

1. **ORDER – 1:30 p.m.**
2. **ADOPTION OF AGENDA**
3. **ADOPTION OF PREVIOUS MINUTES**  
- Regular Council Meeting - June 23, 2020 ✓
4. **1:30 p.m. - PUBLIC PRESENTATIONS**  
a)
5. **DEPARTMENT REPORTS / RECOMMENDATIONS**
  - a) **1:30 p.m. Finance**
    - i) Change of Funding for the 2020 Bridge Program ✓ N. Wice
    - ii) Tax Installment Payment Plan Refund Request, Roll # 6339010 ✓ N. Wice
  - b) **1:45 p.m. Planning & Development**
    - i) **1:45 p.m. Public Hearing** - Proposed Amendment to Leduc County Land Use Bylaw No. 7-08 - Secondary Suites as Permitted Use in Urban Growth Area (TA20-003), Scheffer Andrew Ltd. ✓ G. McGovern & C. Richards
    - ii) **2:15 p.m. Public Hearing** - Proposed Amendment to Leduc County Land Use Bylaw No. 7-08 - Redistrict from Direct Control (DC) District to Industrial (IND) and Light Industrial (LI) Districts, Lot 1, Block 1, Plan 1720307, SW 23-50-26-W4 (LA19-005), 1098872 Alberta Ltd. ✓ C. Haverland & M. Miller
    - iii) Land Use Bylaw 7-08 Review ✓ C. Haverland & C. Richards
  - c) **2:30 p.m. Fire Services**
    - i) East District Fire Station Design Build ✓ K. Lefebvre & T. Bennett
  - d) **2:45 p.m. Engineering**
    - i) 2020 Road Surfacing Program Budget Adjustment ✓ D. Mryglod & A. Kotb
    - ii) Range Road 222 Scope Change ✓ A. Kotb
6. **NEW BUSINESS**
  - a) Appointment - Parks & Recreation Advisory Committee - Beaumont Region ✓ D. Coleman
7. **INFORMATION ITEMS**
  - a) June 29, 2020 letters from the Hon. Ric McIver, Minister of Alberta Transportation:

  
 ✓ Attachment Provided

## REGULAR COUNCIL MEETING AGENDA

### Tuesday, July 14, 2020

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- i) Local Road Bridge component of Alberta Transportation's Strategic Transportation Infrastructure Program (STIP) ✓
- ii) Kavanagh, Sunnybrook and New Sarepta Lagoon Upgrades under the Alberta Municipal Water/Wastewater Partnership (AMWWP) ✓

#### 8. **IN-CAMERA**

- a) 3:15 p.m. In-Camera (in accordance with F.O.I.P., Section 24) - Nisku Spine road Water Line, Nickel Property - Utility Right of Way ✓ D. Mryglod
- b) Highwater Honey & Mead Business Plans in New Sarepta (in accordance with F.O.I.P., Section 17(1)) ✓ R. Thomas

#### 9. **ADJOURNMENT**



✓ Attachment Provided

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**MINUTES OF THE REGULAR COUNTY COUNCIL MEETING, LEDUC COUNTY, HELD ON TUESDAY, JULY 14, 2020 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, July 14, 2020 by Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk and Ray Scobie present. Council Member Glenn Belozar was absent due to 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, Legislative Coordinator
- Brooke Fair, Manager of Financial Services

Present as well was one other individual.

**Agenda Adoption**

**163-20** Councillor Scobie -- that the agenda for the July 14, 2020 regular county council meeting be adopted as circulated.

Carried Unanimously

**Previous Minutes – Regular Council Meeting – June 23, 2020**

**164-20** Councillor Wanchuk -- that the June 23, 2020 regular county council meeting minutes, be confirmed as circulated.

Carried Unanimously

**Public Presentation(s)**

There were no registered speakers in attendance to make a public presentation.

**Change of Funding for the 2020 Bridge Program**

Manager of Financial Services Brooke Fair presented a recommendation for change of funding for the 2020 bridge program.

**165-20** Councillor Lewis -- that Leduc County council approves the change of funding for the 2020 bridge program as follows:

- BF 08627 from \$54,820 tax to \$37,500 Strategic Transportation Infrastructure Program (STIP) grant and \$17,320 tax; and
- BF 01090 from \$402,505 tax to \$301,879 STIP grant and \$100,626 tax.

Carried Unanimously

**Tax Installment Payment Plan Refund Request, Roll #6339010**

Manager of Financial Services Brooke Fair presented a recommendation with respect to a request for tax installment payment plan refund on Tax Roll 6339010.

