



**REGULAR COUNCIL
MEETING AGENDA
Tuesday, February 11, 2020**

1. **ORDER – 1:30 p.m.**
 2. **ADOPTION OF AGENDA**
 3. **ADOPTION OF PREVIOUS MINUTES**
- Regular Council Meeting – January 28, 2020 ✓
 4. **1:30 p.m. - PUBLIC PRESENTATIONS**
a) Public
 5. **DEPARTMENT REPORTS / RECOMMENDATIONS**
 - a) 1:30 p.m. Presentation – David Todd, VP Operations; Wade Evans, Land Manager; and Shawn Ryan, Superintendent Leduc – Aspenleaf Energy Limited Overview ✓
 - b) 1:45 p.m. Finance
 - i) 2019 Year End Report - Utilities ✓ N. Wice
 - c) 2:00 p.m. Planning & Development
 - i) 2:00 p.m. Reconvene Public Hearing (from Nov. 26, 2019) – Proposed Amendment to Leduc County Land Use Bylaw No. 7-08 – Incorporate the Resort Recreational Facility Use as a Site Specific Discretionary Use within the Country Residential (CR) District at SW 32-50-23-W4, Vikaas Kwatra TA19-005 ✓ C. Richards
 - d) 2:30 p.m. Policy Approvals
 - i) Agricultural Services ✓ A. Van Beers
 - VM-01 Vegetation Management in Road Right-of-Way and Controlled Lands
 - VM-02 Mowing in a Leduc County Road Right-of-Way and Controlled Lands
 - VM-03 Fenceline Spraying
 - VM-04 Toadflax Spraying
 - VM-05 Hawkweek Spraying
 - AP-04 Horticultural Services
 - AP-05 Sustainable Agriculture
 - ii) Utilities: UT-03 Communal Wastewater Treatment Systems Pilot Project Management Policy ✓ D. Downey
 - iii) Finance
 - FM-01 Financial Management Policy ✓ N. Wice
 - FS-05 Signing Authority Policy
 - Rescind Policies: Banking FS-01; Account Receivables & Payables FS-02 and Tangible Capital Assets FS-03
 - iv) Government Services – Rescind Membership Policy CM-02 ✓ D. Coleman
- ✓ Attachment Provided

REGULAR COUNCIL MEETING AGENDA
Tuesday, February 11, 2020

6. NEW BUSINESS

- a) Establish 2020 Final Budget council meeting date √ R. Klimosko

7. INFORMATION ITEM

- a) January 14, 2020 letter from Metrix Group LLP – 2019 Audit Planning √

8. ADJOURNMENT



√ Attachment Provided

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MINUTES OF THE REGULAR COUNTY COUNCIL MEETING, LEDUC COUNTY, HELD ON TUESDAY, FEBRUARY 11, 2020 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, February 11, 2020 by Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk, Glenn Belozar and Ray Scobie present.

Also present were:

- Duane Coleman, County Manager
- Renee Klimosko, General Manager of Financial and Corporate Services
- Grant Bain, Director of Planning & Development
- Joyce Gavan, Legislative Coordinator
- Michelle Edgerly, Executive Assistant, County Manager's office

Present as well were four other individuals.

Agenda Adoption

22-20 Councillor Belozar -- that the agenda for the February 11, 2020 regular county council meeting be adopted as circulated.

Carried Unanimously

Previous Minutes – Regular Council Meeting – January 28, 2020

23-20 Councillor Wanchuk -- that the January 28, 2020 regular county council 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.

Presentation – Aspenleaf Energy Limited Overview

David Todd, VP Operations, and Wade Evans, Land Manager, provided an overview on the operations of Aspenleaf Energy Limited, highlighting the following:

- Acquired (Leduc region) from NEP Canada ULC in 2018 with 19 wells drilled.
- Abandonment & Reclamation activity include ± 30 wells/year.
- Community engagement – supportive to employees and local community.
- Asset retirement obligations – cleaning up legacy assets; have cleaned up 53 wells in 2019; spent over \$12M since Leduc acquisition with \$10M budgeted for 2020.
- Risk mitigation includes threat recognition, preventive measures – recovery or mitigation measures and outcomes.
- Security – increase in thefts (30 incidents).
- Managing emissions, safety and environment.

Staff Member Wice and Two Individuals

Natasha Wice, Director of Finance, and two individuals entered the council chamber 1:42 p.m.

24-20 Councillor Smith – that the presentation by David Todd, VP Operations, and Wade Evans, Land Manager, providing an overview on the operations of Aspenleaf Energy Limited be received as information.

Carried Unanimously

Messrs. Todd and Evans

Messrs. Todd and Evans exited the council chamber at 1:52 p.m.

