



Regular Council Agenda

Leduc County Centre, Nisku, AB
Tuesday, December 12, 2023

1. Order - 1:30 p.m.
2. Adoption of agenda
3. Adoption of previous minutes
 - November 14, 2023 Regular Council meeting ✓
 - 2024 Budget meeting ✓
4. **1:30 p.m. Presentations**
 - a) Public:
 - 1:30 p.m. Erika and Alain Lefevre – New Sarepta Historical Society
 - 1:35 p.m. Douglas and Dorothy Hollands land donation acknowledgement ✓ K. Burnand
 - b) Staff introductions:
 - Road Operations: Richard Pantin, Grader Operator G. Broadbent
 - Enforcement Services: Victor Mahoney, Peace Officer C. Nelson
 - Julie Vizbar: Senior Planner – Regional Planning G. Bain
 - c) Service awards – 5 years:
 - Gary Restau, Information Technology Infrastructure Analyst K. Pudlowski
 - Brooke Fair, Manager - Financial Services N. Wice
5. **1:45 p.m. Public hearings**
 - a) 1:45 p.m. Area Structure Plan Bylaws (2nd and 3rd readings):
 - i) Bylaw No. 21-23 WAM Local Area Structure Plan and repeal Bylaw No. 40-07, as amended Bylaw No. 04-16 ✓ J. Evans and B. Ansaldo
 - ii) Bylaw No. 22-23 Royal Cubera Local Area Structure Plan and repeal Bylaw No. 37-15 ✓
 - iii) Bylaw No. 23-23 Northwest Saunders Lake Area Structure Plan and repeal Bylaw No. 27-16 ✓
 - b) 2:00 p.m. Removal of reserve designations from: ✓ K. Burnand
 - Plan 752 0436, Blk 3, Lot R8 – Roll 63100100, 606 18 Ave Nisku
 - Plan 792 0781, Blk 3, Lot 9MR – Roll 63100110, 608 18 Ave Nisku
 - Plan 752 0436, Blk 3, Lot R16 – Roll 6310180, 609 19 Ave Nisku
 - Plan 752 0436, Blk 3, Lot R17 – Roll 6310190, 605 19 Ave Nisku

Registered Speakers:

 - Chris English, Managing Director – Link Suspensions
 - Sylvia Cheverie – Chartier Restaurant and Mother Earth Bakery
6. **2:15 p.m. Department reports / recommendations**
 - a) 2:15 p.m. Assessment Services

✓ Attachment provided

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| i) | Request adjustment of property taxes due to fire – Rolls 1098100 and 1992010 | ✓ | K. Burnand |
| b) | <u>2:20 p.m.</u> County Manager's office | | |
| i) | Bylaw – Council Code of Conduct and repeal Bylaw No. 21-18 | ✓ | M. Scheidl |
| ii) | Appoint an Ethics Commissioner | ✓ | |
| iii) | Approval of list of facilitators | ✓ | |
| c) | <u>2:40 p.m.</u> Policy approvals | | |
| i) | IT-01 Information Management and Technology – Corporate Services | ✓ | K. Pudlowski |
| ii) | OP-02 Road Use Agreement – Road Operations | ✓ | G. Broadbent |
| iii) | OP-06 Road Ban Exemption Permits for Agriculture – Road Operations | ✓ | G. Broadbent |
| iv) | PG-05 Designated Dust Control – Road Operations | | G. Broadbent |
| v) | FP-03 Debt Management – Finance | ✓ | N. Wice |
| 7. | <u>2:50 p.m.</u> In-camera session - In accordance with Freedom of Information and Protection of Privacy Act (FOIP) | | |
| a) | <u>Engineering</u> – Bridge File 75572 Right of Way Purchase, D. Will and Avillia Developments (S. 24 and 25, FOIP) | ✓ | D. Mryglod |
| b) | <u>County Manager's office</u> – Appoint public members at large – Leduc County Regional Subdivision and Development Appeal Board (S. 24, FOIP) | ✓ | D. Coleman |
| 8. | Business arising from In-camera session | | |
| a) | Bridge File 5572 Right of Way Purchase, D. Will and Avillia Developments | | D. Mryglod |
| b) | Appoint public members at large – Leduc County Regional Subdivision and Development Appeal Board | | D. Coleman |
| 9. | Adjournment | | |



Regular Council Meeting Minutes

*Council Chamber, Leduc County Centre, Nisku, AB
Tuesday, December 12, 2023*

Order and roll call

The meeting was called to order at 1:30 p.m., Tuesday, December 12, 2023 by Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Glenn Belozar, Dal Viridi, Larry Wanchuk and Ray Scobie present.