20

Staff members Haverland and Richards

Charlene Haverland, Manager of Development Services and Colin Richards, Team Lead Development entered the council chamber at 1:37 p.m.

**166-20** Councillor Smith -- that Leduc County council denies the tax installment payment plan refund request in the amount of \$111,779.16 for Tax Roll 6339010.

Carried Unanimously

Staff member Fair

Staff member Fair exited the council chamber at 1:39 p.m.

**Land Use Bylaw No. 7-08 Review**

Colin Richards, Team Lead Development, provided a staff recommendation with respect to the Land Use Bylaw No. 7-08 review.

**167-20** Councillor Vandenberghe -- that Leduc County council adopt the project charter by motion to formally commence the review of the Land Use Bylaw No. 7-08.

Carried Unanimously

Two Individuals

Two individuals entered the council chamber at 1:43 p.m.

**Public Hearing - Proposed Amendment to Leduc County Land Use Bylaw No. 7-08 – Secondary Suites as Permitted Use in Urban Growth Area, Scheffer Andrew Ltd. TA20-003**

Mayor Doblanko convened the public hearing at 1:44 p.m. with respect to the proposed amendment to Leduc County Land Use Bylaw No. 7-08.

Mayor Doblanko called upon administration staff to provide background information.

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 applicant, Scheffer Andrew Ltd, applied to amend sections of the Leduc County Land Use Bylaw 7-08 that relate to secondary suites within districts located in the Urban Growth area of the county:
  - Amend the RU2, RU3 and RM1 districts to change dwelling, secondary suite from a discretionary use to a permitted use.
  - Amend the RU1 district to include dwelling, secondary suite as a permitted use.
  - Amend the definition of dwelling, secondary suite as a permitted use.
  - Amend the definition of dwelling, secondary suite to include the consideration of a suite within a dwelling, semi-detached and dwelling, townhouse.
  - Amend Section 7.12.2 to change the maximum floor area of a secondary suite within the Urban Growth area from “80 m<sup>2</sup>” to “less than the floor area of the principal dwelling”.
  - Amend Section 7.12.3 to allow a secondary suite to be located within a principal dwelling within urban growth areas and within a principal dwelling or an accessory building outside of urban growth areas.

Three Individuals

Three individuals entered the council chamber at 1:48 p.m.



- 2) The proposed amendment was advertised in accordance with the provisions of the Municipal Government Act. At the time of writing this report, there were no comments or concerns submitted to the proposal.
- 3) Administration supports secondary suites being a permitted use within the requested districts, which would in turn allow for a more diverse and inclusive choice of living options for existing and future residents of the Urban Growth area. The associated amendments provide clarity on the intent of the proposal and provide a larger area of permissible secondary suite space, whilst ensuring planning approval is easier to obtain. The proposed amendments are considered to positively adapt to changing market trends and demographic needs and are supported by administration to ensure the East Vistas remain a desirable area to locate. Accordingly, it is recommended that council give first, second and third readings to the proposed bylaw.

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

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

- The proposed amendment would not affect garage suites.
- The proposed amendments are common with other local municipalities to allow these types of uses.
- The definition of dwelling, secondary suite was clarified.

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, on behalf of Scheffer Andrew Ltd., applicant of Cancom Corporation, advised of the following:

- The proposed amendments are only applicable to the Urban Development district.
- The amendments would allow for secondary suites within a principal dwelling (semi-detached or row housing).
- Secondary suites are discretionary use in single family development and the intent is to have no change in appearance from the outside.
- Under the current Land Use Bylaw, there is a requirement for two parking stalls for each dwelling unit plus one additional stall for secondary suite.

Mayor Doblanko asked if there were any registered speakers or anyone else who wished to speak to the proposed amendment, and there was no one.

Mayor Doblanko asked if there were any further questions by council members, and there were none.

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

### **Conclude Public Hearing**

Mayor Doblanko concluded the public hearing at 2:05 p.m.



