



Municipal District of Bonnyville No. 87

Request for Decision (RFD)

Meeting:	Regular Meeting of Council
Meeting Date:	July 9, 2024
Originated By:	Ian Frankton, Manager of Business Operations, Kinosoo Ridge Resort
Title:	Delegation – McElhanney Ltd.

PROPOSAL & BACKGROUND

Eric Valois, Project Manager with McElhanney Ltd. will be in attendance with Jim DeHart and Rod Taylor with Legacy Tourism joining virtually to provide Council with an update on the Kinosoo Ridge Resort Trail and Glamping Project.

DISCUSSION ON BENEFITS, DISADVANTAGES & OPTIONS

Attached for Council's review:

- Appendix A: Project Update Presentation

REFERENCE TO STRATEGIC PLAN

N/A

REFERENCE TO PROVINCIAL/FEDERAL LEGISLATION

N/A

COSTS & SOURCE OF FUNDING

N/A

COMMUNICATIONS STRATEGY

N/A

ADMINISTRATION RECOMMENDED ACTION

THAT Council accepts the presentation by McElhanney Ltd. providing an update on the Kinosoo Ridge Resort Trail and Glamping Project as information and furthermore directs Administration to bring back options for proceeding with the Project to 2025 budget deliberations, as discussed.

COUNCIL OPTIONS

1. THAT Council accepts the presentation by McElhanney Ltd. providing an update on the Kinosoo Ridge Resort Trail and Glamping Project as information and furthermore directs Administration to bring back options for proceeding with the Project to 2025 budget deliberations, as discussed.
2. THAT Council refers the presentation by McElhanney Ltd. providing an update on the Kinosoo Ridge Resort Trail and Glamping Project back to Administration for additional information regarding _____ and to bring it back to a future meeting of Council.

Report Approval Details

Document Title:	Delegation - McElhanney.docx
Attachments:	- Appendix A-Kinosoo Ridge Resort - MCL.pptx
Final Approval Date:	Jul 4, 2024

This report and all of its attachments were approved and signed as outlined below:

Stephanie Severin

Kinosoo Ridge Resort

2023 Planning for Mountain Biking, Nordic and Hiking Trails & All Season Glamping

Today's Presentation

- Trail Design Status
- Glamping Status
- Business & Destination Management Plan Update



Historically Significant Area

No disturbance area due to historically significant sites.

Nordic Skiing

3 to 5 km beginner loop track-set on Cold Lake and future lift-accessed 10-15 km of trails located on future lands to acquired in Saskatchewan.