Staff Member Richards and Desimone

Colin Richards, Team Lead Development, and Dave Desimone, Senior Planner, entered the council chamber at 1:53 p.m.

2019 Year End Report - Utilities

Natasha Wice, Director of Finance, provided a recommendation for approval of the 2019 year-end financial transactions for utilities.

25-20 Councillor Smith – that Leduc County council approves the following 2019 year-end financial transactions for utilities:

- | | |
|--|-----------|
| a) water – contribution to capital repair and replacement reserve | \$597,480 |
| b) wastewater – contribution to capital repair and replacement reserve | \$171,197 |

Carried Unanimously

Establish 2020 Final Budget Council Meeting Date – April 30, 2020

Renee Klimosko, General Manager of Financial and Corporate Services, provided a recommendation to establish a special council meeting date for the approval of the 2020 final budget.

26-20 Councillor Lewis – that Leduc County council schedules a special council meeting on Thursday, April 30, 2020 commencing at 10:00 a.m. to discuss and approve the 2020 final budget.

Carried Unanimously

Mrs. Wice

Mrs. Wice exited the council chamber at 1:59 p.m.

Reconvene Public Hearing - Proposed Amendment to Leduc County Land Use Bylaw No. 7-08 – Incorporate the Resort Recreational Facility Use as a Site-Specific Discretionary Use within the County Residential (RC) District at SW 32-50-23-W4, Vikaas Kwatra TA19-005

Mayor Doblanko reconvened the public hearing at 2:00 p.m. with respect to the proposed amendment to Leduc County Land Use Bylaw No. 7-08 to incorporate the resort recreational facility use as a site specific discretionary use within the Country Residential (RC) district relating to SW 32-50-23-W4.

Mayor Doblanko called upon administration staff to provide background information.

Staff Members Van Beers and deMilliano

Staff Members Aaron Van Beers, Manager of Agricultural Services, and Brendan deMilliano, Agricultural Foreman, entered the council chamber at 2:01 p.m.



Colin Richards, Team Lead Development, provided a staff report with respect to the proposed amendment to Leduc County Land Use Bylaw No. 7-08, highlighting the following:

- 1) The purpose of the proposed amendment is to amend the provisions of the Land Use Bylaw to allow consideration of a resort recreational facility on lands located at 23450 Township Road 505 within SW 32-50-23-W4.
- 2) Leduc County council opened the hearing on November 26, 2019 and the application was deferred at the request of the applicant who wished to engage with the local community following some objections being received in response to the initial circulation. The applicant has since held discussions with a number of local residents and requested that council consider the application after the conclusion of today's hearing.
- 3) Advertisement of the proposed amendment and public hearing occurred in accordance with the provisions of the Municipal Government Act. The proposal was also circulated to the surrounding community for comment.

Following the referral for the initial public hearing scheduled on November 26, 2019, the county received two letters of objection with the following key concerns:

- significant increase in traffic within the area
 - detrimental to the established quiet, peaceful acreage community
 - does not represent the intent of a residential area
 - impact on property values within the locality and reduction in county tax base
 - risk of increasing rural crime
 - drainage concerns
 - risk of other commercial uses being established
 - impact on wildlife in the area
 - difficult to enforce potential issues with the operation
 - impact on septic systems within the locality
 - future business growth will lead to an increase of impacts/disturbances
 - this type of development should be located in areas not adjacent to country residential subdivisions
- 4) Following the applicants' community engagement, the public hearing was rescheduled and the application was referred again to nearby landowners for further comment.
 - 5) Following the referral of the application ahead of today's public hearing, a further 6 letters of concern were submitted against the proposal. Further to the concerns raised ahead of the November 26th public hearing, additional more specific concerns also include the following:
 - even if the wedding venue is ceremony only, impacts will be far-reaching
 - impacts of using busses to bring venue guests into the area
 - vehicles will end up parking all down Township Road 505 and other subdivisions
 - danger to children's safety with increased activity in the locality
 - fear that residents will be told they cannot enjoy their yards for activities such as mowing during a wedding as to not interrupt wedding ceremonies
 - lack of enforcement in rural area for such events
 - impacts of businesses already operating unlawfully in adjacent subdivisions
 - if stage lighting being used it will create a nuisance to neighbouring properties
 - crowd noise will remove ability for residents to enjoy quiet rural outdoor summer days
 - if porta-potties are used the associated smell will be detrimental
 - enforcement if rules are not followed
 - will diminish the peacefulness that landowners invested in the area

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- the applicant has not reached out to at least some of the immediately adjacent landowners, raising concern of willingness to work with the community should the proposal go ahead

There was one additional submission received from Scheffer Andrew Ltd., Planners & Engineering, showing two adjacent landowners acknowledging support of the business plan for the subject property.

