



**GOVERNANCE & PRIORITIES COMMITTEE
MEETING AGENDA
COUNCIL CHAMBER, COUNTY CENTRE, NISKU
Tuesday, December 3, 2019**

1. **ORDER – 10:00 a.m.**
2. **ADOPTION OF AGENDA**
3. **ADOPTION OF PREVIOUS MINUTES**
 - a) November 5, 2019 Governance & Priorities Meeting ✓
4. **PUBLIC / DELEGATION PRESENTATIONS**
 - a) 10:00 a.m. Rob Reeves, Global Power Systems Inc. – Off Site Levies Grant Bain
5. **INTER-GOVERNMENTAL ITEMS**
 - a) Exemption – Intermunicipal Collaborative Framework (ICF) with Beaver County ✓ Jordan & Julie
 - b) Edmonton Metropolitan Region Board (EMRB) Initiatives Update ✓ Jordan & Laurie J.
6. **ECONOMIC DEVELOPMENT INITIATIVES**
 - a) Economic Development and Edmonton Global Updates ✓ Mark G.
7. **REPORTS / PRIORITY ITEMS**
 - a) 11:00 p.m. Community Services
 - i) Leduc #1 Energy Discovery Centre ✓ Dean O.
 - ii) Yellowhead Regional Library Member Appointment ✓ Dean O.
 - b) Review of 2020 Scheduled Council Meeting Dates ✓ Joyce
8. **NOON RECESS**
9. **1:30 P.M. IN-CAMERA SESSION**
 - a) Debrief - Intermunicipal Planning Framework (IPF) Task Force Meeting on November 7, 2019 – *in accordance with Section 21(1) F.O.I.P.* ✓ Jordan & Laurie J.
 - b) Debrief - Accord Task Force Meeting on November 15, 2019 – *in accordance with Section 21(1) F.O.I.P.* ✓ Jordan & Laurie J.
 - c) Leduc County / City of Edmonton Intermunicipal Collaboration Framework (ICF) ✓ Jordan & Julie
 - d) Review of Appointments of Public Members at Large – Council Boards and Committees – *in accordance with Section 17 F.O.I.P.* ✓ Duane

✓ Attachment Provided



GOVERNANCE AND PRIORITIES COMMITTEE MEETING AGENDA

Tuesday, December 3, 2019

10. BUSINESS ARISING FROM IN-CAMERA SESSION

- a) Appointments of Public Members at Large – Council Boards and Committees

Duane

11. COUNCILLOR COMMITTEE REPORTS

- a) External Committees Summary
- b) Summary of Mayor and Councillor Activities – September & October, 2019
- c) Process for Agenda Items
- d) Bylaw No. 7-08 Infilling and Lot Grading Infractions
- e) Business Retention and Expansion Guide Model from EcDev Littlerock, AR

√
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Mayor Doblanko
Councillor
Vandenberghe
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12. ADJOURNMENT

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√ Attachment Provided

MINUTES OF THE GOVERNANCE & PRIORITIES COMMITTEE MEETING, LEDUC COUNTY, HELD ON TUESDAY, DECEMBER 3, 2019 IN THE COUNCIL CHAMBER OF THE COUNTY CENTRE BUILDING, NISKU, ALBERTA.

Order and Roll Call

The meeting was called to order at 10:00 a.m., Tuesday, December 3, 2019 by Mayor Tanni Doblanko as Chair with committee members Kelly-Lynn Lewis, Kelly Vandenberghe, Rick Smith, Larry Wanchuk and Ray Scobie present. Committee member Glenn Belozar was absent for medical reasons.

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
- Jordan Evans, Manager of Regional and Long Range Planning
- Julie Vizbar, Planner 1
- Laurie Johnson, Senior Planner
- Mark Gallant, Economic Development Coordinator
- Des Mryglod, Director of Engineering and Utilities

Also present was one other individual.

