
- Land Use
- Water

These focus areas will form the foundation of upcoming discussions with municipal experts over the next few months as the overall GSP process transitions from the regional scenarios studies to policy development.

The results of the scenario process illustrate that the CMR is not a region in crisis. The comparison between the scenarios don't show differences as dramatic as in other regions but do show that doing things differently as the CMR grows can save costs and reduce negative effects. The CMR's motivations are the vision, goals, and value systems as opposed to many regions dealing with traffic congestion, expensive housing, environmental issues, or other challenges.

The scenario analysis included several important findings, such as:

- Many municipalities in the CMR have generally done a better job of land use planning compared with other comparable regions. But there are still areas of unplanned development and incompatible land uses in the CMR
- There are important decisions to be made regarding the joint planning between two or more CMR member municipalities. The Compact and TOD scenarios offer an opportunity for intermunicipal special study areas or "Plan Corridors" such as the area between Airdrie and Calgary as well as the area between Calgary, Chestermere and Rocky View County.
- Population growth and rental prices outside Calgary are growing faster than inside Calgary.
- The CMR is home to a third of the provincial population but has less than 5% of the province's surface water supply. Efficiently managing this essential resource will be critical to ensure that the region can keep up with forecasted growth demands. One of the goals of the CMRB Growth Plan and Servicing Plan are to develop a coordinated approach to water, wastewater, and storm water to provide a safe and healthy water supply for the growing region.
- The TOD and Compact scenario metrics suggest a potential increase in local tax revenue per acre due to reductions in water consumption, infrastructure costs, greenhouse gas emissions and land consumption, when compared to the BAU scenario.

What We Heard

Workshop #3 participants were asked for their responses on the analysis of the three scenarios and policy direction. The following is not a comprehensive reporting of all comments, but reflect the general themes associated with the feedback and requests for additional information.

Additional Information for Scenario Analysis

There is a general desire for more information about the scenarios and another opportunity to gain a better understanding of the metrics. Seeing the draft policies that support the scenarios would also be helpful. Other feedback included:

- The base level values of the councils / community need to be identified first, before we develop the policy and policy framework

- Preference for the team to present a preferred scenario
- Disappointment that scenario analysis did not highlight greater differences between scenarios
- More detail on costs and potential savings resulting from alternative scenarios
- More information about how the scenarios may impact rural land use planning
- There is concern regarding the current market demands, notably single-family homes, and the ability to meet that future demand

Additional Information and Policy Direction for Transit / Transportation

- Too early to identify transit technology, should be referred to as “transit corridors” with more detailed analysis to identify appropriate technology
- Concerns around higher order transit (i.e. Calgary MAX BRT Lines) not shown on map. Scenario mapping should identify all regionally significant transit, including the Green Line and Max BRTs.
- Hard to differential between compact and TOD – both operate on similar principles
- More rationalization or justification needed to future transit corridors – what are they tied to? Where did they come from?
- Should incorporate recently approved transit background report
- The extension of transit in the transit-oriented development (TOD) scenario will benefit the northern communities and Calgary

Additional Information and Policy Direction for Environmentally Sensitive Areas (ESA)

More environmental indicators were requested; a single indicator did not tell the story of how each scenario performed in terms of environmental impact. The scenario process should consider a broader range of environmental impacts, such as habitat, wetlands, and agricultural lands.

- View natural ecosystems as a service to the region and its residents
- Green infrastructure should be connected directly to the natural environment
- Regional inventory of natural/environmental could be developed to bolster the already available provincial data sets
- ESA data included in the original background report should be used because it has been vetted and approved early in the process