Staff members

- Duane Coleman, County Manager
- Renee Klimosko, General Manager – Financial and Corporate Services
- Alan Grayston, General Manager – Development and Community Services
- Joyce Gavan, Legislative Coordinator
- Michelle Edgerly, Executive Assistant – County Manager's office

Agenda adoption

266-23 Councillor Belozar -- that the agenda for the December 12, 2023, regular County Council meeting be adopted as circulated.

Carried Unanimously

Previous Minutes

- November 14, 2023 Regular Council meeting

- 2024 Budget meeting

267-23 Councillor Viridi -- that the November 14, 2023 Regular Council minutes be adopted as circulated.

Carried Unanimously

268-23 Councillor Wanchuk -- that the 2024 Budget minutes be adopted as circulated.

Carried Unanimously

Public presentation – New Sarepta Historical Society

Erika Lefevre, on behalf of the New Sarepta Historical Society and members of the New Sarepta community, presented the following:

- 1) This week has been a sad one for the New Sarepta community with the recent passing of John Yardley-Jones, New Sarepta's most ardent fan and international celebrity as a caricature of many politicians and international leaders. A moment of silence was given in memory of John Yardley-Jones.
Request Council to place a book of condolences for John Yardley-Jones in the Leduc County Centre building.
- 2) On Sept. 19, 2023, Director of Community Services Dean Ohnysty contacted the New Sarepta Historical Society (NSHS) about the Recreation and Parks Master Plan which Council voted to be accepted in its entirety on Sept. 12, 2023.

- 3) Although it is an excellent plan, it is noted that consultation with our community before the Plan was accepted by Council would have helped. We were shocked and upset to see that the New Sarepta Yardley Jones Park Concept Plan called for the removal of the iconic Tire and Girdle Co. building.
- 4) The Recreation and Parks Master Plan calls the Tire and Girdle Co. building a “museum” structure. Museums preserve the history, culture and legacy of a society. Why would we destroy it rather than make a substantial effort to preserve such an essential part of our history? Originally the Tire and Girdle Co. building existed only in the creative imagination of Yardley-Jones. It appeared in many newspapers across the country and made New Sarepta famous.
- 5) In the mid-1980s it became reality – built by four members of the New Sarepta village and community for the 25th anniversary of the historic 50 mile walk (1988). Today, this building is there to honour the Yardley-Jones legacy and promotion of our little community.
A professional architect, Mr. Kees Prins – Maltby & Prins Architects, has examined the New Sarepta museum and concludes that the building is in good shape overall and it would be unfortunate with the history of the building and Yardley-Jones, that the building be demolished.
Request that Council reconsider the decision and rescind the motion to accept the plan to remove this building from the Yardley-Jones Park.
- 6) We hope that Council will continue to engage with their residents about matters that concern us. Should Council wish to learn more about the history of New Sarepta, the Yardley-Jones legacy, and the 50 Mile Walk I would be willing to do a presentation on the topic at some later date.

Mayor Doblanko advised Erika Lefevre that administration will review and provide a response.

Public presentation – Douglas and Dorothy Hollands land donation acknowledgement

Manager of Assessment Services Karen Burnand provided an overview of the land donation of 96.47 acres located at SE 19-50-24-W4, Roll 6322400 by Douglas and Dorothy Hollands.

Mayor Doblanko, on behalf of Council and residents of Leduc County, acknowledged Douglas and Dorothy Hollands thanking the Hollands for their generosity and commitment to civic spirit and community.