Agenda Adoption

GP13-19 Committee Member Wanchuk -- that the agenda for the December 3, 2019 Governance & Priorities Committee meeting be adopted with the following amendments:

Defer Items

- 11. d) Bylaw No. 7-08 Infilling and Lot Grading Infractions; and
- 11. e) Business Retention and Expansion Guide Model

Carried Unanimously

Previous Minutes

GP14-19 Committee Member Lewis -- that the November 25, 2019 Governance & Priorities Committee meeting minutes, be confirmed as circulated.

Carried Unanimously

Global Power Systems Inc. – Off Site Levies

Rob Reeves, Global Power Systems Inc., provided the following information with respect to two properties requiring the payment of off site levies:

- Purchased both properties and was not aware nor notified by Leduc County that off site levies were owing. The tax notices for each of the properties do now show any off site levy charges.
- Currently own 11 properties of which nine properties have off site levies paid.
- Became aware of the off site levies owing when an application for development was submitted.

1. 584940 Alberta Ltd. Roll #6204020 located at 1309 – 10 Street, (Lot 3A, Plan 9723853), +4.25 ac



- The proposed development is for temporary storage; would eventually put up a building.
- Propose the following two offers for consideration:
 - i) 584940 Alberta Ltd. is willing to pay 50% of the outstanding off site levies in the amount of \$93,711.62; this would be a one-time payment made prior to December 31, 2019 and would result in the off site levies being paid in full.
 - ii) 584940 Alberta Ltd. would pay the full amount of the outstanding off site levies in the amount of \$187,423.34 over a period of 10 years; yearly payments would be made starting December 1, 2019 in the amount of \$18,742.32.

2. 2154494 Alberta Ltd. Roll #6301060 located at 407 – 22 Avenue, Nisku (Lot 6, Block 1, Plan 1419 RT), +2.02 ha

- The proposed development is to install tanks; were advised that off site levies are owing and therefore project was stalled.
- This building was built in 1975 and was owned by same owners since that time.
- Have talked with administration and were advised to come before council for consideration.
- Propose the following two offers for consideration:
 - i) 2154494 Alberta Ltd. is willing to pay 50% of the outstanding off site levies in the amount of \$110,056.67; this would be a one-time payment made prior to December 31, 2019 and would result in the off site levies being paid in full.
 - ii) 2154494 Alberta Ltd. would pay the full amount of the outstanding off site levies in the amount of \$220,113.34 over a period of 10 years; yearly payments would be made starting December 1, 2019 in the amount of \$22,011.33.

In response to questions by council members, administrative staff provided the following clarification:

- the off site levy bylaw changed in 2017; the process prior to that was reviewed including previous bylaws; many meetings were held with the public and advertised publicly. That process culminated the approval of this bylaw.
- There was notification to property owners by mail including some hand delivery that there was a new bylaw being considered. The mail was sent by mail to registered owners as well as hand delivered to occupants of the building.
- Off site levies do not get triggered until a development permit application comes forward.
- if there are outstanding off site levies owing from previous owners the levy would become due upon submission of a development application.
- These particular properties had off site levies outstanding from previous owners; it is the responsibility of purchasers to do their own research whether off site levies are owing.
- The County's practice is to collect off site levies in full prior to development; the development permit would not take effect until off site levies are paid in full.
- It would be a council decision whether to consider the exemption whether off site levies are required to be paid.
- The purpose of collecting off site levies is to support system developments i.e. infrastructure, roads, sewer; levies can only be applied once for each system development.
- The current bylaw allows for payment of two installments, if off site levies are over \$1M.

Mr. Reeves was asked by council if he would be agreeable to pay back the off site levies over 5 years vs. the 10 year request. In response, Mr. Reeves advised he would need some time to consider this option.



GP15-19 Committee Member Vandenberghe -- that the Governance & Priorities Committee approves the following proposal presented by Mr. Reeves:

- 1) 584940 Alberta Ltd. (Roll 6204020) - pay the full amount of outstanding off site levies in the amount of \$187,423.34 over 10 years, commencing December 1, 2019 in the amount of \$18,742.32 and further that in the event a sale of land the full amount remaining be paid; and
- 2) 2154494 Alberta Ltd. (Roll 6301060) - pay the full amount of outstanding off site levies in the amount of \$220,113.34 over 10 years, commencing December 1, 2019 in the amount of \$22,011.33 and further that in the event a sale of land the full amount remaining be paid.

