



Regular Council

Agenda

Leduc County Centre, Nisku, AB

Tuesday, November 14, 2023

1. Order - 1:30 p.m.
2. Adoption of agenda
3. Adoption of previous minutes
 - October 24, 2023 Organizational meeting ✓
 - October 24, 2023 Regular Council meeting ✓
4. **1:30 p.m. Presentations**
 - a) Public
5. **1:35 p.m. Policy approvals**
 - a) Policy HR-01 Human Resources – Corporate Services K. Pudlowski
 - b) Policy HS-01 Health and Safety – Corporate Services K. Pudlowski
 - c) Policy PG-03 Snow Clearing County Roads – Road Operations G. Broadbent
 - d) Policy UT-08 Hamlet Wastewater Service Connection – Utilities D. Mryglod/S. Modak
6. **1:45 p.m. Public hearing**
 - a) Bylaw No. 19-23 (2nd and 3rd readings) Queen Elizabeth II Local Area Structure Plan (LASP) and repeal Bylaw No. 23-12 as amended by Bylaw No. 01-22 ✓ J. Evans and B. Ansaldo
7. **2:00 p.m. Presentations**
 - a) **2:00 p.m.** Danni Cailliau, Executive Director and Shawn Ryan, Board Chair - Canadian Energy Museum 2024 budget ✓ D. Ohnysty
 - b) **2:15 p.m.** Jennifer Garries, Executive Director - The Chamber Leduc-Nisku-Wetaskiwin Regions 2024 budget ✓
 - c) **2:30 p.m.** Dana McFaul, President - Leduc County Library Board 2024 budget ✓
8. **2:45 p.m. Department reports / recommendations**
 - a) Planning and Development – Long Range Planning ✓ J. Evans and B. Ansaldo
 - i) Bylaw (1st reading) WAM Industrial Park Local Area Structure Plan and repeal Bylaw No. 40-07 as amended by 04-16
 - ii) Bylaw (1st reading) Royal Cubera Local Area Structure Plan and repeal Bylaw No. 37-15
 - iii) Bylaw (1st reading) Northwest Saunders Lake Local Area Structure Plan and repeal Bylaw No. 27-16
 - b) **2:55 p.m.** Assessment
 - i) Hollands land donation – Roll 6322400 ✓ D. Ohnysty

✓ Attachment provided

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c) 3:00 p.m. Finance

- | | | |
|--|---|---------|
| i) Uncollectible receivables write-off | ✓ | N. Wice |
| ii) Request to waive property tax penalty – Roll #3698000 | ✓ | C. Kwok |
| iii) Request to waive property tax penalty – Roll #1236000 | ✓ | C. Kwok |

9. Adjournment



Regular Council Meeting Minutes

*Council Chamber, Leduc County Centre, Nisku, AB
Tuesday, November 14, 2023*

Order and roll call

The meeting was called to order at 1:30 p.m., Tuesday, November 14, 2023 by Mayor Tanni Doblanko as Chair and Council members Kelly-Lynn Lewis, Glenn Belozar, Ray Scobie and Larry Wanchuk present. Councillor Dal Viridi was absent for personal reasons and Councillor Rick Smith was absent due to his attendance at the Alberta Capital Region Wastewater Commission event.

Staff members

- Duane Coleman, County Manager
- Renee Klimosko, General Manager – Financial and Corporate Services
- Joyce Gavan, Legislative Coordinator

Agenda adoption

248-23 Councillor Lewis -- that the agenda for the November 14, 2023, regular County Council meeting be adopted as circulated.

Carried Unanimously

Previous Minutes

- October 24, 2023 Organizational meeting

- October 24, 2023 Regular Council meeting

249-23 Councillor Wanchuk -- that the following minutes be adopted as circulated:

- October 24, 2023 Organizational meeting
- October 24, 2023 Regular Council meeting

Carried Unanimously

Public presentation

There was no one in attendance to make a presentation.

Policy approval – HR-01 Human Resources, Corporate Services

Director of Corporate Services Kent Pudlowski provided a recommendation for approval of the revised Policy HR-01 Human Resources.

