



**REGULAR COUNCIL  
MEETING AGENDA  
Tuesday, December 11, 2018**

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1. **ORDER** – 1:30 p.m.
2. **ADOPTION OF AGENDA**
3. **ADOPTION OF PREVIOUS MINUTES**  
- Regular Council Meeting – December 4, 2018 √
4. **1:30 p.m. - PUBLIC PRESENTATIONS**
  - a) Public
  - b) **Staff Introductions**
    - Victor Goodman, Manager of Economic Development
    - Gary Restau, IT Helpdesk Administrator
  - c) Recognition of Staff Years of Service
5. **DEPARTMENT REPORTS / RECOMMENDATIONS**
  - a) **1:35 p.m. Finance**
    - i) Tax & Penalty Write-Offs √ Natasha Wice
  - b) **1:45 p.m. Planning & Development**
    - i) Direct Control Application D18-275 – Operation of a School Bus Business: Automotive Equipment Repair & Outdoor Storage (for school buses), Graylo Enterprises Ltd./Spurrell √ Colin Richards
    - ii) Economic Development √ Grant Bain  
Grant Bain
    - iii) Edmonton Metropolitan Region Board Update
  - c) **2:00 p.m. Public Works & Engineering**
    - i) Approval of Policies:
      - PG-03 Snow Clearing – County Roads Policy √ Des / Darrell Stone
      - PG-04 Snow Clearing – Private Driveways Policy √ Des / Darrell Stone
      - Rescind PG-05 Snow Removal – Additional Resources Policy √ Des / Darrell Stone
      - PG-07 Brushing on County Rights-of-Way Policy √ Des / Darrell Stone
6. **NEW BUSINESS**
  - a) Review of Scheduled Meeting Dates – 2019 √ Duane Coleman
  - b) Bylaw – 2019 Fees & Charges and Rescind Bylaw No. 18-18 √
  - c) Bylaw – 2019 Fees & Charges for Utility Services and Rescind Bylaw No. 03-18 √
7. **COUNCILLOR COMMITTEE REPORTS**

√ Attachment Provided

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**MISSION: Leduc County is dedicated to serving its citizens and will create an enhanced quality of life through effective leadership, committed partnerships and open, transparent communication.**

**MINUTES OF THE REGULAR COUNTY COUNCIL MEETING, LEDUC COUNTY, HELD ON TUESDAY, DECEMBER 11, 2018 IN THE COUNCIL CHAMBER OF THE COUNTY CENTRE BUILDING, NISKU, ALBERTA.**

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**Order and Roll Call**

The meeting was called to order at 1:30 p.m., Tuesday, December 11, 2018 by Mayor Tanni Doblanko as Chair with Council Members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk, Glenn Belozar and Ray Scobie present.

Also present were:

- Duane Coleman, County Manager
- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager of Financial and Corporate Services
- Grant Bain, Director of Planning & Development
- Joyce Gavan, Recording Secretary
- Victor Goodman, Manager of Economic Development
- Gary Restau, Information Technology Helpdesk Administrator
- Rob Kainz, Manager of Information Technology
- Roseanne Hall, Director of Corporate Services
- Dean Ohnysty, Director of Community Services
- Carol Tabone, Early Bridges and FASD Coordinator
- Darlene Ede, Early Years Mentor, F.C.S.S.
- Natasha Wice, Director of Finance
- Karen Burnand, Manager of Assessment Services
- Brad Hurt, Assessor

Present as well was one other individual.

**Agenda Adoption**

**511-18** Councillor Belozar -- that the agenda for the December 11, 2018 Regular County Council meeting be adopted as circulated.

Carried Unanimously

**Previous Minutes - Regular Meeting – December 4, 2018**

**512-18** Councillor Lewis -- that the December 4, 2018 regular meeting minutes be confirmed as circulated.

Carried Unanimously

**Public Presentation**

Mayor Doblanko asked if there was anyone in attendance to provide a public presentation.

Dr. Wayne Steinke, Leduc County resident at 49253 RR 235; Certified Organic Potato Farmer, provided the following with respect to Cannabis Micrograms:

- Presently operate as a certified organic potato farmer and are looking at growing cannabis.
- Would like to get some distinction between a licensed producer and micro-grow operator.
- There is a concern with the use of water with micro-grow use; would like clarification.
- Have met with staff in Planning & Development department to obtain clarification on a number of items with the County's bylaw relating to cannabis use; will meet further with staff to obtain clarification and determine whether an application would qualify.