Douglas and Dorothy Hollands expressed thank you to Council for the framed picture and expressed pleasure in donating this land preserving it to its natural state.

Staff introductions

The following new staff members were introduced to Council:

- Richard Pantin, Grader Operator - Road Operations
- Victor Mahoney, Peace Officer – Enforcement Services
- Julie Vizbar, Senior Planner Regional Planning – Planning and Development

Service awards

The following staff members were recognized for their five year service award:

- Gary Restau, Information Technology Infrastructure Analyst
- Brooke Fair, Manager - Finance



Public Hearing

- **Bylaw No. 21-23 (2nd and 3rd readings) WAM Industrial Park Local Area Structure Plan and repeal Bylaw No. 40-07 as amended Bylaw No. 04-16**
- **Bylaw No. 22-23 Royal Cubera Local Area Structure Plan and repeal Bylaw No. 37-15**
- **Bylaw No. 23-23 Northwest Saunders Lake Area Structure Plan and repeal Bylaw No. 27-16**

Mayor Doblanko called the public hearing to order at 1:49 p.m. with respect to bylaws to repeal and replace the Local Area Structure Plans as noted above.

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 Bylaws No. 21-23, 22-23 and 23-23 to replace the respective Local Area Structure Plan Bylaws, highlighting the following:

- 1) The purpose is to continue the process of updating the Plans that are subordinate to the Nisku Major Employment Centre (MEC) Area Structure Plan by repealing them and replacing them with updated statutory plans.
- 2) The public hearing was advertised on the website starting November 24, as well as in the Leduc Representative on November 24, December 1 and December 8, 2023. The hearing was also promoted on the County's social media channels on November 27-29 and through the public participation opportunities e-newsletter on November 29. Additionally, the proposed update was provided to the Cities of Beaumont and Edmonton for comment on November 17 in accordance with the Intermunicipal Planning Framework (IPF). At the time of this report's preparation there were no inquiries or comments received from the public or external stakeholders regarding any of the proposed bylaws.
- 3) After the report's preparation feedback was received from a member of the public expressing that development in general, residential and commercial, is at a never ending growth rate, for purposes that aren't fully transparent, and having some tangible boundary would bring a sense of stability and peace of mind to people who intend to reside long term in their areas without having the never ending feeling of being encroached upon by endless growth. Having more nature access/parks has been a recent feedback point for the County and feel that should be considered more strongly compared to residential/commercial development. Having more outdoor/nature access like that improves quality of life, contentment, and willingness to dwell in the area, along with high spirits and appreciation for the surrounding area and County.
- 4) 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 bylaws, 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 of 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 1:54 p.m.

Bylaw No. 21-23 (2nd and 3rd readings) WAM Industrial Park Local Area Structure Plan and repeal Bylaw No. 40-07 as amended Bylaw No. 04-16

269-23 Councillor Belozer -- that Bylaw No. 21-23 be given second reading.

Carried Unanimously

270-23 Councillor Wanchuk -- that Bylaw No. 21-23 be given third and final reading.

Carried Unanimously

Bylaw No. 22-23 (2nd and 3rd readings) Royal Cubera Local Area Structure Plan and repeal Bylaw No. 37-15

271-23 Councillor Smith -- that Bylaw No. 22-23 be given second reading.

Carried Unanimously

272-23 Councillor Scobie -- that Bylaw No. 22-23 be given third and final reading.

Carried Unanimously

Bylaw No. 23-23 (2nd and 3rd readings) Northwest Saunders Lake Local Area Structure Plan and repeal Bylaw No. 27-16

273-23 Mayor Doblanko -- that Bylaw No. 23-23 be given second reading.

Carried Unanimously

274-23 Councillor Lewis -- that Bylaw No. 23-23 be given third and final reading.

Carried Unanimously

Douglas and Dorothy Hollands land donation

275-23 Councillor Lewis -- that Leduc County Council accept the land donation of 96.47 acres located at SE 19-50-24-W4, Roll 6322400 and on behalf of all of the residents of Leduc County acknowledge this gift and thank Douglas and Dorothy Hollands for their generosity and commitment to civic spirit and community.