Lost

Pro: Committee Members Vandenberghe, Lewis and Smith

Con: Mayor Doblanko and Committee Members Wanchuk and Scobie

Mr. Ohnysty

Dean Ohnysty, Director of Community Services, entered the council chamber at 10:40 a.m.

GP16-19 Mayor Doblanko -- that the Governance & Priorities Committee approves the following proposal further to the presentation by Mr. Reeves:

- 1) 584940 Alberta Ltd. (Roll 6204020) - pay the full amount of outstanding off site levies in the amount of \$187,423.34 over 5 years, commencing December 1, 2019 in the amount of \$37,484.67 and further that in the event a sale of land the full amount remaining be paid; and
- 2) 2154494 Alberta Ltd. (Roll 6301060) - pay the full amount of outstanding off site levies in the amount of \$220,113.34 over 5 years, commencing December 1, 2019 in the amount of \$44,022.67 and further that in the event a sale of land the full amount remaining be paid.

Defer Motion No. GP16-19

GP17-19 Committee Member Lewis – that consideration of Motion No. GP16-19 be deferred until the February 4, 2020 Governance & Priorities meeting to allow Mr. Reeves the opportunity to consider the five year option of repayment of off site levies.

Carried

Pro: Mayor Doblanko and Committee Members Lewis, Wanchuk and Scobie

Con: Committee Members Vandenberghe and Smith

Mr. Reeves

Mr. Reeves exited the council chamber at 10:52 a.m.

Committee Member Smith

Committee Member Smith exited the council chamber at 10:53 a.m. for personal reasons.

Exemption – Intermunicipal Collaborative Framework (ICF) with Beaver County

Julie Vizbar, Planner 1, provided a staff report with respect to an exemption for the requirement of an intermunicipal development plan and intermunicipal collaboration framework with Beaver County.

GP18-19 Committee Member Vandenberghe -- that the Governance & Priorities Committee supports an exemption of the requirement to develop an Intermunicipal Development Plan and an Intermunicipal Collaboration Framework with Beaver County.

Carried Unanimously



Mrs. Vizbar

Mrs. Vizbar exited the council chamber at 10:56 a.m.

Edmonton Metropolitan Region Board (EMRB) Initiatives

Laurie Johnson, Senior Planner, provided an update on the initiatives of the Edmonton Metropolitan Region Board (EMRB).

Committee Member Smith

Committee Member Smith entered the council chamber at 11:00 a.m.

GP19-19 Committee Member Wanchuk -- that the Governance & Priorities Committee receives as information the update on the Edmonton Metropolitan Region Board initiatives, as presented.

Carried

Pro: Mayor Doblanko and Committee Members Wanchuk, Scobie, Vandenberghe and Lewis
Con: Committee Member Smith

Messrs. Mryglod and Evans and Mrs. Johnson

Messrs. Mryglod and Evans and Mrs. Johnson exited the council chamber at 11:33 a.m.

Economic Development and Edmonton Global Updates

Mark Gallant, Economic Development Coordinator, provided an update on the economic development and Edmonton Global initiatives.

GP20-19 Committee Member Vandenberghe -- that the Governance & Priorities Committee receives as information the update on the economic development and Edmonton Global initiatives, as presented.

Carried Unanimously

Mr. Gallant

Mr. Gallant exited the council chamber at 11:50 a.m.

Leduc #1 Energy Discovery Centre (Canadian Energy Museum)

Dean Ohnysty, Director of Community Services, provided a report on the request for funding by the Leduc #1 Energy Discovery Centre (Canadian Energy Museum).

GP21-19 Committee Member Smith – that the Governance & Priorities Committee receives as information the request for funding by the Leduc #1 Energy Discovery Centre (Canadian Energy Museum), and directs administration to provide a recommendation back to council by January 28, 2020.