Mayor Doblanko indicated that Dr. Steinke will continue to meet with the current planning staff to obtain clarity in proceeding with his application.

Dr. Steinke and One Individual

Dr. Steinke and one individual exited the Council Chamber at 1:38 p.m.

Mrs. Candie, Mrs. Haverland and Two Individuals

Mrs. Megan Candie, Communications Coordinator; Mrs. Charlene Haverland, Manager of Development Services; and two individuals entered the Council Chamber at 1:39 p.m.

**Staff Introductions**

The following individuals were introduced to Council Members:

- Victor Goodman, Manager of Economic Development
- Gary Restau, Information Technology Helpdesk Administrator

Messrs. Kainz, Goodman and Restau

Messrs. Kainz, Goodman and Restau exited the Council Chamber at 1:41 p.m.

**Recognition of Staff Years of Service Presentations**

The following staff members were presented with Years of Service Awards as follows:

Five Years Service

- Darlene Ede, F.C.S.S. Early Years Mentor

Ten Years Service

- Brad Hurt, Assessor

Mr. Mryglod

Mr. Des Mryglod, Director of Public Works & Engineering, entered the Council Chamber at 1:44 p.m.

Mrs. Ede; Messrs. Ohnysty and Hurt

Mrs. Ede, Messrs. Ohnysty and Hurt exited the Council Chamber at 1:45 p.m.

**Tax & Penalty Write-Offs**

Mrs. Natasha Wice, Director of Finance, provided a staff recommendation for write-off of tax account balances from the years 2014 to 2018.

**513-18** Councillor Smith -- that Leduc County Council approves the following write-off's in 2018 for tax account balances from the years 2014 to 2018 in the amount of \$70,075.38:

<b>Roll No.</b>	<b>Tax Levy</b>	<b>Penalty</b>	<b>Total Balance</b>	<b>Description</b>
8814100	8,549.56	2,930.47	\$ 11,480.03	2016-2017 Assessment Linear Tax Provincial
8885200	6,560.23	3,509.98	\$ 10,070.21	2014-2017 Assessment Linear Tax Provincial
8890410	21,213.18	6,965.81	\$ 28,178.99	2016-2018 Assessment Linear Tax Provincial

8905100	332.54	87.28	\$ 419.82	2017 Assessment Linear Tax Provincial
8516051	652.96	139.42	\$ 792.38	2016-2018 Tax & Penalty (Uncollected/Orphan Well)
8577005	133.16	55.74	\$ 188.90	2016 Tax & Penalty (Uncollectable/Orphan Well)
8577007	249.39	104.36	\$ 353.75	2016 Tax & Penalty (Uncollectable/Orphan Well)
8656002	1,914.47	482.70	\$ 2,397.17	2016-2018 Tax & Penalty (Uncollectable/Orphan Well)
8656003	2,072.17	409.62	\$ 2,481.79	2016-2018 Tax & Penalty (Uncollectable/Orphan Well)
8656004	2,512.84	655.44	\$ 3,168.28	2016-2018 Tax & Penalty (Uncollectable/Orphan Well)
8656005	824.37	269.96	\$ 1,094.33	2016-2018 Tax & Penalty (Uncollectable/Orphan Well)
8681000	170.92	71.53	\$ 242.45	2016 Tax & Penalty (Uncollectable/Orphan Well)
8709001	1,491.02	472.51	\$ 1,963.53	2016-2018 Tax & Penalty (Uncollectable/Orphan Well)
8717005	334.53	41.35	\$ 375.88	2018 Tax & Penalty (Uncollectable/Orphan Well)
8717015	122.97	15.20	\$ 138.17	2018 Tax & Penalty (Uncollectable/Orphan Well)
8732008	91.85	38.43	\$ 130.28	2016 Tax & Penalty (Uncollectable/Orphan Well)
8732021	197.62	82.71	\$ 280.33	2016 Tax & Penalty (Uncollectable/Orphan Well)
8763000	468.28	76.31	\$ 544.59	2016-2017 Tax & Penalty (Uncollectable/Orphan Well)
8880020	3,596.79	703.60	\$ 4,300.39	2017-2018 Tax & Penalty Assessment Linear Tax Provincial no financial means
8942100	1,060.24	413.87	\$ 1,474.11	2015-2018 Tax & Penalty (Cannot be located)
	<b>\$52,549.09</b>	<b>\$ 17,526.29</b>	<b>\$ 70,075.38</b>	

Carried Unanimously

Mrs. Wice and Mrs. Burnand

Mrs. Wice and Mrs. Burnand exited the Council Chamber at 1:48 p.m.