Glamping

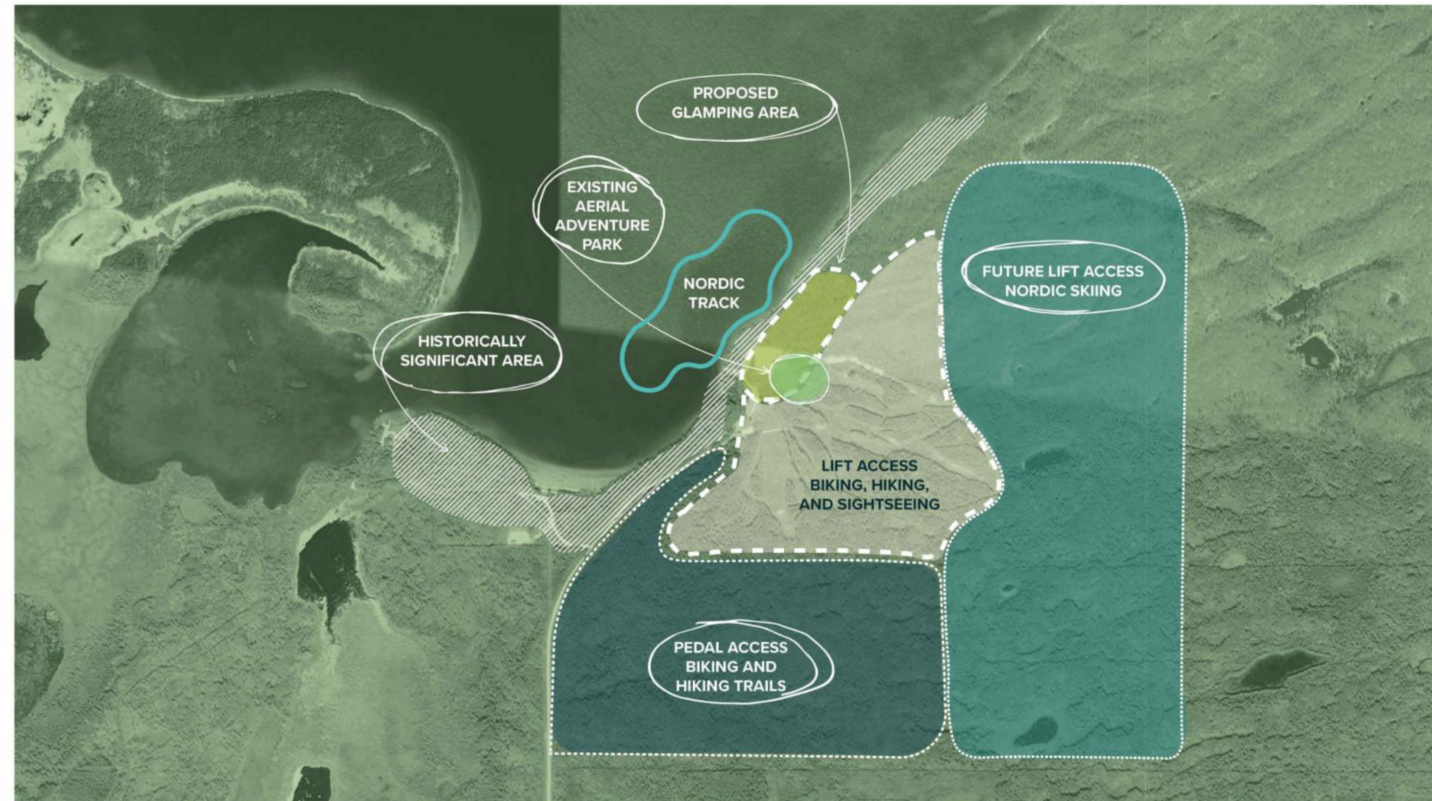
20 unit fully-serviced accommodations with potential future expansion opportunity.

Chairlift-access Mountain Biking, Hiking and Sightseeing

8 to 10 downhill mountain biking trails, 2 hiking loops, and viewing deck for café services and special events.

Pedal-access Mountain Biking and Hiking

Approximately 10 km of self-powered mountain biking and hiking trails that service as snowshoe and fatbiking trails in winter



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NOT FOR CONSTRUCTION

KINOSOO TRAIL AND GLAMPING

COLD LAKE, AB. | JULY, 2023

FIG.



-  KIDS LEARN TO RIDE AREAS
-  GREEN RUNS
-  BLUE RUNS
-  BLACK RUNS
-  HIKING TRAILS
-  GREEN CHAIR
-  LOOK OUT



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KINOSOO TRAIL AND GLAMPING



GLAMPING AREA SKETCH

SCALE 1:500

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KINOSOO TRAIL AND GLAMPING



Activity	Description	Next Steps
Lift-access mountain biking	5 to 8 MTB-optimized trails with a mix of technical and flow trails, blue to black difficulty, utilizing the newly constructed Green Chair for lift access. Other amenities to include bike wash, kids skill progression area, and a future slopestyle track.	Review concept plan with AFPT for permitting requirements. Proceed with detailed design Fall 2023.
XC & enduro mountain biking	Approximately 10 to 15 km trail likely are feasible on the two land parcels immediately south of the current lease lands. Trails would focus on loops providing up to 2 or 3 hours ride time for self-powered and fit users.	Discuss with AFPT logistics of expansion of lease area versus Trail Act approval for public-access trails in this area. Refine concept during fall field work.
Hiking – lift and non-lift access	One large loop hiking trail within the existing lease land area with future expansion opportunities to the northern and southern parcels (overlap with XC & enduro MTB trails). Lift tickets would be required for 1-ride up or down the Green Chair for trails within the existing resort area.	Review concept plan with AFPT for permitting requirements. Proceed with detailed design Fall 2023.
Lift-access sightseeing	Utilize the Green Chair for lift-access sightseeing to two key viewpoints on the resort – 1 informal area at the top of the Blue chair and 1 developed viewing deck area at the top of “the Bowl”.	Review concept plan with AFPT for permitting requirements. Proceed with detailed trail design Fall 2023.
Nordic Skiing	3 to 5 km loop track-set on the lake as a supplementary activity at the resort. Future 10 to 15 km trails on the Saskatchewan lands immediately east of the top of the Green Chair that would be lift-accessed.	Review use of lake with AFPT for permitting requirements. Review concept plan with Saskatchewan Government for permitting requirements. Further client-review for desire and logistical functional feasibility for lift-access Nordic skiing. Refine concept during fall field work.
Glamping	20 unit fully-serviced yurt glamping development immediately north of the resort parking lot on Alberta Parks lands. Ski/hike/bike in and out routes would be provided. Future opportunity to expand further on the site if desired. See Figures 3 and 4.	Review glamping concept with Alberta Parks permitting requirements. Review glamping concepts and phasing with client.

