



Municipal Policy Review Committee (MPRC) Agenda

Council Chamber, Leduc County Centre, Nisku, AB
Thursday, November 24, 2022

- ☐ **Order - 1:30 p.m.**
- ☐ **Organizational meeting**
 - Nomination of Chair
 - Nomination of Vice Chair
- ☐ **Adoption of agenda**
- ☐ **Adoption of previous minutes**
 - September 22, 2022 Municipal Policy Review Committee meeting
- ☐ **Policy review**
 - 1:30 p.m. - Parks and Recreation
 - MR-02 Lakeshore reserve management
 - 1:45 p.m. - Finance
 - FS-04 Corporate Credit Card
- ☐ **Next meeting date** - Jan. 26, 2023
- ☐ **Adjournment**

√

√

D. Ohnysty

√

N. Wice

√ Attachment Provided

Leading the way for people and business to thrive.

Municipal Policy Review Committee (MPRC)

Minutes

*Council Chamber, Leduc County Centre, Nisku, AB
Thursday, September 22, 2022*

Order and roll call

The meeting was called to order at 1:30 p.m. on Thursday, September 22, 2022 by Chair Ray Scobie and committee member Kelly-Lynn Lewis. Committee member Tanni Doblanko was absent for personal reasons.

Other attendees

- Renee Klimosko, General Manager - Financial and Corporate Services
- Alan Grayston, General Manager - Development and Community Services
- Joyce Gavan, Legislative Coordinator
- Dean Ohnysty, Director - Community Services
- Lindsay Chambers, Communications Coordinator

Agenda adoption

MP22-22 Committee member Lewis – that the agenda for the September 22, 2022 Municipal Policy Review Committee be adopted as circulated.

Carried

Previous Minutes - June 23, 2022 Municipal Policy Review Committee Meeting

MP23-22 Committee member Lewis – that the minutes of the June 23, 2022 Municipal Policy Review Committee be confirmed as circulated.

Carried

Legislative Services

- **CC-02 Council sponsorships**

- **CC-03 Council grants**

Director of Community Services Dean Ohnysty presented a recommendation revising the Council sponsorships and grants policies CC-02 and CC-03, respectively.

MP24-22 Committee member Scobie – that the Municipal Policy Review Committee support the revised Council Sponsorship Policy CC-02, with suggested amendments, and that the policy be forwarded to Council for adoption.

Carried

MP25-22 Committee member Lewis – that the Municipal Policy Review Committee support the following revised Council Grants Policy CC-03, with suggested amendments, and that the policy be forwarded to Council for adoption.

Carried

Staff Member Ohnysty

Staff member Ohnysty exited the council chamber at 1:36 p.m.

County Manager’s office Policies:

- CC-01 Communications public participation

General Manager of Financial and Corporate Services presented a recommendation reviewing the revised CC-01 Communications Public Participation Policy.

MP26-22 Committee member Lewis – that the Municipal Policy Review Committee accepts the revised CO-01 Public Participation Policy, with suggested amendments, and refer to Leduc County Council for approval.

Carried

Next Municipal Policy Meeting Date

The next Municipal Policy Review Committee meeting will be held on Thursday, October 27, 2022.

Adjournment

Chair Scobie adjourned the Municipal Policy Review Committee meeting at 1:48 p.m.

Chair Ray Scobie

General Manager - Financial and Corporate Services
Renee Klimosko

REPORT NAME

Policy review – Lakeshore Reserve Management Policy

RECOMMENDATION

That the Municipal Policy Review Committee support the following revised Lakeshore reserve policy and refer to Leduc County Council for approval:

- MR-02 Lakeshore Reserve Management Policy

IMPLICATIONS

Reason: Policies scheduled for review

Authority: Leduc County Municipal policy

Amount of funding required: n/a

Funding source: n/a

BACKGROUND

In February 2006, Council approved a policy to address and improve the use of Leduc County lakeshore lands. This policy was a fundamental change in providing new guidance and direction for the use of these lands that previously did not exist. In the years to follow, administration worked with residents, specifically in the Mission Beach and Moonlight Bay subdivisions to clean up the shoreline, become compliant with the policy and to set a standard and guidelines that residents can understand and follow.

The overall intent of the policy is to allow residents to access the lake for personal use, while respecting that it is County land and that we must work together to protect and preserve the shoreline and overall health of our lakes. This policy has been effective in achieving these goals. The new proposed policy has been updated, improved and simplified but continues to maintain the intent and direction from 2006.

We continue to work closely with residents on both Wizard and Pigeon lakes and continue our support and partner with both watershed associations.

ATTACHMENTS

- MR-02 Lakeshore Environmental and Municipal Reserve Lands

Policy statement

Leduc County establishes the acceptable uses of our lakeshore reserves in order to maintain the environmental integrity and natural state of the lands while still providing public access where necessary and appropriate.