**Bylaw No. 12-20 - Amendment to Leduc County Land Use Bylaw No. 7-08 – Secondary Suites as Permitted Use in Urban Growth Area, Scheffer Andrew Ltd. TA20-003**

**168-20** Councillor Vandenberghe – that Bylaw No. 12-20 be given first reading to amend the Leduc County Land Use Bylaw No. 7-08 as follows:

- 1) Amend Part 9.21 – RU2 – Residential Urban 2 District, as follows:
  - a) Delete the use *Dwelling, Secondary Suite* from Part 9.21.4 - Discretionary Uses
  - b) Include the use *Dwelling, Secondary Suite* in Part 9.21.3 – Permitted Uses
- 2) Amend Part 9.22 – RU3 – Residential Urban 3 District, as follows:
  - a) Delete the use *Dwelling, Secondary Suite* from Part 9.22.3 - Discretionary Uses
  - b) Include the use *Dwelling, Secondary Suite* in Part 9.21.2 – Permitted Uses
- 3) Amend Part 9.23 – RM1 – Residential Multi Family District, as follows:
  - a) Delete the use *Dwelling, Secondary Suite* from Part 9.23.3 - Discretionary Uses
  - b) Include the use *Dwelling, Secondary Suite* in Part 9.23.2 – Permitted Uses
- 4) Amend Part 9.20.1 – RU1 – Residential Urban 1 District, as follows:
  - a) Include the use *Dwelling, Secondary Suite* in Part 9.20.2 – Permitted Uses
- 5) Amend PART ELEVEN – DEFINITIONS, as follows:
  - a) Delete the following definition for *Dwelling, Secondary Suite*:  
DWELLING, SECONDARY SUITE means a designated area within a *dwelling, detached*, providing accommodation as a separate *dwelling*.
  - b) Include the following definition for *Dwelling, Secondary Suite*:  
DWELLING, SECONDARY SUITE means a designated area within a *dwelling, detached; dwelling, semi-detached, or dwelling, townhouse* providing accommodation as a separate *dwelling*. A *dwelling, secondary-suite* is not recognized as a dwelling unit for the purpose of calculating residential density.
- 6) Amend Part 7.12 – Secondary Suite, as follows:
  - a) Delete Part 7.12.2(c) that states the following:  
A secondary suite shall have a maximum *floor area* of:
    - i) 80 m<sup>2</sup> within *Urban Growth Areas* and in other *hamlets*;
    - ii) 100 m<sup>2</sup> outside *Urban Growth Areas* and other *hamlets*; or
    - iii) 40% of the gross *floor area* of the *principal dwelling*, whichever is less.
  - b) Include the following as Part 7.12.2(c):  
A secondary suite shall have a maximum *floor area* of:
    - i) Less than the floor area of the *principal dwelling* within *Urban Growth Areas*;
    - ii) 100 m<sup>2</sup> outside *Urban Growth Areas* and other *hamlets* or 40% of the gross *floor area* of the *principal dwelling*, whichever is less.
  - c) Delete Part 7.12.3 that states the following:  
A *secondary suite* may be located within a *principal dwelling* or an *accessory building*, provided it meets the regulations of the district in which it is located.
  - d) Include the following as Part 7.12.3:  
A *secondary suite* may be located within a *principal dwelling* within *Urban Growth Areas*, and within a *principal dwelling* or an *accessory building* outside *Urban Growth Areas*, provided it meets the regulations of the district in which it is located.



- e) Delete Part 7.12.7 that states the following:  
*A single dwelling use shall exist on a parcel prior to the application for a development permit for a secondary suite.*
- f) Include the following as Part 7.12.7:  
*A single dwelling use shall exist on a parcel prior to the application for a development permit for a secondary suite. Notwithstanding the foregoing, a secondary suite may be considered in conjunction with an application for a dwelling, principal.*

Carried Unanimously

**169-20** Councillor Smith – that Bylaw No. 12-20 be given second reading.

Carried Unanimously

**170-20** Councillor Scobie – that Bylaw No. 12-20 be given third reading with the unanimous consent of the council members present.

Carried Unanimously

**171-20** Councillor Wanchuk – that Bylaw No. 12-20 be given third reading.

Carried Unanimously

Mr. Richards, Ms. Stewart and one Individual

Mr. Richards, Ms. Stewart and one individual exited the council chamber at 2:08 p.m.

**Appointment - Parks and Recreation Advisory Committee - Beaumont Region**

**172-20** Councillor Vandenberghe -- that Leduc County council appoints Mary-Ann McDonald as a public member at large to the Parks and Recreation Advisory Committee - Beaumont Region for a term expiring December 31, 2021.

Carried Unanimously

**Information Items - Alberta Transportation Funding**

**173-20** Councillor Smith -- that Leduc County council receives as information the correspondence dated June 29, 2020 from the Hon. McIver, Minister of Alberta Transportation:

- 1) The following local municipal infrastructure improvement projects funded under the Local Road Bridge component of Alberta Transportation's Strategic Infrastructure Program (STIP) for total funding of \$289,125:
  - o BF 08149 - Bridge Rehabilitation - up to \$64,125
  - o BF 70099 - Bridge Maintenance - up to \$225,000
- 2) Kavanagh, Sunnybrook and New Sarepta Lagoon upgrades funded under the Alberta Municipal Water/Wastewater Partnership (AMWWP) - grant of 75% the estimated eligible project costs, or up to \$265,593 for the project.