Business & Destination Management Plan - Update

Scope of Work

1. Review 2022 Business Plan
2. Market Feasibility Indicators Update by Scenario
3. Market Segmentation Macro Indicators Update by Scenario
4. Project-Specific Market Personas Update by Scenario
5. Market-Driven Guest Experience Description Update - Scenarios
6. Housing Requirements & Personnel Plan Summaries by Scenario
7. Review Preliminary Draft Information with Kinosoo/McElhanney Project Staff (virtual meeting)
8. Risk Assessment
9. Capital Cost Estimate Assumptions
10. Capital Cost Updates (Macro level) by Scenario
11. Financial Projections Assumptions
12. 5-Year Financial Projections by Scenario
13. Executive Summary
14. Develop PowerPoint presentation Summary
15. Review/Adjust Draft Update and PowerPoint presentation with Project Lead (virtual)
16. Final Report Compilation and Formatting
17. Present to Council (virtual)

Thank You

Eric Valois, P. Eng.
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evalois@mcelhanney.com



McElhanney



Platinum member

**Kinosoo Ridge 2024 Update Workplan Proposal
Schedule "A" Workplan**

1 Review 2022 Kinosoo Business Plan.

The Legacy team will complete a detailed review of the 2022 plan, reassessing the recommendations based upon performance results of 2022-2024 and discussions with Kinosoo Senior staff.

2 Market Feasibility Indicators Update by Scenario

The LTG team will provide an updated review of the projected market demand for and the Kinosoo product based upon three development scenarios:

- a) Status Quo. This would assume no further product development on site.
- b) Executing the 2022 proposed development plan.
- c) Executing a smaller development plan that is aimed primarily at the local market.

3 Market Segmentation Macro Indicators Update by Scenario

Macro visitor profiles for each scenario will be determined in order to enable Kinosoo to target the highest value consumers for the proposed experiences being provided. This segmentation process will include macro segmentation models such as Destination Canada's Explorer Quotient.

4 Project Specific Market Personas Update by Scenario

Targeted Market Personas will be identified that specifically match the proposed guest experiences to be provided in each scenario, depicting who exactly are the guests projected to enjoy these potential experiences.

5 Market Driven Guest Experience Description Update - Scenarios

Based upon the market demand research and the competitive landscape, LTG will develop the market/product match for the potential guest experience that fits each of the three development scenarios. This section will explore relevant possible included or outsourced experiences. This "sweet spot" of determining experiences that cost the least to deliver while providing the greatest revenues possible will remain a priority for each scenario. The LTG team will include high-level project infrastructure descriptions for each scenario based on the proposed experiences. This work will include a description of programming infrastructure requirements, guest accommodations, servicing areas and any additional requirements for the operation of the proposed facilities.