Additional Information and Policy Direction for Land Use

- More detailed information for the cost of proposed higher order transit would help assess the scenarios
- Further discussion is warranted on open space lands, regional greenbelt(s), and habitat preservation
- It was noted the southern municipalities, specifically High River, Okotoks, and Foothills County have minimal change in the three scenarios
- Policies regarding land use and transportation will have a bigger impact around the City of Calgary and less impact in the outer municipalities
- The City of Calgary’s Municipal Development Plan discusses infill intensification. The 50% intensification (the Compact scenario assumption) is proposed over a long-time horizon, to 2076. Calgary is closest to the approach of the TOD scenario, which allocated 23-25% infill
- Many masterplanned communities in the region are well designed but need to be woven together with something other than freeways and arterials

Additional Information and Policy Direction for Water

- Land use planning has a critical role to play in managing the quality of source water, especially for the watersheds on the west side of Calgary
- The scenarios are at a very high level, and it is difficult to understand the efficiencies that may be achievable in terms of water servicing for each
- Growth plan should address topics including water security, climate change, resiliency, and collaboration / advocacy opportunities
- A new CMRB water policy would duplicate the existing policies by Alberta Environment and Parks (AEP)
- Noted that there are similar licensing challenges across municipalities, and it might be productive to collaborate and advocate for these issues to AEP
- Look at how all water is managed in the region, including non-municipal water users and providers
- The current licensing system should be included in the scenario analysis. Irrigation Districts are the majority water license holder in the CMR, which will be an important consideration as the region grows

Agenda Item	6
Submitted to	Land Use and Servicing Committee
Purpose	For Information
Subject	Public & Indigenous Engagement Update
Meeting Date	September 3, 2020
<i>Motion that the Committee receive for information an update on public and Indigenous engagement for the Growth & Servicing Plan</i>	
<p>Summary</p> <ul style="list-style-type: none"> HDR Calthorpe has provided an update on public engagement and Indigenous engagement update for the Growth and Servicing Plan. The update is for the information of the Committee. 	
<p>Attachments</p> <ul style="list-style-type: none"> Public Engagement Update and Indigenous Engagement Update, Growth and Servicing Plan, HDR Calthorpe 	

September Public Engagement Update



Agenda Item 6 Attachment

Overview | Phase 1 Public Engagement

Goal: to gather public feedback on specific attributes of growth plan scenarios so that public input is meaningfully incorporated into policy development

- Online engagement open July 24 – September 4
- Promotion through social media
- Targeted information sharing and questions to gather input that is as useful as possible
- Flexible engagement opportunities

Phase 1 | Summary of Engagement to Date

Website results at August 24

- Total visits = 1700
 - Aware = 1400
 - Informed = 959
 - Engaged = 771
- People who are **aware** have visited the site at least once
 - **Informed** visitors have clicked on something on the site
 - **Engaged** participants have contributed to a tool (poll, forum, or survey)

Phase 1 | Engagement Tool Breakdown

- 7 quick polls are live
 - Response numbers vary between 373 and 533
- 4 discussion forum questions
 - Total of 30 responses (15 responses to the question “What if we didn’t do anything differently?”)
- 5 survey questions
 - 256 responses received with postal codes showing input coming from across the region
 - 160 high quality responses to open-ended question in survey

Phase 1 | Emerging Themes

- Preference for higher density shown in all three tools
 - Over 75% preference for higher density in survey Q4
- Highest ranked desired outcomes are more property tax revenue per acre and fewer single family homes
- Driving is preferred mode of transportation
- Investment in roads, public transit, and pathways are equally desired
- All six CMRB focus areas have support
 - Water stewardship is most supported
 - Celebrating rural/urban differences is least supported

Phase 1 | Next Steps

- Last day to provide input is September 4
- Summary report of “what we heard” to be delivered mid-September
 - Will include key theme from qualitative input and notable results from quantitative input
- Preparing for Phase 2 of public engagement
 - Tentatively October/November
 - Same engagement website, new questions for input
 - Planning to include virtual open house(s)

Indigenous Engagement Update



Overview | Approach to Indigenous Engagement

Primary Engagement Goal

To provide the opportunity for Indigenous communities within and around the Calgary Metro Region to share their unique interests and priorities related to the Growth & Servicing Plan, and for those interests to be considered and reflected in the G&SP

