



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

1. **ORDER** – 1:30 p.m.
2. **ADOPTION OF AGENDA**
3. **ADOPTION OF PREVIOUS MINUTES**
 - Regular Council Meeting – September 4, 2018 ✓
4. **1:30 p.m. - PUBLIC PRESENTATIONS**
 - a) Public
 - b) **Staff Introductions:**
 - Jennifer Batchoun, Administrative Assistant, Long Range Planning Jordan Evans
 - Keven Lefebvre, Fire Chief Rick Thomas
 - Louise Giroux, Parent Mentor Loretta Hannah
 - c) **1:35 p.m. Presentation: Dawn Gavin and Janet Guthrie, Sport Tourism Coordinator – Curl 4 Canada Event** ✓
5. **DEPARTMENT REPORTS / RECOMMENDATIONS**
 - a) **1:45 p.m. Finance** Natasha Wice
 - i) 2018 Tax Collection Report ✓
 - ii) Offsite Developer Levy Reserve Transfer ✓
 - b) **2:00 p.m. Planning & Development**
 - i) **2:00 p.m. Public Hearing** – Amend New Sarepta Land Use Bylaw 216 – Redistrict Residential (R-3) District to Urban Services (U-3) District, LA18-006 Lot 13, Block 1, Plan 1821616, Pt. NE 33-49-22-W4, Leduc County ✓ Dave Desimone
 - ii) Direct Control Application D18-148 – 12 Bay Industrial Building, Nisku Industrial Park, Brian Allsopp Architects Ltd., ✓ Colin Richards
 - iii) Intermunicipal Collaboration Framework (ICF) and Intermunicipal Development Plan (IDP) Agreements with Leduc County and Summer Village of Golden Days ✓ Jordan & Julie
 - iv) Edmonton Metropolitan Region Board Update Grant Bain
6. **NEW BUSINESS**
 - a) **2:15 p.m. Corporate Services** - Policy HS-01 Health, Safety & Wellness ✓ Brandy-Lee Forbes
 - b) Policy CM-03 Proclamations ✓

REGULAR COUNCIL MEETING AGENDA
Tuesday, August 28, 2018

7. COUNCILLOR COMMITTEE REPORTS

- a) Alberta Coordinated Action for Recycling Enterprises (CARE) Conference
- b)

Councillors Lewis and
Belozer

8. INFORMATION ITEMS

- a)

9. ADJOURNMENT

√ 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, SEPTEMBER 11, 2018 IN THE COUNCIL CHAMBER OF THE COUNTY CENTRE BUILDING, NISKU, ALBERTA.

Order and Roll Call

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

Also present were:

- Duane Coleman, County Manager
- Rick Thomas, Deputy County Manager
- Renee Klimosko, General Manager of Financial and Corporate Services
- Joyce Gavan, Recording Secretary
- Jordan Evans, Manager of Long Range Planning
- Jennifer Batchoun, Administrative Assistant - Long Range Planning
- Keven Lefebvre, Leduc County Fire Chief
- Louise Giroux, Parent Mentor, F.C.S.S.
- Loretta Hannah, Early Years and Parent Link Coordinator, F.C.S.S.
- Lindsay Chambers, Communications Coordinator

Present as well was one other individual.

Agenda Adoption

358-18 Councillor Wanchuk -- that the agenda for the September 11, 2018 Regular County Council meeting be adopted as circulated with re-ordering for the timing of presentation of the Curl 4 Canada Event to later in the meeting.

Carried Unanimously

Previous Minutes - Regular Meeting – September 4, 2018

359-18 Councillor Lewis -- that the September 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, and there was no one.

Mrs. Wice

Mrs. Natasha Wice, Director of Finance, entered the Council Chamber at 1:33 p.m.