Carried Unanimously

### **Recess**

The meeting recessed at 2:11 p.m. and reconvened at 2:15 p.m. by Mayor Tanni Doblanko as Chair and Council members Rick Smith, Kelly-Lynn Lewis, Kelly Vandenberghe, Larry Wanchuk 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, Legislative Coordinator
- Charlene Haverland, Manager of Development Services
- Matthew Miller, Planning & Engineering Technologist

Present as well were three other individuals.

### **Public Hearing - Proposed Amendment to Leduc County Land Use Bylaw No. 7-08 – Redistrict from Direct Control (DC) District to Industrial (IND) and Light Industrial (LI) Districts, Lot 1, Block 1, Plan 1720307, SW 23-50-26-W4 (LA19-005), 1098872 Alberta Ltd. & Moose Investments Inc.**

Mayor Doblanko convened the public hearing at 2:15 p.m. with respect to the proposed amendment to Leduc County Land Use Bylaw No. 7-08.

Mayor Doblanko called upon administration staff to provide background information.

Matthew Miller, Planning & Engineering Technologist, provided a staff report with respect to the proposed amendment to Leduc County Land Use Bylaw No. 7-08, highlighting the following:

1. The applicant, 1098872 Alberta Ltd. and Moose Investments Inc. has applied to amend the Leduc County Land Use Bylaw 7-08 to redistrict the subject property from the Direct Control (DC-021) District to the Industrial (IND) and Light Industrial (LI) Districts for the purpose to align the property with the intended land use designation of the South of Devon Industrial Area Structure Plan.
2. The subject site is located within the SW ¼ of 23-50-26-W4, south of Highway 19 and is situated along Range Road 262. Lands primarily surrounding the application site are districted Agricultural (AG) and are in active farm use. However to the west of the subject property a small 5.07 ha Direct Control (DC) parcel exists with an active light industrial operation. The subject quarter section is farmed, with the exception of the 5.16 ha industrial lot.
3. The subject site is districted Direct Control (DC-021). The lands were districted DC prior to the South of Devon Area Structure Plan being adopted by council in 2015. There are two parcels out of the quarter section.
4. The proposed amendment was advertised in accordance with the provisions of the Municipal Government Act. At the time of writing this report, there were no comments or concerns submitted to the proposal.
5. The purpose of the application is to align the land use district of the parcel with the intent of the South of Devon Area Structure Plan. The Leduc County Municipal Development Plan identifies the area around the proposed site as a Local Employment Area, intended for industrial use. The Town of Devon / Leduc County Intermunicipal Development Plan (IDP) requires that new industrial developments only be considered by the Town and the County through area structure plans, which the South of Devon ASP was adopted by Council in 2015.



6. The subject property is located within Phase 5 of the ASP development plan, however phasing is tentative and subject to change based on market demands. The South of Devon ASP supports a variety of Light, Medium and Business Industrial uses. The South of Devon Industrial ASP identified and requires several design and nuisance mitigation measures to be implemented at the development stage to ensure that the surrounding farming community is not negatively impacted. Amending the subject lands to IND and LI districts would meet the intent outlined in the South of Devon Industrial ASP.
7. In summary, the amendment aligns with the existing statutory plan for the area, therefore administration recommends that council give first, second and third readings to the proposed bylaw.

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

In response to a question by a council member, it was clarified that the property surrounding the subject property is agricultural.

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.

Robin Peterson, 1098872 Alberta Ltd. and Moose Investment Inc., and Harry Zuzak, Planning Consultant, advised of the following:

- Since the Area Structure Plan has been implemented and with the new highway coming in, it is a struggle to move on.
- The applicant has developed the parcel to the east and now looking at this parcel.
- It would be easier to work with if the subject lands are rezoned Industrial / Light Industrial vs. Direct Control.

Mayor Doblanko confirmed there were no registered speakers nor anyone in attendance to speak to the proposed amendment.

Mayor Doblanko asked if there were any further questions by council members and there were none.

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

### **Conclude Public Hearing**

Mayor Doblanko concluded the public hearing at 2:24 p.m.