Secondary Engagement Goal

Create the opportunity for the CMRB and its member municipalities to build and strengthen relationships with Indigenous communities in and around the Region

Overview | Indigenous Communities of Interest

Within Region boundaries

- Stoney Nakoda First Nations (Bears paw, Chiniki & Wesley Nations)
- Tsuut'ina Nation
- Métis Nation Region 3

Outside Region boundaries

- Blackfoot Confederacy (Siksika, Kainai & Piikani Nations)

Update| Engagement to Date

- **Indigenous Engagement Briefing Document**
 - Sent to Stoney Nakoda, Tsuut'ina, and Siksika Nations in early March
- **Phone Calls**
 - Meeting with CEO Stoney Tribal Administration in May to discuss approach for engagement (interest in relationship building)
- **Meetings with Administration**
 - Stoney Nakoda and Tsuut'ina Nations have confirmed interest in meeting in September with CMRB Administration
 - Invitation to meet sent to Blackfoot Confederacy and Métis Nation Region 3

Upcoming| Potential Engagement

- Meetings between Administration of Indigenous communities and CMRB (September)
 - Explore interests of communities related to G&SP
- Meetings between elected officials of Indigenous communities and CMRB member municipalities (October - December)
 - Explore interests of communities related to longer term development and relationship building

Agenda Item	7
Submitted to	Land Use and Servicing Committee
Purpose	For Decision
Subject	Indigenous Awareness Workshop
Meeting Date	September 3, 2020
<i>Motion that the Committee recommend approval by the Board proceeding with an Indigenous Awareness Workshop</i>	
<p>Summary</p> <ul style="list-style-type: none"> • At the February 2019 Board meeting, the Board requested that CMRB Administration and the Board's provincial government representative investigate the availability of Indigenous awareness workshops for the CMRB. These courses are provided by the province to members of its administration. • In follow-up with the Government of Alberta, CMRB Administration was informed that those courses are currently not being held. • HDR Calthorpe's Indigenous Engagement expert, Anne Harding, has significant experience in developing and delivering these types of workshops to project stakeholders and has offered to deliver a three-part workshop on this topic. • The objective of the workshop would be to build awareness and understanding about Indigenous Peoples' history and experiences, specifically related to those communities within the Calgary Metropolitan Region. • The workshop is outside the scope of the current Growth and Servicing Plan project, and consequently would be at a cost to CMRB Administration. This cost would be under \$5,000. • The workshop would be for CMRB Administration, and members of the Committee and Board, at their discretion, understanding that many municipalities have invested in this type of training already. • The workshop would be delivered in a three-part series, comprised of two-hour sessions run virtually with materials made available to participants. • Future opportunities for education on Indigenous awareness with the province can be evaluated in the future. • Additional information on the sessions can be circulated once interested members of the Committee and the Board are identified. 	
Attachment: Proposed Indigenous Awareness Workshop Summary, Forum Community Relations	

Indigenous Awareness Training for CMRB

August 2020

Proposal

A goal of the Indigenous engagement program for the Growth & Servicing Plan is to create the opportunity for the CMRB and its member municipalities to build and strengthen relationships with Indigenous communities in and around the Region.

To support the CMRB and its member municipalities to advance this goal, it is recommended that those who will be developing and supporting relationships with Indigenous communities build awareness and understanding about Indigenous Peoples’ history and experiences, specifically related to those communities within the Calgary Metropolitan Region. This proposal is for CMRB Administration, Board and Committee members to attend a custom workshop called **Indigenous Awareness in the Calgary Metro Region** designed and delivered by Forum Community Relations.

Workshop Description

This workshop would be delivered virtually (Zoom), over three 2 hour sessions in a two week period this fall, to a maximum of 20 participants. All of Forum Community Relations’ Indigenous Awareness courses are co-delivered by an Indigenous and non-Indigenous trainer. This dynamic helps to model reconciliation in action while creating a richer learning environment for participants.