Definitions

Development means an excavation or stockpile, construction, renovation or repairs to a building, a change in the use of land or intensity in the use of land.

Director means the Director of Community Services for Leduc County.

Lakeshore Reserve lands means lands that are owned by Leduc County and located adjacent to a waterbody. These could include various types of reserves as defined under the *Municipal Government Act* such as Municipal Reserve, Environmental Reserve, or Conservation Reserve.

Structure means a building or other entity erected or placed in, on, over or under land, whether or not it is so affixed to the land as to become transferred without special mention by a transfer or sale of the land.

Vegetation means plants in general and includes trees, shrubs, grasses, flowers, etc.

Policy authority

Legislative implications:

- *Municipal Government Act (MGA), Section 671*

Bylaw implications:

- Bylaw No. 28-19 Parks and Open Spaces Bylaw

Policy standards

1. Lakeshore Reserve Use

- County owned lakeshore reserve lands are to be used for designated purposes only or left in their natural state.
- Where additional detail is required to address specific community’s needs or conditions, lakeshore land use guidelines will be developed by administration with the affected stakeholders.

2. Public Access

- When necessary, Leduc County will provide residents and the general public with designated public access areas to the water front through reserves.

3. Unauthorized Structures on Lakeshore Reserves

- Leduc County will not permit unauthorized privately owned structures to be constructed within or placed on lakeshore reserves.
- Unauthorized structures found on reserves may be subject to a fine, penalty and removal.
- Structures can include but are not limited to the following:

<i>Approval date</i>	<i>Enter date here</i>	<i>Motion number</i>	<i>Enter number here</i>	<i>Page 1 of 3</i>
----------------------	------------------------	----------------------	--------------------------	--------------------

- i. sheds
 - ii. decks
 - iii. boat houses
 - iv. stairs
 - v. fire-pits
 - vi. retaining walls or other erosion control structures
- d. If the builder of the unauthorized structure refuses to remove the development, Leduc County may remove it, and the costs for doing so will be charged to the owner of the unauthorized structure and be collected as monies owed to the County.
- e. *Grandfathering Clause:* Leduc County, with input from local community representatives, may allow certain structures to remain in place for public use. Minor maintenance of existing structures (ie no structural modifications) is acceptable to maintain the safety of the structure. If any structure falls into disrepair or is deemed unsafe to remain, Leduc County will remove the structure and reclaim the site to a natural state.

4. Temporary Piers and Boat Lifts

- a. Leduc County recommends the use of easily dismantled structures to ensure ease of removal at the end of the summer, and to facilitate easy storage on private property.
- b. *Summer Storage of Temporary Piers, Boat Lifts or other Structures:* Temporary piers, boat lifts or other structures left on reserves lands for storage (non- use) purposes between June 15th and August 31st, will be considered by Leduc County as "abandoned", and all such structures will be disposed of by the County.
- c. *Winter Storage of Temporary Piers and Boat Lifts:* All temporary piers and boat lifts are to be removed from the lake at the end of the season and stored on the owner’s private property unless permission is granted through a set of lakeshore land-use guidelines or by the Director.
 - i. Where authorized structures are left over winter on reserves, Leduc County will not ensure their safety and will retain their right to have them removed for safety purposes.
 - ii. They must also abide by the following:
 - a. no storage on Crown owned bed and shore
 - b. no storage within 33 feet from the center of the road
 - c. no vegetation removal will be allowed to accommodate storage
 - d. authorized structures are to be clearly flagged for safety reasons
 - e. authorized structures are to be clearly labeled with the owner’s lot number
 - f. access by local residents and the general public (e.g. fishermen, snowmobilers) to and along the shore is not to be obstructed.

5. Vegetation Removal

- a. Removal of trees, underbrush or any other vegetation for reasons of aesthetics, fire wood, parking, personal access to the lakeshore or otherwise, is prohibited unless specifically authorized by the County.
- b. Where vegetation is removed without authorization by a known proponent, the County will require that proponent to revegetate the area within one growing season. The costs for doing so will be borne by the proponent.
- c. Large dead or mature dying trees will be removed by the County if the trees pose a safety threat by wind fall.
- d. Manicured grass (lawn) areas within reserves will be minimized and only maintained where there is a clearly defined need to have public grass-only areas. Where the County deems appropriate, residents will be allowed to maintain manicured grass lawns.
- e. Weed control is the responsibility of the County and is subject to inspection by a County Weed Inspector. Weed control on lakeshore reserves shall occur in accordance with the relevant provincial acts and regulations.

Policy responsibilities

Council responsibilities:

- Council will,
- Approve the Lakeshore Reserve Management Policy

Administration responsibilities:

- Administration will,
- Review this policy as required to ensure that the policy complies with all current, relevant legislation and municipal policies.
 - Implement policy and administrative procedures in reference to Leduc County reserves.

Monitoring and updating

- This policy will be posted on Leduc County’s website.
- This policy will be reviewed at least once every four years.