**Development Permit Application D18-275 (Direct Control) – Operation of a School Bus Business – Automotive Equipment Repair & Outdoor Storage (for School Buses only) – Lot 3, Plan 3833 RS, Pt. NE 11-50-24-W4, Graylo Enterprises Ltd./Greg & Lorraine Spurrell**

Mr. Colin Richards, Team Lead Development, provided a staff report with respect to Development Permit Application D18-275 for the operation of a school bus business by Graylo Enterprises Ltd./Greg & Lorraine Spurrell.

**514-18** Councillor Belozer -- that Leduc County Council approves Development Permit Application D18-275 by Graylo Enterprises Ltd./Greg & Lorraine Spurrell for the operation of a school bus business: automotive equipment repair and outdoor storage (for school buses only) on Lot 3, Plan 3833 RS, Pt. NE 11-50-24-W4, subject to the following conditions:

1. Approval is granted based on the information provided by the applicant for the proposed development only and no other development.
2. The proposed development, including the storage of all school buses, shall be located solely within the defined Direct Control area as delineated on the approved site plan.
3. The proposed development shall be operated in accordance with the approved business information sheet submitted by the applicant.
4. There shall be no more than 20 school buses associated with the approved development.
5. There shall be no more than 10 school buses associated with the business being off the premises and utilized for transportation purposes at any given time.
6. The approved development shall provide school services only, and at no point shall be used for private hire, or any other non-school related use(s).
7. School bus movements shall operate in accordance with the submitted "bus departure and return time" information provided by the applicant (or as may vary slightly from time-to-time in accordance with school schedules). Any significant departure from this schedule shall require approval through a separate development permit.
8. Onsite school bus repair and maintenance shall only be undertaken within the approved shop, as delineated on the approved Site Plan. Repair and maintenance shall be strictly limited to school buses associated with the approved business only. At no time shall any vehicle(s) not directly associated with the approved business be permitted to undertake repair or maintenance on the property (with the exception of the landowners personal vehicles).
9. There shall be a minimum of 12 parking stalls provided for the use of school bus drivers and staff of the approved business. These shall be located within the defined boundary of the Direct Control Designation.
10. No school buses, or staff vehicles shall park within 7.5 metres of the boundary of adjacent properties, or within any other required setbacks of Direct Control District.
11. With the exception of the storage of the approved 20 school buses, there shall be no outdoor storage of goods, equipment or materials, without the approval of a separate development permit.
12. The approved business shall not impose any impact on the community, such as noise, smoke, steam, odor, dust, vibration, glare or traffic that is offensive or excessive in the opinion of the Development Authority.
13. The site shall be maintained in a neat and orderly manner including the containment of all construction materials and refuse, to the satisfaction of the Development Authority.
14. The development shall not cause any adverse drainage impact on adjacent properties or flooding of nearby ditches in excess of their capabilities.
15. All new accesses, approaches or upgrades, including driveways required off of a Leduc County public roadway, as a result of the development shall first require an Access Application to be provided to the satisfaction of, and approved by Leduc County Public Works and Engineering.

16. No further development, expansion or change in use is permitted unless approved by Leduc County.

Carried Unanimously

Mrs. Haverland; Mr. Richards and Two Individuals

Mrs. Haverland; Mr. Richards and two individuals exited the Council Chamber at 2:02 p.m.

### **Economic Development**

**515-18** Councillor Lewis -- that Leduc County Council approves the following:

- 1) that Leduc County Council approves the action outlined in Attachment A; and
- 2) that, pursuant to Sections 21 and 24 of the Freedom of Information and Protection of Privacy Act, the contents of Attachment A remain in private until a future time to be determined by the County Manager.

Carried Unanimously

### **Edmonton Metropolitan Region Board Update**

Mr. Grant Bain, Director of Planning and Development, provided an update on the activities of the Edmonton Metropolitan Region Board.

**516-18** Councillor Wanchuk -- that Leduc County Council receives as information the update on the Edmonton Metropolitan Region Board.

Carried Unanimously

### **Public Works Policies**

Mr. Des Mryglod, Director of Public Works & Engineering, provided staff recommendations relating to the following Public Works policies:

- PG-03 Snow Clearing – County Roads;
- PG-04 Snow Clearing – Private Driveways;
- PG-07 Brushing on County Rights-of-Way; and
- Rescind Policy PG-05 Snow Removal – Additional Resources Policy.