**Bylaw No. 13-20 - Amendment to Leduc County Land Use Bylaw No. 7-08 – Redistrict from Direct Control (DC) District to Industrial (IND) and Light Industrial (LI) Districts, Lot 1, Block 1, Plan 1720307, SW 23-50-26-W4 (LA19-005), 1098872 Alberta Ltd. & Moose Investments Inc.**

**174-20** Councillor Vandenberghe – that Bylaw No. 13-20 be given first reading to amend the Leduc County Land Use Bylaw No. 7-08 as follows:

1. That those lands described as SW 23-50-26-W4 affecting ±64.7 ha (±160 ac) be redistricted from the Direct Control (DC-021) District to the Industrial (IND) and Light Industrial (LI) Districts.

Carried Unanimously

**175-20** Councillor Scobie – that Bylaw No. 13-20 be given second reading.

Carried Unanimously

**176-20** Councillor Smith – that Bylaw No. 13-20 be given third reading with the unanimous consent of the council members present.

Carried Unanimously

**177-20** Councillor Lewis – that Bylaw No. 13-20 be given third reading.

Carried Unanimously

Staff members Haverland, Miller and two individuals

Staff members Haverland, Miller and two individuals exited the council chamber at 2:27 p.m.

Staff members Lefebvre and Bennett

Fire Chief Keven Lefebvre and Deputy Fire Chief Tylor Bennett entered the council chamber at 2:27 p.m.

Staff members Mryglod and Kotb

Director of Engineering & Utilities Des Mryglod and Manager of Engineering Amro Kotb entered the council chamber at 2:28 p.m.

#### **East District Fire Station Design Build - Award Project to Scott Builders**

Fire Chief Lefebvre and Deputy Chief Bennett provided a staff recommendation to award the East District fire station design build project to Scott Builders.

**178-20** Mayor Doblanko -- that Leduc County council approves entering into an agreement with Scott Builders Inc. for the design build contractor for the East District Fire Station project at a cost of \$3,678,958.

Carried Unanimously

Staff members Lefebvre and Bennett and one individual

Staff members Lefebvre and Bennett and one individual exited the council chamber at 2:34 p.m.

#### **2020 Road Surfacing Program Budget Adjustment**

Director of Engineering & Utilities Des Mryglod and Manager of Engineering Amro Kotb provided a staff recommendation to approve reallocation for the 2020 road program project budgets.

**179-20** Councillor Smith -- that Leduc County council approves reallocating the 2020 road program project budgets as follows:

Road Name	Original Budget Amount	Project Cost (Tender Price, Engineering & Contingency)
Township Road 500	\$320,000.00	\$375,114.75
South Vista Road	\$750,000.00	\$808,692.95
Golfview Estates	\$300,000.00	\$198,352.50
Arbor Estates	\$400,000.00	\$294,459.00
Ironhorse Estates	\$300,000.00	\$367,549.50
Total	\$2,070,000.00	\$2,044,168.70

Carried Unanimously

AD

**Range Road 222 Scope Change**

Director of Engineering & Utilities Des Mryglod and Manager of Engineering Amro Kotb provided a staff recommendation to approve the changing of surfacing strategy of Range Road 222 from micro-surfacing to chip-seal.

**180-20** Councillor Smith -- that Leduc County council approves the changing of surfacing strategy of Range Road 222 from micro-surfacing to chip-seal.

Carried Unanimously

Staff member Kotb

Staff member Kotb exited the council chamber at 2:49 p.m.

**In-Camera Session**

**181-20** Councillor Lewis -- that Leduc County council meet In-Camera in accordance with Section 24(1) & 17(1) *Freedom of Information and Protection of Privacy Act* (F.O.I.P.) to discuss the following:

- Nisku Spine Road Water Line, Nickel Property - Utility Right of Way
- Highwater Honey & Mead Business Plans in New Sarepta

Carried Unanimously

The in-camera session commenced at 2:50 p.m.

Staff member Mryglod

Staff member Mryglod exited the council chamber at 3:24 p.m.

**Revert to Governance & Priorities Committee Open Session**

**182-20** Councillor Lewis -- that the in-camera session revert to the regular council session.

Carried Unanimously

The in-camera session reverted to the regular County council meeting at 3:48 p.m.

**Highwater Honey & Mead Business Plans in New Sarepta**

**183-20** Mayor Doblanko -- that Leduc County Council proceeds with an Expression of Interest process for the repurposing of the New Sarepta & District Fire Hall and that administration brings back a recommendation to Council by October, 2020.


Carried Unanimously

**Adjournment**

**184-20** Councillor Wanchuk -- that the regular county council meeting be adjourned.

Carried Unanimously

The regular council meeting concluded at 3:50 p.m.



Mayor



County Manager