250-23 Councillor Scobie – that Council approve the revised HR-01 Human Resources Policy.

Carried Unanimously

Policy approval – HS-01 Health and Safety, Corporate Services

Director of Corporate Services Kent Pudlowski provided a recommendation for approval of the revised Policy HS-01 Health and Safety.

251-23 Mayor Doblanko – that Council approve the revised HS-01 Health and Safety Policy.

Carried Unanimously

Policy approval – PG-03 Snow Clearing County Roads, Road Operations

Manager of Road Operations Raf Tenderenda provided a recommendation for approval of the revised Policy PG-03 Snow Clearing County Roads.

252-23 Councillor Lewis – that Council approve the revised PG-03 Snow Clearing County Roads Policy.

Carried Unanimously

Policy approval – UT-08 Hamlet Wastewater Service Connection, Utilities

Manager of Utilities Shailesh Modak provided a recommendation for approval of Policy UT-08 Hamlet Wastewater Service Connection.

253-23 Councillor Beloner – that Council approve the UT-08 Hamlet Wastewater Service Connection Policy.

Carried Unanimously

Public Hearing – Bylaw No. 19-23 (2nd and 3rd readings) Queen Elizabeth II Local Area Structure Plan and repeal Bylaw No. 23-12 as amended Bylaw No. 01-22

Mayor Doblanko called the public hearing to order at 1:47 p.m. with respect to Bylaw No. 19-23 to repeal and replace the Queen Elizabeth II Business Park Local Area Structure Plan.

Mayor Doblanko called upon administration to introduce the subject of the hearing.

Long Range Planner Benjamin Ansaldo provided a staff report with respect to giving 2nd and 3rd readings to Bylaw No. 19-23 to replace the Queen Elizabeth II Business Park Local Area Structure Plan Bylaws 19-23 and 01-22, highlighting the following:

- 1) The public hearing was advertised on the website starting October 27, as well as in the Leduc Representative on October 27, November 3 and November 10, 2023. The hearing was also promoted on the County's social media channels on November 4 through the public participation opportunities e-newsletter on November 1. Additionally the proposed update was provided to the Cities of Beaumont and Edmonton for comment on November 3 in accordance with the Intermunicipal Planning Framework (IPF). At the time of this report's preparation there were no comments and only one inquiry from the public regarding the proposed update to the Plan.
- 2) In accordance with the information provided within this report, it is the recommendation of administration that Council provides second and third readings to the proposed bylaw, as presented.

Mayor Doblanko asked Council members if they had any questions of administration and there were none.

Mayor Doblanko asked if any additional relevant correspondence has been received that is not part of the agenda package, and County Manager Coleman advised there was none.

Mayor Doblanko noted there were no registered speaker(s) to speak to the subject of the public hearing.

Mayor Doblanko called upon anyone else in attendance to speak in support or against the subject of the public hearing, and there was no one.

Mayor Doblanko called upon administrative staff to provide closing comments and answer any questions by Council members, and there were none.

Conclude public hearing

Mayor Doblanko concluded the public hearing at 1:53 p.m.

Bylaw No. 19-23 (2nd and 3rd readings) Queen Elizabeth II Local Area Structure Plan and repeal Bylaw No. 23-12 as amended Bylaw No. 01-22

254-23 Councillor Belozor -- that Bylaw No. 19-23 be given second reading.

Carried Unanimously

255-23 Councillor Lewis -- that Bylaw No. 19-23 be given third and final reading.

Carried Unanimously

Presentation – The Chamber Leduc-Nisku-Wetaskiwin Regions 2024 budget

Executive Director Jennifer Garries presented the Chamber Leduc-Nisku-Wetaskiwin Regions funding proposal for 2024.

256-23 Councillor Lewis – that Leduc County Council receive the presentation by the Chamber Leduc-Nisku-Wetaskiwin Regions as information and refer the 2024 funding proposal in the amount of \$100,634 to the 2024 budget meeting.