Staff Introductions

The following staff were introduced to Council Members:

- Jennifer Batchoun, Administrative Assistant Long Range Planning
- Keven Lefebvre, Fire Chief
- Louise Giroux, Parent Mentor, Family & Community Support Services

Mrs. Batchoun, Mr. Lefebvre, Mrs. Hannah and Ms. Giroux

Mrs. Batchoun, Mr. Lefebvre and Mrs. Hannah and Ms. Giroux exited the Council Chamber at 1:36 p.m.

Ms. Gavin and Ms. Guthrie

Ms. Dawn Gavin and Janet Guthrie, Curl 4 Canada Event, entered the Council Chamber at 1:40 p.m.

2018 Tax Collection Report

Mrs. Natasha Wice, Director of Finance, provided a staff report on the 2018 Tax Collections.

360-18 Councillor Scobie -- that Leduc County Council receives as information the 2018 Tax Collection Report as presented.

Carried Unanimously

Offsite Developer Levy Reserve Transfer

Mrs. Natasha Wice, Director of Finance, provided a staff report on the Offsite Developer Levy Reserve Transfers.

361-18 Councillor Smith -- that Leduc County Council approves the transfer of the following capital reserves to deferred revenue in order to comply with Public Sector Accounting Standards:

- 1) Capital Statutory Offsite Levy Water Reserve - \$12,980,082.04
- 2) Capital Statutory Offsite Levy Sewer Reserve - 6,024.16
- 3) Capital Statutory Offsite Levy Roads Reserve - 5,969,875.42

Carried Unanimously

Mrs. Wice

Mrs. Wice exited the Council Chamber at 1:44 p.m.

Presentation – Curl 4 Canada Event

Ms. Dawn Gavin and Janet Guthrie, Sport Tourism Coordinators, provided a PowerPoint Presentation on the Curl 4 Canada Event held March 24 – April 1, 2018.

Mrs. Haverland and Mr. Desimone

Mrs. Charlene Haverland, Manager of Development Services; and Mr. Dave Desimone, Senior Planner, entered the Council Chamber at 1:50 p.m.

362-18 Councillor Belozer -- that the presentation on the Curl 4 Canada event held March 24 – April 1, 2018, be received as information.

Carried Unanimously

Ms. Gavin and Ms. Guthrie

Ms. Gavin and Ms. Guthrie exited the Council Chamber at 2:02 p.m.

Mrs. Hall; Mrs. Girard; Mrs. Forbes and One Individual

Mrs. Roseanne Hall, Director of Corporate Services; Mrs. Roxanne Girard, Human Resources Coordinator; and Mrs. Brandy Lee-Forbes, Health and Safety Coordinator, entered the Council Chamber at 2:03 p.m.

Public Hearing – Proposed Amendment to New Sarepta Land Use Bylaw No. 216 – Redistrict Residential (R-3) District to Urban Services (U-3) District, LA18-006 – Lot 13, Block 1, Plan 1821616, Pt. NE 33-49-22-W4, Leduc County

Mayor Doblanko convened the Public Hearing at 2:04 p.m. with respect to the proposed amendments to the New Sarepta Land Use Bylaw 216.

Mr. Richards

Mr. Colin Richards, Team Lead Development, entered the Council Chamber at 2:05 p.m.

Mayor Doblanko called upon Administration staff to provide background information.

Mr. Dave Desimone, Senior Planner, provided a staff report with respect to the proposed amendments to the New Sarepta Land Use Bylaw 216 for the redistricting from Residential (R-3) District to Urban Services (U-S) District, highlighting the following:

- An amendment application was received to redistrict the subject lands with a titled area of +0.225 ha (+0.55 ac) from the Residential (R-3) District to Urban Services (U-S) District to allow for the expansion of the New Sarepta Fire Station. The subject lands are undeveloped.
- The subject lands are located off Centre Street north of the intersection at Centre Avenue in the Hamlet of New Sarepta, directly north and adjacent to the existing New Sarepta Fire Station. The subject lands are currently districted R-3 Residential in the Village of New Sarepta Land Use Bylaw 216.
- The New Sarepta Fire Station service area includes all lands east of Range Road 234 including the hamlet of New Sarepta. The New Sarepta Fire Station, which is managed and operated by Leduc County, provides fire protection to 45% of the population of Leduc County.
- The purpose of the proposed amendment is to facilitate the expansion of the New Sarepta Fire Station to permit the construction of a new bay and additional indoor storage. The Urban Services (U-S) District contains “Fire Hall” as a discretionary land use within the District’s regulations. Following the redistricting of the subject lands to the Urban Services (U-S) district, an application for a development permit for the expansion of the New Sarepta Fire Station may be considered.
- The New Sarepta Area Structure Plan (NSASP) identifies the area of the subject lands within the Recreational/Protected Area and identified a potential wetland area within the site. Policy 5.1.1 of the NSASP stipulates development within the plan area may require supporting studies such as bio-physical assessments, environmental impact assessments and any such similar studies as are required by Leduc County prior to development approval. A wetlands assessment has been completed for the site and an application to Alberta Environment to reclaim the wetlands that are on the property is currently in progress. A topographic survey and geotechnical investigation will be completed prior to development, with construction scheduled to start in spring/summer of 2019.
- Planning Objective 7.1.6 of the Leduc County Municipal Development Plan is to continue to maintain a high standard of protective services in the County. As part of this objective, Planning Policy 7.2.15 states the County supports the efforts of the institutions dealing with personal and property protection (police, fire, ambulance) and will endeavor to maintain a level of services acceptable to the County’s residents, bearing in mind the cost of such services. Administration is of the opinion that the proposed amendment and stated use is reflective of these objectives and policies of the Municipal Development Plan.
- The notice of Public Hearing was advertised in accordance with the provisions of the Municipal Government Act (MGA). The application was also referred to adjacent landowners within the Hamlet of New Sarepta, affected agencies and caveators on title. There had been no concerns made in respect to the application.



- After reviewing the proposal in conjunction with the County's key planning documents and a review of the site and its surroundings, County administration supports an amendment to redistrict the subject lands as Urban (U-S) Services.
- The redistricting application is in compliance with the Edmonton Metropolitan Region Growth Plan (EMRGP), Municipal Development Plan (MDP) and the Village of New Sarepta Land Use Bylaw (216).
- Staff recommends the Leduc County Council gives first, second and third readings to the proposed Land Use Bylaw amendment.

Mayor Doblanko asked Council Members if they had any questions for Administration.

In response to questions by Council Members, the following information was provided:

- Clarification was provided on the wet portion of the subject lands and in accordance with Alberta Environment requirements.
- There was an engagement process in the fall of 2017 and no issues have been received from immediate adjacent landowners.

Mayor Doblanko asked if there were any further correspondence, and there was none.

Mayor Doblanko called upon Leduc County administration to speak to the application.

Mr. Rick Thomas, Deputy County Manager, provided a summary of activities prior to this application.

Mayor Doblanko called upon anyone in attendance to speak to the proposed amendments to New Sarepta Land Use Bylaw 216, and there was no one.

Mayor Doblanko asked if there were any further questions by Council Members for clarification, and there were none.

Mayor Doblanko asked if there were any final comments by administrative staff, and there were none.

Conclude Public Hearing

Mayor Doblanko concluded the Public Hearing at 2:10 p.m.

Mr. Evans and Mrs. Vizbar

Mr. Jordan Evans, Manager of Long Range Planning; and Mrs. Julie Vizbar, Planner 1, entered the Council Chamber at 2:11 p.m.

Bylaw No. 26-18 – Amendment to New Sarepta Land Use Bylaw No. 216 - Redistrict Residential (R-3) District to Urban Services (U-3) District, LA18-006 – Lot 13, Block 1, Plan 1821616, Pt. NE 33-49-22-W4, Leduc County

363-18 Councilor Vandenberghe – that Bylaw No. 26-18 be given first reading to amend the New Sarepta Land Use Bylaw 216 as follows:

- 1) That those lands described as Pt. NE 33-49-22-W4; Lot 13, Block 1, Plan 1821616 affecting ± 0.225 ha (± 0.55 ac) be redistricted from the Residential (R-3) District to the Urban Services (U-S) District

Carried Unanimously

364-18 Councilor Belozer – that Bylaw No. 26-18 be given second reading.