- 6) The amendment, if approved, would establish that use type as a discretionary use within the district only, it does not provide a development approval for a resort recreational facility. Prior to establishing any such use, the applicant would be required to submit a detailed development permit application to the development authority where it would be reviewed in accordance with the applicable policy and regulations and against feedback solicited from the local community prior to a formal decision being made.
- 7) Notwithstanding the above and the applicants' discussions with members of the local community to discuss the envisaged end use for the property, the county has received eight letters of objection to the proposed amendment.
- 8) Planning & Development consider that a commercial wedding facility does not meet the residential intent of the country residential district of the Land Use Bylaw or the policies of the Municipal Development Plan that seek development in country residential areas to harmonize with residential development.
- 9) It is recommended by administration that council not support the proposal to include the resort recreational facility use as a site-specific discretionary use within the Country Residential (RC) District.

Mayor Doblanko asked if council members had any questions for administration.

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

- Drainage and traffic concerns that were identified will be considered at the development permit application stage.
- There is no traffic count available on Township Road 505.
- There are previous similar developments throughout the region however, they are located on agricultural districted lands.
- The difference between the proposed use and hosting such an event in a hall is that halls are equipped with amenities required e.g. parking, water and sewage.

Mayor Doblanko asked if there was any other correspondence received, and there was none.

Mayor Doblanko called upon the applicant to speak to the proposed amendment.

Aime Stewart, Planning Manager, Scheffer Andrew, and Vikaas Kwatra, applicant, provided the following information:

- The recess of the public hearing in November 2019 allowed the opportunity to have more public consultation; there were 97 titles notified and as a result received only two letters of opposition. The submission today includes two signatures in support located at 23464 and 23444 Twp. Rd. 505.
- Upon approval of this redistricting application, a development permit application will be submitted providing another opportunity for circulation to adjacent landowners.
- The proposed outdoor wedding venue will include a concrete pad proposed to the back of property located within trees eliminating any potential noise.



- There is a cistern for water and septic system in place; plus washroom facilities can be hauled on site on a rental basis.
- The maximum capacity would be 130 people.
- The applicant owns property approximately 2.5 miles away; which could allow for parking of vehicles and provide a shuttle to the ceremony site.
- Pictures were shown of three other similar venues at similar sites within a natural based setting.
- The noise would be minimal as it is located within a natural tree setting area on a ± 16 acre parcel.
- There would be no impact of lighting to adjacent properties as the proposed use is for ceremony only. The reception would be held at a separate venue.
- The proposed use got started through personal experience with niece wanting to get married in a natural setting environment. Feel the proposed property would be a suitable location.

In response to questions by council members, the following additional information was provided:

- The applicant did not conduct a traffic count on Township Road 505, as traffic would be minimal due to potential shuttle service.
- This venue would be open to the public for a maximum of six hours/event.
- The use proposed is for a wedding ceremony site only.

Mayor Doblanko noted there was no one else in attendance to speak to the proposed amendment.

Staff Member Downey

Dean Downey, Manager of Utilities, entered the council chamber at 2:21 p.m.

Mayor Doblanko asked if there were any further questions.

In response to a question by a Council Member, Mr. Richards clarified that the proposed use of parking and shuttling service from the applicant's private land will need to be further reviewed to determine if re-zoning may be required.

Mayor Doblanko called upon the applicant to provide closing comments, and there were none.

Conclude Public Hearing

Mayor Doblanko concluded the Public Hearing at 2:27 p.m.

Bylaw No. 02-20 - Amendment to Leduc County Land Use Bylaw No. 7-08 – Incorporate the Resort Recreational Facility Use as a Site-Specific Discretionary Use within the County Residential (RC) District at SW 32-50-23-W4, Vikaas Kwatra TA19-005

27-20 Councillor Smith – that Bylaw No. 02-20 be given first reading to amend the Leduc County Land Use Bylaw as follows:

1. That the following provision be added as Part 9.3.10 of the RC – Country Residential District (RC):

9.3.10

Notwithstanding the provisions of 9.3.3, a Resort Recreational Facility may be considered on lands described as SW 32-50-23 W4, Plan 9823132, Lot 4, on a discretionary basis, and subject to other relevant provisions of this bylaw.

Carried

Pro Councillors Smith, Lewis, Vandenberghe, Wanchuk, Belozer and Scobie
Con: Mayor Doblanko

28-20 Councillor Vandenberghe – that Bylaw No. 02-20 be given second reading.