- 6 Housing Requirements & Personnel Plan Summaries by Scenario**
Personnel Plans required to execute each scenario and the accompanying staff housing needs will be determined.
- 7 Review Preliminary Draft Information with Kinosoo/McElhanney Project Staff (virtual meeting)**
The Legacy team will review the findings to this point with the Project Leadership to confirm understanding of the information to date and the recommendations prior to completing the next stage of works.
- 8 Risk Assessment**
The risks and possible mitigations associated with each scenario will be identified and presented as a comparative risk matrix.
- 9 Capital Cost Estimates Assumptions**
A summary of the capital estimate assumptions for each scenario will be included to support the development of the macro capital cost estimates.
- 10 Capital Cost Updates (Macro level) by Scenario**
A macro capital cost estimate will be developed to support the financial planning requirements for each scenario.
- 11 Financial Projections Assumptions**
A summary of the financial projection assumptions will be included to support the Financial Projections development for each scenario.
- 12 5-Year Financial Projections by Scenario**
Five-year financial projections will include a five-year personnel worksheet, five-year personnel summary, Years One to Five Sales Projections, Five-year Sales Summary and Five-year Projected Profit and Loss Statement.
- 13 Executive Summary**
An executive summary will be developed for the plan that summarizes the research, findings and recommendations found in the report.
- 14 Develop Powerpoint Presentation Summary**
The team will create a concise Power Point presentation to be used for the presentation to Council.

15 Review/Adjust Draft Update and Powerpoint Presentation with Project Lead (virtual)

The team will review the draft report and Power Point presentation with Project Leadership.

16 Final Report Compilation and Formatting

After this review the team will make any minor adjustments required and finalize the report/presentation to be combined into a final report. This section is included to capture the time required to compile and format the entire report into a high-quality format. High and low-resolution digital reports and 4 printed copies will be provided on completion.

17 Presentation to Council

The Legacy Team will present the report's findings via the Powerpoint presentation to Council members virtually, in collaboration with Kinosoo and McElhanney project staff.

Proposal Details

Timeline

The LTG team will require a minimum of six weeks to complete this work once an amended contract has been endorsed by all parties.

Flat Rate Disbursement (FRD)

A five percent (5%) flat rate disbursement (FRD) recovery charge will be applied to consulting fees and sub-contracts to cover contract management, miscellaneous project expenses, internal incidental printing, copying and plots, film, CDs and report materials; communications expenses (e.g., faxes, office and mobile phones, and other devices); office expenses (e.g., postage, couriers, equipment, common software and other supplies); and staff local vehicle use. As this is a disbursement, no supporting document will be provided with invoices.

GST

GST will be charged on the project unless a valid GST exemption letter is provided by the client.

Proposal Expiry

This proposal remains valid until July 15, 2024 at which time it may be reviewed and renewed at the sole discretion of the Legacy Tourism Group.



LEGACY TOURISM GROUP

CREATING TOURISM SOLUTIONS AND LEGACIES WORLDWIDE

<i>Kinosoo Update Workplan Summary</i>		Rod Taylor	Jim DeHart	Total Hours	Sub-Total Professional Fees
<i>Hourly Rate</i>		175	175		
1	Review 2022 Business Plan	3	3	6	\$1,110
2	Market Feasibility Indicators Update by Scenario	30	0	30	\$5,550
3	Market Segmentation Macro Indicators Update by Scenario	24	0	24	\$4,440
4	Project Specific Market Personas Update by Scenario	12	0	12	\$2,220
5	Market Driven Guest Experience Description Update - Scenarios	20	6	26	\$4,810
6	Housing Requirements & Personnel Plan Summaries by Scenario	0	6	6	\$1,110
7	Review Preliminary Draft Information with Kinosoo/McElhanney Project Staff (virtual meeting)	2	2	4	\$740
8	Risk Assessment	6	2	8	\$1,480
9	Capital Cost Estimate Assumptions	0	8	8	\$1,480
10	Capital Cost Updates (Macro level) by Scenario	2	4	6	\$1,110
11	Financial Projections Assumptions	1	1	2	\$370
12	5-Year Financial Projections by Scenario	2	6	8	\$1,480
13	Executive Summary	2	0	2	\$370
14	Develop Powerpoint Presentation Summary	4	4	8	\$1,480
15	Review/Adjust Draft Update and Powerpoint Presentation with Project Lead (virtual)	4	4	8	\$1,480
16	Final Report Compilation and Formatting	4	12	16	\$2,960
17	Present to Council (virtual)	4	4	8	\$1,480
		120	62	182	\$33,670
				5% FRD	\$1,684
				Sub-Total	\$35,354
				Travel	\$0
				Total Excluding GST	\$35,354