Carried Unanimously

365-18 Councilor Smith – that Bylaw No. 26-18 be given third reading with the unanimous consent of the Council Members present.

Carried Unanimously

366-18 Councilor Lewis – that Bylaw No. 26-18 be given third reading.

Carried Unanimously

Direct Control Application D18-148 – 12 Bay Industrial Building – Lot 22, Block 1, Plan 1821673, Pt. NW 30-50-24-W4, Nisku Industrial Park, Brian Allsopp Architects Ltd.

Mr. Colin Richards, Team Lead Development, provided a staff report with respect to the Direct Control Application D18-148 by Brian Allsopp Architects Ltd. for the proposed construction of a building which will consist of 12 individual bays to offer individual tenants employment space for a range of business to industrial uses within the Nisku Industrial Park.

367-18 Mayor Doblanko -- that Leduc County Council approves Development Permit Application D18-148 by Brian Allsopp Architects Ltd. for the proposed construction of a building which will consist of 12 individual bays to offer individual tenants employment space for a range of business to industrial uses located on Lot 22, Block 1, Plan 1821673, Pt. NW 30-50-24-W4 within the Nisku Industrial Park, subject to the following conditions:

1. Approval is granted based on the information provided by the applicant for approved development only and no other development.
2. The approved development shall be located as shown on the attached approved Site Plan: A001, dated June 14, 2018.
3. Prior to the initial use or occupation of the site, building or any of the individual bays, and for any subsequent change in use or occupancy of the site, building or any of the individual bays, separate development permits are required from Leduc County Council to establish the specific use(s) that each bay may be permitted to operate under.
4. Should the property in its entirety be redistricted from the Direct Control District to a specific, defined district through a Land Use Bylaw amendment application, future development permits pertaining to the above will be required from the Development Authority.
5. No consolidation of the individual bays may occur unless permitted do so through a separate development approval.
6. Prior to the commencement of development, the applicant/landowner shall submit additional detailed landscaping plans for approval, to the satisfaction of the County, that includes in addition to the landscaping considered within the approved Site Plan, suitable treed landscaping within the required yard setback of the eastern boundary of the property.
7. There **shall** be no pipe yards or laydown storage uses considered within the boundaries of the property.
8. No outdoor storage of goods or materials is permitted on the subject property unless approved for through a separate development permit.
9. Any external lighting proposed for the property shall require approval by the County to ensure minimal disruption on the residential properties to the east of the site.
10. All portions of the site being utilized for industrial activity or vehicular movement that are not landscaped shall be paved and/or graveled to reduce dust generation.

11. No use or operation shall cause or create any significant impact or nuisance during normal operation which, in the opinion of the Development Authority, may be objectionable beyond the boundary of the site which contains it, by way of but not limited to the following:
 - i) odorous and/or toxic matter
 - ii) dust, fly ash or other particulate matter
 - iii) noise
 - iv) vibrations
 - v) air pollution
 - vi) industrial waste
 - vii) water quality deterioration
 - viii) groundwater quality or quantity deterioration
 - ix) glare
 - x) radiation emission
 - xi) high brightness light source
12. The movement of construction material onto the property may require the applicant to enter into a Road Use Agreement with the County. The applicant must contact Public Works and Engineering prior to the movement of construction material to discuss this requirement.
13. The development shall not cause any adverse drainage impact on adjacent properties or flooding of nearby ditches in excess of their capabilities.
14. 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.
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. Any freestanding signage related to this development requires the approval of Leduc County by a separate development permit application.
17. The applicant/landowner shall provide firefighting access at all times to the satisfaction of Leduc County Fire Services.
18. Parking shall be provided in accordance with the provisions of the Leduc County Land Use Bylaw and as indicated on the attached approved site plan.
19. Landscaping shall be completed in accordance with the Site Plan within 30 days of completion of this project unless a seasonal variance is requested and approved by the Development Authority.
20. The applicants and/or landowners are responsible for the survival and maintenance of all landscaped areas for a period of two years after installation. Any vegetation that does not survive shall be replaced at the expense of the applicants and/or landowners.
21. Prior to the commencement of development, the landowner/applicant shall provide detailed engineered plans relating to the proposed retaining walls for the approval by Leduc County Public Works and Engineering and Leduc County Safety Codes in accordance with the Safety Codes Act, where applicable.
22. Approval shall be obtained from Leduc County Public Works and Engineering prior to connection to any County water and/or sewer lines.
23. The approach must be maintained to avoid any damage to the County owned road surface due to construction activity. A post development inspection will be conducted and the applicant/land owner must rectify any damage to the approach or County roadway.
24. The applicant shall provide engineered (signed and stamped) pre and post-construction surface drainage plans for approval by Leduc County Public Works and Engineering.
25. Lot grading shall be provided in accordance with the approved lot grading plan, unless a new lot grading plan is submitted and approved by Leduc County Public Works & Engineering prior to commencement of this project.