Session Name	Content
Indigenous Awareness 101	Baseline introduction to key terms and concepts such as the Royal Proclamation, treaties, traditional territory, diversity of Nations, Métis, Indian Act, Truth & Reconciliation Commission, and urban/reserve realities
Indigenous Communities in the Calgary Metro Region	Specific histories and interests related to Indigenous communities and organizations in the Calgary Metropolitan Region (Tsuut’ina Nation, Stoney Nakoda Nations, Blackfoot Confederacy, Métis Nation Region 3, Aboriginal Friendship Centre of Calgary, IGP, Pathways, CFT7)
Engaging with Indigenous Communities	Specific strategies and approaches for effective engagement with Indigenous communities and organizations, tailored to the goals and context of the CMRB and its member municipalities

Agenda Item 7 Attachment

Trainers

Anne Harding is the Owner of Forum Community Relations, a Calgary based consulting company dedicated to promoting and creating space for meaningful engagement, reconciliation, and relationship-building. In her 15+ years of experience as a community and Indigenous engagement professional, she has engaged with over 65 Indigenous communities and organizations across Canada on economic development, community engagement, education, training, and resource consultation initiatives. Anne holds a Master of Arts in Corporate-Aboriginal Relations and a CP3 (Certified Public Participation Professional) designation through IAP2 Canada. She also volunteers for the Indigenous Gathering Place Society of Calgary and is a director on the board of the Calgary Chamber of Commerce.



For this course, we are proposing a co-trainer model between Anne and a member of the City of Calgary's Indigenous Relations Office staff. If this is not available, Anne will engage another Indigenous partner to co-deliver the workshop. Indigenous trainers who have worked with Anne include: Mike Lickers (Haudenosaunee), Teneya Gwin (Cree/Métis), Steve Francis (Cree), Annie Korver (Métis), and Art Cunningham (Métis).

Price Quote

The cost for this custom workshop for up to 20 participants is between \$2500 - \$4000 (depending on co-trainer availability).

Agenda Item	8
Submitted to	Land Use and Servicing Committee
Purpose	For Discussion
Subject	Review of IREF Process
Meeting Date	September 3, 2020
<i>Motion that the Committee discuss REF principles and process</i>	
<p>Background</p> <ul style="list-style-type: none"> • The Interim Regional Evaluation Framework (IREF) was developed as an interim process to review and approve statutory plans during the development of the Growth Plan. The IREF was developed in collaboration with the Land Use Technical Advisory Group (LU TAG). It was approved by the Board in October 2018. • The Board has reviewed 16 IREF applications. Of those applications, 14 were approved, 1 was refused and 1 was withdrawn. All IREF reviews have been completed within the approved timelines of the IREF. • The IREF review provides an opportunity to improve the process of approving applications. The LU TAG began reviewing the IREF processes in February 2020 as part of a group workshop. Potential changes to the IREF principles and process were discussed and generally agreed upon. • CMRB Administration recirculated the discussed changes to the LU TAG in July 2020 for further comment. Comments were received from three municipalities. • CMRB Administration seeks input from the Committee on key aspects of the proposed changes. CMRB Administration will continue to work with LU TAG on further refinements of the IREF process in consideration of Committee feedback and direction. 	

1. Introduction

At the November 2019 meeting of the Board, the Board discussed the need to review the IREF process and criteria with LU TAG and report back to the Board. A full workshop was held with LU TAG at the end of February 2020. A summary of the discussed changes was circulated to the LU TAG in March and recirculated by CMRB Administration in July to solicit further feedback. Three municipalities submitted comments.

2. IREF Principles

2.1. Background

At the June 2018 Board meeting, the Board approved the following IREF principles which were used to create the IREF process:

Approved Interim REF Principles		Objective
1	Certainty and Clarity of Process	All REF applications will be subjected to the same transparent process.
2	Efficiency	The process will be efficient for the Applicant, the CMRB Administration, and the CMRB Members.
3	Timeliness	All REF applications will be reviewed, and a recommendation for either approval or rejection drafted, within certain timelines agreed upon by the Board.
4	Respectfulness	All participants in the REF process will be treated, and will treat others, with respect.
5	Promote Cooperation	The process will promote cooperation amongst all ten municipalities.
6	Objectivity	CMRB Administrative recommendations and decisions will be objective and respect the technical review process.

