

# Administrative Backgrounder

Councillor Notice of Motion

<b>Title</b>	<b>Creation of an Area Structure Plan for the Hamlet of Villeneuve</b>
<b>Purpose of Report</b>	To provide information in response to Councillor McLennan’s Notice of Motion made at the November 26, 2024 Regular Council Meeting.
<b>Proposed Motion(s)</b>	<p>That Council direct Administration to provide information and analysis regarding the potential creation of an area structure plan for the hamlet of Villeneuve.</p> <p>Note that Administration has provided an alternative to the above submitted motion within this report, including a ‘future possibilities’ engagement process, to validate community interests and at a lower cost.</p>
<b>Previous Council / Committee Direction</b>	A summary of previous Council motions related to this item is provided in this Administrative Backgrounder.
<b>Strategic Alignment</b>	<b>Planned Growth</b> – The development of an area structure plan (ASP) for the Hamlet of Villeneuve complements Council’s “Planned Growth” priority.
<b>Statutory Requirement Considerations</b>	<ul style="list-style-type: none"> <li>• As per the <i>Municipal Government Act</i>, an ASP must describe the sequence of development for the relevant plan area, the proposed land uses and density for the area, and the general location of major transportation routes and public utilities. An ASP would also be required to consider: <ul style="list-style-type: none"> <li>○ The Edmonton Metropolitan Region Board Growth Plan</li> <li>○ The Sturgeon County Municipal Development Plan</li> <li>○ Various provincial regulations and planning requirements related to developing near highways, development restrictions related to airport runway approach path, and the working area of a wastewater treatment plant (County lagoon).</li> </ul> </li> </ul>
<b>Area Structure Planning Process</b>	<ul style="list-style-type: none"> <li>• The development of an ASP for the hamlet of Villeneuve would need to consider any future development expectations of the Villeneuve Airport, along with the future development outlined within the Villeneuve Airport Area - Area Structure Plan (VAA-ASP) (lands around the Villeneuve Airport). Both planning areas would be using the same sanitary and water systems that would be linked with current/future hamlet lands.</li> </ul>

- A variety of components and studies would be required to support an ASP, such as:
  - Funding and procurement confirmations
  - Detailed land use concept
  - Agriculture impact assessment
  - Servicing studies – water, sanitary servicing, stormwater management
  - Transportation analysis (increased in context of interface with Airport area ASP)
  - Environmental desktop analysis
  - Economic analysis
  - Public engagement (increased in context of previous engagements on Airport area ASP)
  - Document production

- Should Council wish to advance an ASP for the hamlet of Villeneuve, Administration recommends it be approached in two phases:

**Phase 1**

Development of an initial Hamlet Growth Framework to be considered in advance of a formal area structure planning process.

- Stage 1A - Existing Conditions and Plan Area Review
- Stage 1B - Land Use and Servicing Expectations of Hamlet in conjunction with both Airport lands and approved VAA-ASP.

**Phase 2**

Once a better understanding of land use and servicing options is available for the Hamlet, further specific analysis on the plan areas could be explored with the public and area stakeholders.

- Stage 2A Public Information and Engagement Sessions
- Stage 2B Development of Land Use Concept
- Stage 2C Area Structure Plan Development and Adoption

**Other Alternatives for Council Consideration**

***Alternative Option: Community Future Possibilities Consultations***

- Rather than initiating a formal ASP process, Council could consider an alternative option to first connect with the community to better understand their expectations.
- With the assistance of a public engagement facilitator, Administration would explore a series of future possibilities with the Villeneuve and area community. These engagement sessions would focus on better understanding community needs and expectations on a variety of topics related to amenities, growth aspirations and future community needs.