Carried Unanimously

Yellowhead Regional Library Member Appointment

Dean Ohnysty, Director of Community Services, provided a recommendation to appoint the nomination of Leduc County representatives on the Yellowhead Regional Library Board.

GP22-19 Committee Member Smith – that the Governance & Priorities Committee accepts the nominations of Tessa Hutchings and Dana McFaull (alternate) to represent Leduc County as a member of the Yellowhead Regional Library Board.

Carried Unanimously

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Committee Member Vandenberghe

Committee Member Vandenberghe exited the council chamber at 11:55 a.m. for personal reasons.

Review of Scheduled Council Meeting Dates for 2020

GP23-19 Committee Member Scobie – that the Governance & Priorities Committee approves the adjusted scheduled meeting dates for 2020 (& January 5, 2021) as follows:

	Recommendation for Date Change or Cancellation
Council Workshop & Regular Council <ul style="list-style-type: none"> ➤ January 23 Workshop (<i>ASB Conference</i>) ➤ April 28 (<i>CPAA Conference</i>) ➤ July 28 (<i>Summer Break</i>) ➤ August 11 (<i>Summer Break</i>) ➤ December 24 Workshop (<i>Christmas Schedule</i>) 	<ul style="list-style-type: none"> ➤ Cancel ➤ Cancel ➤ Cancel ➤ Cancel ➤ Cancel
Governance & Priorities Committee <ul style="list-style-type: none"> ➤ January 7 (<i>Christmas Schedule</i>) ➤ August 4 (<i>Summer Break</i>) ➤ November 3 (<i>RMA Fall Convention</i>) ➤ January 5, 2021 (<i>Christmas Schedule</i>) 	<ul style="list-style-type: none"> ➤ <i>Cancelled (Motion 520-18 Dec. 11/18)</i> ➤ Cancel ➤ Cancel ➤ Cancel

Carried Unanimously

GP24-19 Committee Member Smith – that the Governance & Priorities Committee establishes the 2020 Organizational meeting of Council on October 13, 2020, commencing at 9:00 a.m.

Carried Unanimously

Committee Member Vandenberghe

Committee Member Vandenberghe entered the council chamber at 11:57 a.m.

GP25-19 Committee Member Lewis – that the Governance & Priorities Committee approves the 2020 Christmas and 2021 New Year's office closures as follows:

- Friday, December 25, 2020 (Christmas Day)
- Monday, December 28, 2020 (in lieu of Boxing Day)
- Friday, January 1, 2021 (New Year's Day)

NOTE: The office will be open Thursday, December 24th and Thursday, December 31st, 2020 with a skeleton staff whereby staff will be provided one day off as coordinated through their Director/Manager.

Carried Unanimously

GP26-19 Mayor Doblanko – that the Governance & Priorities Committee establishes the 2021 Leduc County Budget meeting dates as follows:

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- 0930 a.m. – 4:30 p.m., Monday, November 23, 2020
- 0930 a.m. – 4:30 p.m., Wednesday, November 25, 2020
- 0930 a.m. – 4:30 p.m., Monday, November 30, 2020
- 0930 a.m. – 4:30 p.m., Wednesday, December 2, 2020

Carried Unanimously

Noon Recess

The Governance & Priorities Committee meeting recessed for noon at 11:59 a.m. and reconvened at 1:30 p.m. with Mayor Tanni Doblanko as Chair and Committee Members Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk and Ray Scobie present. Committee Member Rick Smith was absent for the remainder of the meeting due to personal reasons.