2.2. Discussion

At the February 2020 LU TAG meeting, two key changes to the IREF principles were discussed as outlined below.

2.2.1. Timeliness and Efficiency

During LU TAG discussions it was generally felt that “Timeliness” was part of “Efficiency”, and therefore Principle #3 Timeliness was incorporated into Principle #2 Efficiency through the addition of the word “timely.” This potential change is generally supported by members of LU TAG.

Approved Interim REF Principles		Objective
1	Certainty and Clarity of Process	All REF applications will be subjected to the same transparent process.
2	Efficiency	The process will be efficient and timely for the Applicant, the CMRB Administration, and the CMRB Members.
3	Timeliness	All REF applications will be reviewed, and a recommendation for either approval or rejection

		drafted, within certain timelines agreed upon by the Board.
4	Respectfulness	All participants in the REF process will be treated, and will treat others, with respect.
5	Promote Cooperation	The process will promote cooperation amongst all ten municipalities.
6	Objectivity	CMRB Administrative recommendations and decisions will be objective and respect the technical review process.

2.2.2. Promote Cooperation

At the time of the February 2020 LU TAG meeting, CMRB Administration received feedback that the IREF process does not in and of itself promote cooperation and that IREF Principle #5 Cooperation could be removed. Since the workshop, further comments have been received on the matter of Principle #5 Cooperation, requesting that the matter of cooperation be further revisited and discussed. There is general agreement that the REF process does not in and of itself promote cooperation; however, there is a desire on the part of some municipalities to maintain collaboration as part of the REF process in some form.

Because plans must be submitted to the IREF process once they have been endorsed by the council of a member municipality, it has been difficult to accommodate collaboration or cooperation within the IREF process itself.

- To date, the process of collaboration and cooperation has come from the development of CMRB plans, policies, and background reports. This collaboration has occurred at both the administrative level and at the Committee and Board level. Once approved, CMRB plans, policies and background reports express the collaborative agreement reached during the development of the documents. This agreement will be most clearly expressed by the Growth and Servicing Plans once approved by the Board.
- The IREF process has been used to ensure statutory plans are consistent with the agreement reached by the Board as expressed through the Interim Growth Plan (IGP). The review completed by CMRB Administration provides the Board with an objective/technical recommendation about the consistency of a statutory plan with the IGP. The Board has approved or refused statutory plans in consideration of the CMRB Administration recommendation and third-party review.
- The matter of cooperation has occurred through the planning processes of member municipalities, where municipalities consult with each other during the development of their statutory plans, generally reaching a common understanding on planning matters prior to the submission of a statutory plan to the Board.

- As part of the IREF process, the Board has approved or refused statutory plans based on whether the statutory plan is consistent with the IGP. The Board has not been able to impose changes on the plans of member municipalities, and the IREF has operated as a pass/fail system.

Although representatives of some member municipalities seek greater cooperation in the REF process, it has been CMRB Administration's experience that cooperation is best accommodated in the planning processes of member municipalities prior to the submission of statutory plans to the Board for approval. These municipal processes will afford significant opportunities for representatives from member municipalities to review the Growth Plan together, once it's approved, and determine how to best to achieve its goals and objectives. This will allow for consideration of the Growth Plan policies in the context of a specific statutory plan, as appropriate to the location, scale, and context of the plan.

Once a plan has been approved for circulation to the Board, it has the endorsement of a municipal council. These endorsements are made after significant review by municipal administrations, public members, and key stakeholders; the plan is seen as being final in nature. CMRB Administration has found this is generally not the most appropriate time for planning issues to be brought to the forefront. Collaboration and cooperation are best supported when member municipalities work together to uncover and resolve issues prior to submission to the Board.