Carried Unanimously

Public Hearing

- Plan 752 0436, Block 3, Lot R8 – Roll 6310100, 606 18 Ave Nisku
- Plan 792 0781, Block 3, Lot 9MR – Roll 6310110, 608 18 Ave Nisku
- Plan 752 0436, Block 3, Lot R16 – Roll 6310180, 609 19 Ave Nisku
- Plan 752 0436, Block 3, Lot R17 – Roll 6310190, 605 19 Ave Nisku

Mayor Doblanko called the public hearing to order at 2:00 p.m. with respect to removal of municipal reserve designations as noted above.

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

Manager of Assessment Services Karen Burnand provided a staff report with respect to the removal of reserve designation that would allow for flexibility in the use of subject properties but does not compel a sale or change in the current utilization of the properties, highlighting the following:

- 1) On September 26, 2023, Council directed administration to advertise to remove the reserve designation from four lots located at and adjacent to the Business Entrepreneur Centre located in Nisku (previously known as the Nisku Recreation Centre) and legally described as noted above.
- 2) Historically, these properties have been utilized for recreation purposes and four out of the six properties in the area have a reserve designation. Leduc County has been utilizing the Business Entrepreneur Centre (BEC), as a business incubator site as well as housing the County's Economic Development offices. Currently, the site has a tenant and there has been interest expressed in further tenancy options.
- 3) The highest and best use of the property may be for more outside leases to utilize the BEC space. In order for Leduc County to explore such options we must remove the reserve designation from Roll 6310100. The other adjacent properties as outlined on the map also have reserve designations. It may be suitable to remove the reserve designations from those properties as well in order to be able to entertain further growth potential on these county owned properties.
- 4) The removal of the reserve designation does not compel the sale of the property or for the current use to change, it merely allows for greater flexibility of use for the property.
- 5) In accordance with S. 606(2) and 674(2) *Municipal Government Act*:
 - A notice of public hearing was published at least once per week for 2 consecutive weeks in the Leduc Representative on November 24 and December 1, 2023.
 - Notification letters were mailed to adjacent landowners on November 14, 2023.
 - Signs were posted on the property indicating the intent to remove the municipal reserve designation.
- 6) The Assessment and Land Management Services Department received five calls to inquire about the purpose of the removal of the designation. Two callers indicated that they supported the continued current uses of the properties. Three callers inquired about the possible future sale of the properties and if they would be publically advertised for sale if Council decided to sell the properties in the future. One email has been received indicating support for the reserve designation to remain on the properties .

Mayor Doblanko asked Council members if they had any questions of administration.

In response to questions by Council, administration advised of the following:

- Large signage was posted at Business Entrepreneur Centre with this map on it. A sign was also posted at the back on the north side of the two treed lots.
- Highest and best use would outline the subject property and determine if it is being used at its best and highest potential in terms of appraisal and assessment. For the purposes of the BEC and being able to fully utilize the space through leased properties that would further that highest and best use concept and operate at its maximum potential.

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

Mayor Doblanko called upon the registered speakers to speak to the subject of the public hearing.