Also present were:

- Duane Coleman, County Manager
- Renee Klimosko, General Manager of Financial and Corporate Services
- Grant Bain, Director of Planning & Development
- Joyce Gavan, Recording Secretary
- Jordan Evans, Manager of Regional and Long Range Planning
- Laurie Johnson, Senior Planner

In-Camera Session

GP27-19 Committee Member Wanchuk -- that the Governance & Priorities Committee meet In-Camera in accordance with Sections 17 and 21(1) Freedom of Information and Protection of Privacy Act (F.O.I.P.) to discuss the following:

- 1) Debrief - Intermunicipal Planning Framework (IPF) Task Force Meeting on November 7, 2019 (*in accordance with Section 21(1) of F.O.I.P.*)
- 2) Debrief - Accord Task Force Meeting on November 15, 2019 (*in accordance with Section 21(1) of F.O.I.P.*)
- 3) Leduc County / City of Edmonton Intermunicipal Collaboration Framework (ICF) (*in accordance with Section 21(1) of F.O.I.P.*)
- 4) Review of Appointment – Public Members at Large – Council Boards and Committees (*in accordance with Section 17 (FOIP)*)

Carried Unanimously

The in-camera session commenced at 1:31 p.m.

Mrs. Vizbar

Julie Vizbar, Planner 1, entered the council chamber at 1:37 p.m.

Mr. Evans, Mrs. Johnson and Mrs. Vizbar

Mr. Evans, Mrs. Johnson and Mrs. Vizbar exited the council chamber at 2:07 p.m.

Revert to Governance & Priorities Committee Open Session

GP28-19 Committee Member Lewis -- that the Governance & Priorities Committee revert to the open session.

Carried Unanimously

The Governance & Priorities Committee reverted to the open session at 2:10 p.m.

Appointments of Public Members at Large – Council Boards and Committees

GP29-19 Committee Member Lewis -- that the following public members at large be appointed to Leduc County boards and committees:

1. Family and Community Support Services – Rural East
- Erin Williams (term expiring December 31, 2021)
2. Leduc County Library Board – (term expiring December 31, 2022)
- Anne-Marie Anderson
- Dana McFaull
- Barb Trempner
3. Parks and Recreation Advisory Board – Leduc Regional Board
- Vic Moran (term expiring December 31, 2021)
4. Edmonton International Airport Noise Advisory Committee
- Lance Wilson (term expiring December 31, 2021)

and further, the following vacancies be re-advertised:

- Leduc County Library Board – one member expiring December 31, 2022; and
- Parks & Recreation Advisory Board – Beaumont Regional Board – expiring December 31, 2021

Carried Unanimously

External Committees Summary and Summary of Mayor and Committee Member Activities (September and October, 2019)

The Governance & Priorities Committee received as information the summary of external committees as well as mayor and council member activities summaries for September and October, 2019.

Administration will attach the minutes of committees/boards to the external committees summary for future agendas.

Business Retention and Expansion Guide Model

GP30-19 Mayor Doblanko -- that the Governance & Priorities Committee directs administration to bring a report forward to a future council workshop on a Business Retention & Expansion (BRE) guide model.

Carried Unanimously

Bylaw No. 7-08 Infilling and Lot Grading Infractions

GP31-19 Councilor Vandenberghe – that the Governance & Priorities Committee directs administration to bring back a report to the February 4, 2020 Governance & Priorities Committee (in-camera) with respect to Bylaw No. 7-08 Infilling and Lot Grading infractions.

Carried Unanimously

Process for Agenda Items

GP32-19 Mayor Doblanko -- that the Governance & Priorities Committee directs administration to develop a process for the addition of agenda items by council members for the Governance & Priorities Committee.

Carried Unanimously

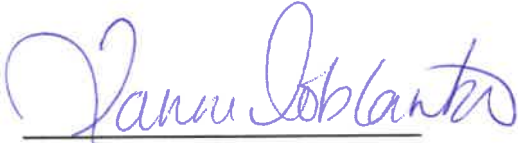
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Adjournment

GP33-19 Committee Member Wanchuk -- that the Governance & Priorities Committee meeting be adjourned.

Carried Unanimously

The Governance & Priorities Committee meeting concluded at 2:33 p.m.

A handwritten signature in blue ink, appearing to read "Jannu Joblanta", written over a horizontal line.

Mayor

A handwritten signature in blue ink, appearing to read "M. C. Am", written over a horizontal line.

County Manager