2.2.3. Questions for Committee

To move forward with the development of the REF process, CMRB Administration seeks Committee feedback on the approved IREF principles. LU TAG will further discuss this matter in light of Committee feedback and return to the Committee with recommendations.

QUESTIONS:

- **In general, do the approved IREF principles presented in Section 2.2.1 of this Committee brief continue to reflect the values of the Committee?**
 - **Is the Committee supportive of combining the principles of timeliness and efficiency?**
 - **Does the Committee support the removal or modification of the principle of cooperation?**

3. IREF Review Process

3.1. Background

The approved IREF process was selected after review of other regional processes and several workshops with the LU TAG. In terms of the process to date:

- CMRB Administration has met its review timelines.
- No applications were expedited by having all member municipalities provide support for an application prior to the 28-day review timeline.

- All reviews were third-party reviews. No LU TAG reviews were completed. This was due to the reticence of some to participate in the third-party review process and the lack of municipal staff capacity given the demands of the Growth & Servicing Plan planning process.

3.2. Discussion

The LU TAG review of the IREF process indicated that most LU TAG members felt the IREF process was generally working well; however, some LU TAG representatives expressed the following key concerns:

- Overall, the IREF process is too long and should be shortened, and
- The LU TAG third-party review option should be removed, and third-party reviews should be conducted by external planning consulting firms.

During the LU TAG workshop and further review of the workshop outcomes, ways to address the above-noted issues were discussed. CMRB Administration feels there are opportunities to shorten the review process, such as:

- CMRB Administration's review of applications could be shortened to approximately 20 working days, down from the current 25 working days.
- Member municipalities have indicated that the Board review period, currently set at 28 days, could be shortened. CMRB Administration has not determined an alternate proposed timeframe for review.

3.3. Questions for Committee

To move forward with the development of the REF process, CMRB Administration seeks Committee feedback on the approved IREF process. LU TAG will further discuss this matter in light of Committee feedback.

QUESTIONS:

- **Is the Committee supportive of removing the LU TAG third-party review process?**
- **Is the Committee supportive of shortening the REF process timeline?**

4. Authority to Submit Correspondence to the REF Process

4.1. Background

Under the approved IREF process, only Board members can submit formal correspondence, such as letters challenging CMRB Administration's recommendations.

4.2. Discussion

To accommodate a shortened review timeline, it was identified that the authority to submit correspondence to the REF process should include more than Board members. This may allow member municipalities to expedite the submission of materials to the REF process.

To delegate the ability to submit correspondence, a Board member could identify position(s) within senior administration, such the CAO, Deputy CAO, or senior-level planning positions, that would have the authority to submit correspondence to the REF process on behalf of Board members. Board members would need to identify in writing which internal position(s) would have the authority to submit correspondence on his or her behalf. This change to the IREF process has broad support within the LU TAG.

4.3. Questions for Committee

To move forward with the development of the REF process, CMRB Administration seeks Committee feedback on who should have the authority to submit correspondence to the REF process.

QUESTION:

- **Is the Committee supportive of identifying positions within senior administration that can submit official correspondence on behalf of a Board member as part of the REF process?**

Agenda Item	9
Submitted to	Land Use and Servicing Committee
Purpose	For Discussion
Subject	Data Sharing in the CMR
Meeting Date	September 3, 2020
<i>Motion that the Committee provide feedback to CMRB Administration on the approach to data sharing, so that Administration can draft a data sharing agreement for Committee and Board approval</i>	
<p>Summary</p> <ul style="list-style-type: none"> • The Data and Analytics Subcommittee was established by the Land Use TAG on November 30, 2018. • Subcommittee member municipalities include the City of Airdrie, City of Calgary, City of Chestermere, Town of Cochrane, Town of Okotoks, and Foothills County. • Current approaches to data sharing by member municipalities range from data generally being classified as open data to others that release data with specified license agreements. • The mandate of the Subcommittee is to address questions and discuss the complexities around gathering, analyzing and distributing data as part of the Growth Plan and Servicing Plan and other regional activities and studies. • In addition to in person and online meetings, a survey was distributed to member municipalities about data sharing. The proposed objectives provided below are based on responses received from member municipalities. • CMRB Admin requests feedback from the Committee on the proposed objectives below which will be used to inform the development of a data sharing framework. 	