1. Sylvia Cheverie, owner of Chartier Restaurant and Mother Earth Bakery advised she is not opposed to the proposed removal of designation and that she is open to change, noting the following:
 - My family has been in the County for over 100 years, and we have embraced many changes as the farm has adapted its use from farmland to tarmac and presently “Big Mac”.
 - Want to ensure that BEC and the surrounding property has an advocate that passionately articulates the opportunity that lies within the 12 acre green space that’s now up for debate.
 - The BEC is a hidden gem that few if any other industrial parks could say that they have and for anyone who’s been in the trail system at the back, you kind of forget that your surrounded by oil and gas until you hear the beep of equipment in the background.
 - Since being shut down the building has been rediscovered by a new generation that sees the wood beams in sunlit social space with complete admiration and awe.
 - Growing our business into the BEC has been life changing and wish to see this unique space reach its fullest potential and offer my full support in that.
 - The Economic Development team has been working relentlessly to bring a bigger vision and version of this space to life; there is an amazing opportunity for the County to embrace agri-tourism to the Nisku area celebrating the success of oil and gas while still paying tribute to the agricultural roots of our ancestors by using that ±12 acres of green space.
 - Since moving into the BEC we have had this thought process of what we can do to connect to people, people to farms, agriculture as well as food processing. Would like to gather like-minded people who see this vision and see the potential to help Council identify an innovative path forward to utilize this space.
 - I hope that when decisions are being made for this moving forward past this designation change that it’s known that there are advocates and ambassadors and you’ve got me on board and see an opportunity to do something bigger if we can have the time.
 - Implore the County to protect the property because the potential that lies within the property is one that deserves full exploration.
2. Chris English, Managing Director – Link Suspensions, advised that he is in attendance understanding that this was more of an information gathering session on the proposed removal of the subject properties and would like to know what the purpose of the rezoning is advising of the following:
 - His family has owned the property across the street and now LMC General Partners Link Suspensions of Canada now own that, of which I’m the managing director of the company.
 - Absolutely do not want to see any more industrial across the street from us; there is enough industrial zoned property in Nisku.
 - Do not know if in support; if the intention of rezoning is to build new industrial properties across the street from us, then I’m opposed.

Mayor Doblanko called upon anyone else in attendance to speak in support of 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.

Karen Burnand provided the following closing comments in response to questions by Council members:

- The current zoning on these properties is industrial; the removal of the designation does not mean that we must change the current use of it. The two lots to the left are currently utilized as



ball diamonds and they do not have a reserve designation, but they are being utilized as a recreational use.

- Leduc County owns this land, and should it be sold we would go through a development process; Council would be well aware of the impact and we would not sell property without Council's approval.
- Reserve designations on properties do limit the kind of use and the intention is for those properties to be utilized by a municipality or a recreation department. We are adhering as the Economic Development department is housed at the BEC.
- Long term leases of publicly municipally owned properties should not have a reserve designation. The removal would allow greater flexibility for those uses in terms of further development of agri-tourism as earlier mentioned.
- There is more opportunity for partnerships in the use of the land with no reserve designation.
- While operating at the BEC and looking for leases and going through legal channels it was recommended to remove the reserve designation. From a financial perspective any other groups or agencies that are looking at going through financing when there's a reserve there is a bit of uncertainty.

Conclude public hearing

Mayor Doblanko concluded the public hearing at 2:22 p.m.

Removal of municipal reserve designation from:

- Plan 752 0436, Block 3, Lot R8 – Roll 6310100, 606 18 Ave Nisku
- Plan 792 0781, Block 3, Lot 9MR – Roll 6310110, 608 18 Ave Nisku
- Plan 752 0436, Block 3, Lot R16 – Roll 6310180, 609 19 Ave Nisku
- Plan 752 0436, Block 3, Lot R17 – Roll 6310190, 605 19 Ave Nisku

276-23 Mayor Doblanko -- that as per Section 675(1) of the *Municipal Government Act*, Council directs the County Manager to notify the Registrar that the provisions of Part 17, Division 9 of the *MGA* have been complied with and request the Registrar to remove the designation of one or more of the municipal reserve from the County properties legally described as:

- Plan 752 0436, Block 3, Lot R8 – Roll 6310100, 606 18 Ave Nisku
- Plan 792 0781, Block 3, Lot 9MR – Roll 6310110, 608 18 Ave Nisku
- Plan 752 0436, Block 3, Lot R16 – Roll 6310180, 609 19 Ave Nisku
- Plan 752 0436, Block 3, Lot R17 – Roll 6310190, 605 19 Ave Nisku

Carried Unanimously

Request adjustment of property taxes due to fire – Rolls 1098100 and 1992010

Manager of Assessment Services Karen Burnand provided a recommendation for an adjustment of property taxes due to a fire on tax Rolls 1098100 and 1992010.