Carried Unanimously

Presentation – Canadian Energy Museum 2024 budget

Executive Director Danni Cailliau and Board Chair Shawn Ryan presented the Canadian Energy Museum funding proposal for 2024.

257-23 Mayor Doblanko – that Council receive the presentation by Canadian Energy Museum as information and refer the 2024 funding proposal in the amount of \$25,000 to the 2024 budget meeting.

Carried Unanimously

Presentation – Leduc County Library Board 2024 budget

Chair Dana McFaulk presented the Leduc County Library Board funding proposal for 2024 as well as request for a matching grant in the amount of \$13,000 for the proposed feasibility study for a stand-alone library or a lease opportunity to serve the largest district in the County.

258-23 Councillor Belozor – that Leduc County Council receive the presentation by the Leduc County Library Board as information and refer the following to the 2024 budget meeting:

- 2024 funding proposal in the amount of \$52,131; and
- a matching grant in the amount of \$13,000 for the proposed feasibility study for a stand-alone library or a lease opportunity.

Carried Unanimously

Bylaw No. 21-23 – adopt the WAM Industrial Park Local Area Structure Plan and repeal Bylaws 40-07 and 04-16

259-23 Councillor Scobie – that Bylaw No. 21-23 be given first reading to adopt the WAM Industrial Park Local Area Structure Plan and repeal Bylaws 40-07 and 04-16.

Carried Unanimously

Bylaw No. 22-23 – adopt the Royal Cubera Local Area Structure Plan and repeal Bylaw 37-15

260-23 Councillor Wanchuk – that Bylaw No. 22-23 be given first reading to adopt the Royal Cubera Local Area Structure Plan and repeal Bylaw 37-15.

Carried Unanimously

Bylaw No. 23-23 – adopt the Northwest Saunders Lake Local Area Structure Plan and repeal Bylaw 27-16

261-23 Councillor Lewis – that Bylaw No. 23-23 be given first reading to adopt the Northwest Saunders Lake Local Area Structure Plan and repeal Bylaw 27-16.

Carried Unanimously

Hollands land donation – Roll 6322400

Director of Community Services Dean Ohnysty provided a recommendation relating to a land donation to the County.

262-23 Mayor Doblanko – that Leduc County Council accept the land donation of 96.47 acres located at SE 19-50-24-W4, Roll 6322400 and, upon receipt of a 2023 appraisal document and a phase one environmental report, satisfactory to the County, provided the Hollands' with a 2023 tax receipt for the fair market value of the land.

Carried Unanimously

Accounts receivable and property tax receivable write-offs

Director of Finance Natasha Wice provided a recommendation for accounts receivable and property tax receivable write-offs.

263-23 Councillor Wanchuk – that Council approve the write-off of the following accounts receivable and property tax receivable balances of \$6,339.10 for the years of 2019 to 2023:

Account No	Outstanding Balances (\$)	Description	Year
22404	3,690.00	Accounts receivable – vehicle fire	2019
22306	2,030.00	Accounts receivable – motor vehicle collision	2019
920300	619.10	Grant-in-lieu of taxes	2023
Total	\$6,339.10		

Carried Unanimously

Request to waive property tax penalty – Roll 3698000

Manager of Accounting Services Christina Kwok provided a recommendation on a request to waive property tax penalties for Tax Roll 3698000.

264-23 Councillor Lewis – that Council deny the request to cancel \$237.29 of tax penalty on Roll 3698000.

Carried Unanimously

Request to waive property tax penalty – Roll 1236000

Manager of Accounting Services Christina Kwok provided a recommendation on a request to waive property tax penalties for Tax Roll 1236000.

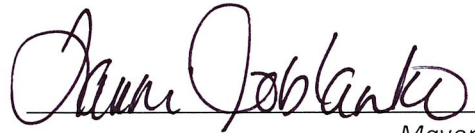
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265-23 Mayor Doblanko – that Council deny the request to cancel \$246.57 of tax penalty on Roll 1236000.

Carried Unanimously

Adjournment

Mayor Doblanko adjourned the meeting at 2:57 p.m.



Mayor



County Manager