	<ul style="list-style-type: none"> <li>The deliverable to Council would be a 'Future Possibilities - What We Heard' report that would assist Council in determining next steps for the Hamlet of Villeneuve. To fulfill this task, funding and the scope of work would need to be developed. Depending on the engagement scope of work, the anticipated budget for a small-scale community engagement exercise would be approximately \$20,000 and the estimated timeline would be 6 months.</li> </ul>
<b>Anticipated Timelines</b>	<p><b>Area Structure Plan Development</b></p> <ul style="list-style-type: none"> <li>Should Council support the Notice of Motion, Administration would bring forward a resolution by March 2025 that would include a request for funding of the ASP, and a detailed scope of work including specific timelines.</li> <li>Once funding is secured, Administration would begin procurement for the project. This process would be completed by the end of May 2025.</li> <li>Once the procurement process is finalized and consultants retained, it is anticipated that 6 months would be required to complete Phase 1 and another 6 months to complete Phase 2. Adoption of the area structure plan via the formal bylaw process could extend those timelines based on public feedback and referrals via the Edmonton Metropolitan Region Regional Evaluation Framework process. <b>A minimum timeframe of 1 year would be expected for a planning project of this scale.</b></li> </ul> <p><b>Alternative Option: Community Future Possibilities Consultations</b></p> <ul style="list-style-type: none"> <li>Should Council direct Administration to carry out the community engagement discussion, Administration could develop a scope of work, prepare an informal check-in with Council confirming the scope of work, and have the procurement completed by early March.</li> <li>The engagement work would be planned for April to June 2025 and would include a presentation on the findings of the engagement to Council by the end of June.</li> </ul>
<b>Alignment to Levels of Service Delivery</b>	None.
<b>Anticipated Human Resource Requirements</b>	<ul style="list-style-type: none"> <li>Administration is not resourced to carry out the extent of work required to create an ASP of this magnitude. Additional resourcing through contracted support would be required for most components.</li> </ul>
<b>Anticipated Financial Resource Requirements</b>	<ul style="list-style-type: none"> <li>ASP Development: The cost to undertake the submitted Motion as stated, pending confirmation of the scope and planning area, is estimated at \$300,000 for Phase 1 and</li> </ul>

	<p>\$150,000 for Phase 2 (for \$450,000 total). A funding source would need to be identified. Much of the cost would be related to the engineering studies that would be required. To develop a clearer cost estimate, Administration would require greater clarity on the scope of the ASP, such as the size of the land area, the extent of engineering studies required, the types of uses being considered for the area, etc.</p> <ul style="list-style-type: none"> <li>Alternative Option: The cost is estimated at \$20,000. A funding source would need to be identified. The majority of this cost is to secure facilitation, engagement supplies, final reporting, and incidentals.</li> </ul>
<p><b>Additional Background Information</b></p>	<ul style="list-style-type: none"> <li>Past ASPs considered growth inclusive of the Airport and the Hamlet. Below is a brief overview of past area structure plans contemplated for Hamlet lands.</li> </ul> <p><u>2016</u></p> <ul style="list-style-type: none"> <li>The 2016 ASP contemplated a balance of non-residential growth to Airport lands and residential growth to the Hamlet of Villeneuve (additional population of 900 people). Servicing concepts centered on upgrading the lagoon, with a business case for water servicing to the Airport. As part of the ASP process, a Build Canada funding application was submitted but was not successful. With no willing partners wanting to front-end any servicing costs, the project lost momentum and Council discontinued the project.</li> </ul> <p><u>2012</u></p> <ul style="list-style-type: none"> <li>The 2012 ASP was rejected by the Capital Region Board (Edmonton and St. Albert voted against the plan). The most significant issue was the scale of residential development (future population of 6,000 people), which required a connection to the regional sanitary system. The reason for the population growth was to justify the business case for a new regional sanitary sewage trunk line and to decommission the lagoon. The Regional Evaluation Framework (REF) application deemed a regional sanitary investment for Villeneuve was not a regional priority, and Council discontinued the project.</li> </ul> <p><u>2008</u></p> <ul style="list-style-type: none"> <li>While it is known that an area structure planning process occurred in 2008, there are no corporate records that detail the scale of the proposed ASP or why the project was not completed.</li> </ul>
<p><b>Attachment(s)</b></p>	<p>None.</p>

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