277-23 Councillor Belozor – that Council approve the refund of the prorated portion of taxes to account for the time that the improvements destroyed by the fire were not on the property and calculated as follows:

- Tax Roll 1098100 - \$592.01
- Tax Roll 1992010 - \$252.43

Carried Unanimously

AP

Bylaw - Council Code of Conduct and repeal Bylaw No. 21-18

278-23 Councillor Smith – that consideration of the proposed Council Code of Conduct bylaw be referred back to administration to provide a statement of clarification within the bylaw that the public cannot lodge a complaint.

Carried Unanimously

Councillor Lewis

Councillor Lewis exited the council chamber at 2:55 p.m. for personal reasons.

Policy approval – IT-01 Information Management and Technology - Corporate Services

Director of Corporate Services Kent Pudlowski provided a recommendation for approval of the revised Policy IT-01 Information Management and Technology.

279-23 Mayor Doblanko – that Council approve the revised IT-01 Information Management and Technology Policy as recommended by the Municipal Policy Review Committee.

Carried Unanimously

Policy approval – OP-02 Road Use Agreement – Road Operations

Director of Road Operations and Agricultural Services Garrett Broadbent provided a recommendation for approval of the revised Policy OP-02 Road Use Agreement.

280-23 Councillor Belozor – that Council approves the revised OP-02 Road Use Agreement Policy as recommended by the Municipal Policy Review Committee.

Carried Unanimously

Policy approval – OP-06 Road Ban Exemption Permits for Agriculture – Road Operations

Director of Road Operations and Agricultural Services Garrett Broadbent provided a recommendation for approval of the revised Policy OP-06 Road Ban Exemption Permits for Agriculture.

281-23 Councillor Scobie – that Council approve the revised OP-06 Road Ban Exemption Permits for Agriculture Policy as recommended by the Municipal Policy Review Committee.

Carried Unanimously

Policy approval – PG-05 Designated Dust Control - Road Operations

Manager of Road Operations and Agricultural Services Garrett Broadbent provided a recommendation for approval of the revised Policy PG-05 Designated Dust Control.

282-23 Mayor Doblanko – that Council approve the revised PG-05 Designated Dust Control Policy as recommended by the Municipal Policy Review Committee.

Carried Unanimously

Policy approval – FP-03 Debt Management - Finance

Manager of Finance Natasha Wice provided a recommendation for approval of Policy FP-03 Debt Management.

283-23 Councillor Smith – that Council approve the revised FP-03 Debt Management Policy as recommended by the Municipal Policy Review Committee.

Carried Unanimously

In-Camera session

284-23 Councillor Virdi -- that Council meet in-camera in accordance with the *Freedom of Information and Protection of Privacy (FOIP) Act* to discuss the following:

- i) Bridge File 75572 Right of Way Purchase, D. Will and Avillia Developments (*s. 24 and 25, FOIP*).
- ii) Appointment of public members at large – Leduc County Regional Subdivision and Development Appeal Board (*S. 24, FOIP*).

Carried Unanimously

The in-camera session commenced at 3:06 p.m.

Revert to Regular Council open session

285-23 Councillor Belozer -- that the in-camera session revert to the Regular Council open session.

Carried Unanimously

The in-camera session reverted to the open session at 3:14 p.m.

Business arising from In-camera session – Bridge File 75572 Right of Way Purchase, D. Will and Avillia Developments

286-23 Councillor Viridi – that administration completes the purchase of 0.12 acres (0.05 hectares) of property as road right of way and obtaining 0.40 acres (0.16 hectares) of temporary working space for the bridge replacement from NE ¼ 26-49-27-W4 for \$4,800 and from the NW ¼ 25-49-27-W4 for \$4,500.

Carried Unanimously

Business arising from In-camera session – Appoint public members at large – Leduc County Regional Subdivision and Development Appeal Board

287-23 Councillor Viridi – that approve the following public members at large on the Leduc County Subdivision and Development Appeal Board for a three year term expiring Dec. 31, 2026:

- Mary-Ann McDonald
- Pat Rudiger
- Rick Thomas

Carried Unanimously

Adjournment

Mayor Doblanko adjourned the meeting at 3:17 p.m.



Mayor



County Manager