1. Introduction

The Data and Analytics Subcommittee was established to discuss the complexities around gathering, analyzing and distributing data as part of the Growth Plan and Servicing Plan and other regional activities and studies.

The purpose of this agenda item is to report back to the Committee on a recommended approach to data sharing.

All member municipalities define how data can be shared differently within each municipality. Some municipalities make a wide range of data sets available and other municipalities share data on a case-by-case basis.

2. Proposed Definitions

Data – information that is spatial or non-spatial used to form the basis discussion, reasoning, and/or policy.

Open Data – structured data that is machine-readable, freely shared, used and built on without restrictions (open.canada.ca, 2019). That is, open for anyone (public, organization, etc.) to use.

Member data -Classification developed by CMRB to indicate data may be shared with only CMRB member municipalities.

Confidential Data – Classification developed by CMRB to indicate data may be shared with CMRB only and subsequent consultants that have agreed to contract terms (confidentiality).

Data Sharing – Encompasses sharing all types of data as described above (Open, Member, Confidential) between two or more parties.

3. Importance of Data Sharing

Data sharing is an important aspect of furthering the work of the CMRB. The Municipal Government Act emphasizes the importance of data sharing. Section 708.17(1) of the MGG notes that “a participating municipality must, when required in writing by the growth management board to do so, provide the growth management board with information about the participating municipality that the growth management board requires.” The benefits of data sharing include:

- An open exchange of the information and data allows for transparent decision making that can be verified by all parties involved
- Establishing a common set of regional data that is consistent across the CMR that can be used in decision making, future studies, or the implementation, measurement, and monitoring of CMRB goals from the Growth and Servicing Plan

- For example, The Digitization of Existing and Approved Land use (DEAL) data was instrumental in providing a snapshot of the current state of existing and approved land use in the CMR or the initial development of the growth scenarios.

In interviews with other regions including the Vancouver Metro Region, the Winnipeg Metro Region, and based on research into other regions., data collection, data sharing, and open data were identified as crucial to their work and to the work of other partner organizations doing research in the region.

4. Approach to Data Sharing

The CMRB's approach to data sharing needs to reflect the Board's objectives.

The Data and Analytics Subcommittee has identified key considerations in the development of a data sharing approach:

- Prioritize data sharing to continue to improve fact-based decision making and transparency
- Create a common understanding through a data sharing framework between member municipalities of how data is classified (open, member, or confidential) and therefore how it can be used or shared
- Make data available to the public and CMRB stakeholders to the greatest extent reasonable
- Facilitate the sharing of data already being provided and shared by municipal members through a central open data portal
- Prioritize the use of best practices from member municipalities lessons learned and data sharing standards, such as other regional government bodies
- Be cognisant of redundancy
 - Do not replicate work already undertaken by municipalities
 - Share and use the most up-to-date data from the source (municipality) to negate duplication and multiple versions of data
 - Seek ways to build and update datasets that reduce the overall cost and effort required

DISCUSSION: Does this reflect the Land Use and Servicing Committee's objectives?

5. Next Steps

- Data and Analytics Subcommittee will develop a data sharing framework among CMRB members using the objectives of the Committee as a guiding foundation (highlighted in Section 4 above)
- This will be accomplished through Data and Analytics Subcommittee discussions and documentation that will be circulated with Land Use TAG members

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6. Recommendation

That the Committee provide feedback to CMRB Administration on the approach to data sharing, so that Administration can draft a data sharing agreement for Committee and Board approval.