### **Policy PG-03 Snow Clearing – County Roads; and Policy PG-04 Snow Clearing – Private Driveways**

**517-18** Councillor Lewis -- that Leduc County Council refers to administration the following policies for implementation of recommended changes and bring back to the Municipal Policy Review Committee for consideration:

- PG-03 Snow Clearing – County Roads; and
- PG-04 Snow Clearing – Private Driveways.

Carried Unanimously

### **PG-05 Snow Removal – Additional Resources**

**518-18** Councillor Vandenberghe -- that Leduc County Council rescinds Policy PG-05 Snow Removal – Additional Resources, as presented.

Carried Unanimously

**PG-07 Brushing on County Rights-of-Way Policy**

**519-18** Councillor Wanchuk -- that Leduc County Council approves Policy PG-07 Brushing on County Rights-of-Way, as presented.

Carried Unanimously

Mr. Mryglod

Mr. Mryglod exited the Council Chamber at 2:23 p.m.

**Review of Scheduled Meeting Dates - 2019**

**520-18** Councillor Lewis -- that Leduc County Council approves the adjusted scheduled meeting dates for 2019 & January, 2020) as follows:

	<b>Recommendation for Date Change or Cancellation</b>
<b>Committee of Whole &amp; Regular Council</b>	
➤ January 22 ( <i>ASB Conference Calgary</i> )	➤ Cancel
➤ August 6 ( <i>Summer Break</i> )	➤ Cancel
➤ August 13 ( <i>Summer Break</i> )	➤ Cancel
➤ November 12 ( <i>RMA Convention</i> )	➤ Cancel
➤ December 24 ( <i>Christmas Schedule</i> )	➤ Cancel
➤ January 7, 2020 ( <i>Christmas Schedule</i> )	➤ Cancel
<b>Council Workshop</b>	
➤ January 24 ( <i>ASB Conference Calgary</i> )	➤ Cancel
➤ March 19 ( <i>RMA Spring Convention</i> )	➤ Cancel
➤ December 26 ( <i>Christmas Schedule</i> )	➤ Cancel

and further:

- 1) that the January 24, 2019 Municipal Policy Review Committee meeting be rescheduled from January 24<sup>th</sup> to January 31<sup>st</sup>, 2019 due to the Agricultural Service Board Conference; and
- 2) that the 2019 Organizational meeting be scheduled on October 22<sup>nd</sup>, 2019, commencing at 9:00 a.m.

Carried Unanimously

**Bylaw No. 36-18 – 2019 Fees & Charges Schedule and Rescind Bylaw 18-18**

**521-18** Councillor Smith -- that Bylaw No. 36-18 be given first reading to establish and revise the 2019 Fees & Charges Schedule and that Bylaw No. 18-18 be rescinded, effective January 1, 2019.

Carried Unanimously

**522-18** Councillor Belozer -- that Bylaw No. 36-18 be given second reading.

Carried Unanimously

**523-18** Councillor Lewis -- that Bylaw No. 36-18 be given third reading with the unanimous consent of the Council Members present.

Carried Unanimously

**524-18** Councillor Scobie -- that Bylaw No. 36-18 be given third reading.

Carried Unanimously

**Bylaw No. 37-18 – 2019 Utilities Services Fees & Charges Schedule and Rescind Bylaw 03-18**

**525-18** Councillor Vandenberghe -- that Bylaw No. 37-18 be given first reading to establish the 2019 Utility Services Fees & Charges Schedule and that Bylaw No. 03-18 be rescinded, effective January 1, 2019.

Carried Unanimously

**526-18** Councillor Belozer -- that Bylaw No. 37-18 be given second reading.

Carried Unanimously

**527-18** Councillor Vandenberghe -- that Bylaw No. 37-18 be given third reading with the unanimous consent of the Council Members present.

Carried Unanimously

**528-18** Councillor Lewis -- that Bylaw No. 37-18 be given third reading.

Carried Unanimously

**Councillor Committee Report**

There were no Councillor Committee reports.

**Information Items**

**529-18** Councillor Wanchuk -- that the following correspondence be received as information:

- 1) November 27, 2018 Order in Council 359/2018 – Annexation of certain lands to the City of Edmonton.
- 2) Summary of Mayor and Councillors activities for November, 2018.

Carried Unanimously

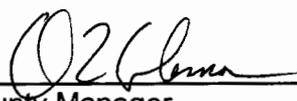
**Adjournment**

**530-18** Councillor Scobie -- that the Regular County Council meeting be adjourned.

Carried Unanimously

The Regular Council meeting concluded at 2:31 p.m.

  
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Mayor

  
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County Manager