Carried

Pro Councillors Vandenberghe, Smith, Lewis, Wanchuk, Belozer and Scobie
Con: Mayor Doblanko

29-20 Councillor Lewis – that Bylaw No. 02-20 be given third reading with the unanimous consent of the council members present.

Carried Unanimously

30-20 Councillor Belozer – that Bylaw No. 02-20 be given third reading.

Carried

Pro Councillors Belozer, Smith, Lewis, Vandenberghe, Wanchuk and Scobie
Con: Mayor Doblanko

Staff Members Richards and Desimone and Ms. Stewart and Mr. Kwatras

Staff members Richards and Desimone and Ms. Stewart and Mr. Kwatras exited the council chamber at 2:34 p.m.

Staff Member Wice

Natasha Wice, Director of Finance, entered the council chamber at 2:35 p.m.

Policy Approvals – Agricultural Services

Aaron Van Beers, Manager of Agricultural Services, and Brendan deMilliano, Agricultural Foreman, provided the following recommendations relating to Agricultural Services policies:

1) VM-01 Vegetation Management in Road Right-of-Way and Controlled Lands

31-20 Mayor Doblanko – that Leduc County council approves the Vegetation Management in Road Right-of-Way and Controlled Lands Policy VM-01, as presented.

Carried Unanimously

2) VM-02 Mowing in a Leduc County Road Right-of-Way and Controlled Lands

32-20 Councillor Vandenberghe – that Leduc County council approves the Leduc County Road Right-of-Way and Controlled Lands Policy VM-02, as presented.

Carried Unanimously

3) VM-03 Fenceline Spraying

33-20 Councillor Belozer – that Leduc County council approves the Fenceline Spraying Policy VM-03, as presented.

Carried Unanimously

4) VM-04 Toadflax Spraying

34-20 Councillor Wanchuk – that Leduc County council approves the Toadflax Spraying Policy VM-04, as presented.

Carried Unanimously

5) VM-05 Hawkweed Spraying

35-20 Councillor Scobie – that Leduc County council approves the Hawkweed Spraying Policy VM-05, as presented.

Carried Unanimously

6) AP-04 Horticultural Services

36-20 Councillor Lewis – that Leduc County council approves the Horticultural Services Policy AP-04, as presented.

Carried Unanimously

7) AP-05 Sustainable Agriculture

37-20 Councillor Vandenberghe – that Leduc County council approves the Sustainable Agriculture Policy AP-05, as presented.

Carried Unanimously

Staff Members Van Beers and deMilliano

Staff members Van Beers and deMilliano exited the council chamber at 2:37 p.m.

Staff Member Wice

Natasha Wice, Director of Finance, entered the council chamber at 2:38 p.m.

Policy UT-03 Communal Wastewater Treatment Systems Pilot Project Management

Dean Downey, Manager of Engineering, presented a recommendation for approval of Communal Wastewater Treatment Systems Pilot Project Management Policy UT-03.

38-20 Mayor Doblanko – that Leduc County council refers back to administration the Communal Wastewater Treatment Systems Pilot Project Management Policy UT-03 for implementation of recommended changes and bring back to regular council for approval.

Carried Unanimously

Staff Member Downey

Staff member Downey exited the council chamber at 2:51 p.m.

Policy Approvals – Finance

Natasha Wice, Director of Finance provided the following recommendations relating to Finance policies:

1) FS-05 Signing Authority

39-20 Councillor Smith – that Leduc County council approves the Signing Authority Policy FS-05, as presented.

Carried Unanimously

2) FM-01 Financial Management

40-20 Councillor Lewis – that Leduc County council approves the Financial Management Policy FM-01, as presented.

Carried Unanimously



3) Rescind Policies: FS-01 Banking, FS-02 Account Receivables & Payables, and Tangible Capital Assets FS-03

41-20 Councillor Wanchuk – that Leduc County council approves rescinding of the following policies:

- FS-01 Banking
- FS-02 Account Receivables & Payables
- FS-03 Tangible Capital Assets

Carried Unanimously

Staff Member Wice

Staff member Wice exited the council chamber at 2:57 p.m.

Rescind Membership Policy CM-02

Duane Coleman, County Manager, provided a recommendation to rescind Membership Policy CM-02.

42-20 Councillor Belozer – that Leduc County council approves the rescinding of Membership Policy CM-02.

Carried Unanimously

Information Item

43-20 Councillor Scobie – that Leduc County council receives as information the January 14, 2020 letter from Metrix Group LLP with respect to the 2019 audit planning.

Carried Unanimously

Adjournment

44-20 Councillor Vandenberghe -- that the regular county council meeting be adjourned.

Carried Unanimously

The regular council meeting concluded at 2:59 p.m.



Mayor



County Manager