26. Prior to commencing the proposed development, the landowner/applicant shall enter into a Development Agreement with Leduc County and abide by the terms therein;
- a. Remit a deposit in the amount of \$10,000 for each paved approach, to the satisfaction of Leduc County.
27. No further development, expansion or change in use is permitted unless approved by Leduc County.

Carried Unanimously

Intermunicipal Collaboration Framework (ICF) and Intermunicipal Development Plan (IDP) Agreements with Leduc County and Summer Village of Golden Days

Mrs. Julie Vizbar, Planner 1, provided a staff recommendation with respect to the Intermunicipal Collaboration Framework (ICF) and Intermunicipal Development Plan (IDP) Agreements with Leduc County and Summer Villages of Itaska Beach, Sundance Beach and now to include Golden Days.

368-18 Councillor Belozer -- that Leduc County Council, further to Resolution No. 184-18, accepts the updated project charter including the addition of the Summer Village of Golden Days as a project partner.

Carried Unanimously

Mr. Evans and Mrs. Vizbar

Mr. Evans and Mrs. Vizbar exited the Council Chamber at 2:37 p.m.

Policy HS-01 Health, Safety & Wellness

Mrs. Brandy-Lee Forbes, Health & Safety Coordinator, presented the Health, Safety & Wellness Policy HS-01 for approval.

369-18 Councillor Wanchuk -- that Leduc County Council approves the Health, Safety & Wellness Policy HS-01, as presented.

Carried Unanimously

Mrs. Hall, Mrs. Girard and Mrs. Forbes

Mrs. Hall, Mrs. Girard and Mrs. Forbes exited the Council Chamber at 2:41 p.m.

Policy CM-03 Proclamations

Mr. Duane Coleman, County Manager, presented the Policy CM-03 Proclamations for approval.

370-18 Councillor Lewis -- that Leduc County Council approves the Proclamations Policy CM-03 as presented.

Carried Unanimously

Edmonton Metropolitan Region Board Update

Mr. Duane Coleman, County Manager, provided an update on the activities of the Edmonton Metropolitan Region Board.

371-18 Councillor Belozer -- that Leduc County Council receives as information the update on the Edmonton Metropolitan Region Board.

Carried Unanimously

Councillor Committee Report

Councillors Lewis and Belozer provided a report on their attendance at the Alberta Coordinated Action for Recycling Enterprises (CARE) Conference attended at Fort McMurray.

372-18 Councillor Smith -- that the report provided by Councillors Lewis and Belozer on the Alberta Coordinated Action for Recycling Enterprises (CARE) Conference, be received as information.

Carried Unanimously

Information Item

There were no information items.

Adjournment

373-18 Councillor Lewis -- that the Regular County Council meeting be adjourned.

Carried Unanimously

The Regular Council meeting concluded at 2:57 p.m.



Mayor



County Manager