

1. Agenda

Documents:

[AGENDA - MARCH 9, 2020.PDF](#)

2. Executive Summary

Documents:

[AGENDA - MARCH 9, 2020_ES.PDF](#)

AGENDA



REGULAR MEETING AGENDA

Council of the City of Lacombe
Monday, March 9, 2020 at 5:00 p.m.
in Council Chambers

Time	Agenda Item	Representative
5:00	1. CALL TO ORDER	
	2. ADOPTION OF AGENDA	
	2.1 Additions	
	2.2 Deletions	
	2.3 Reordering	
	3. PRESENTATIONS	
	3.1 N/A	
	4. PUBLIC HEARINGS	
5:30	4.1 Land Use Bylaw Amendments: Bylaw 400.28 (Trinity Crossing Phase 2 Rezoning)	<i>Dir Thompson</i>
	5. REQUESTS FOR DECISION	
	5.1 2021 Budget Timetable	<i>Sr Mgr Reyes</i>
	5.2 Bylaw 477 Supplementary Assessment Bylaw (First Reading)	<i>Sr Mgr Reyes</i>
	5.3 Bylaw 478 Line of Credit (First Reading)	<i>Sr Mgr Reyes</i>
	5.4 Land Use Bylaw 400.28 Trinity Crossing Ph. 2 (Second/Third Reading)	<i>Dir Thompson</i>
	5.5 Land Use Bylaw 400.24 Updates (Third Reading)	<i>Dir. Thompson</i>
	5.6 Council Committee Appointment	<i>CAO Goudy</i>
	6. INFORMATION	
	6.1 Administrative Reports	
	6.1.a Chief Administrative Officer Report	<i>CAO Goudy</i>
	6.2 Council Mailbox	
	6.2.a Police Commission Letter RE: Service Level Reviews – Feb 21	<i>Cnclr. Konnik</i>
	6.2.b Cold Shot Bus Service Letter RE: Cancellation – Feb 24	
	6.2.c Concerned Resident Letter RE: Water bill – Feb 24	
	6.3 Commission, Board, Committee Reports and Minutes	
	6.3.a North Red Deer River Water Services Commission Minutes – Sep 9/19	<i>Mayor Creasey</i>

6.3.b	North Red Deer Regional Wastewater Services Commission Minutes – Nov 4/19	<i>Mayor Creasey</i>
6.3.c	Lacombe Regional Waste Services Commission Minutes – Nov 27/19	<i>Mayor Creasey</i>
6.3.d	Lacombe Regional Waste Services Commission Organizational Minutes – Nov 27/19	<i>Mayor Creasey</i>
6.3.e	Municipal Library Board Minutes Jan 28/20	<i>Clr. Gullekson</i>
6.4	Councillor Reports	
6.4.a	Mayor Creasey	
6.4.b	Councillor Gullekson	
6.4.c	Councillor Ross	
6.4.d	Councillor Hoekstra	
6.4.e	Councillor Jacobson	
6.4.f	Councillor Hibbs	
6.4.g	Councillor Konnik	
7. ADOPTION OF MINUTES		
7.1	February 24, 2020 Regular Council Meeting Minutes	
8. NOTICES OF MOTION		
8.1	N/A	
9. IN CAMERA		
9.1	Labour (FOIP S. 17)	<i>CAO Goudy</i>
9.2	Monthly Update (FOIP Sections 24, 16)	<i>CAO Goudy</i>
10. ADJOURNMENT		

Next Meetings:

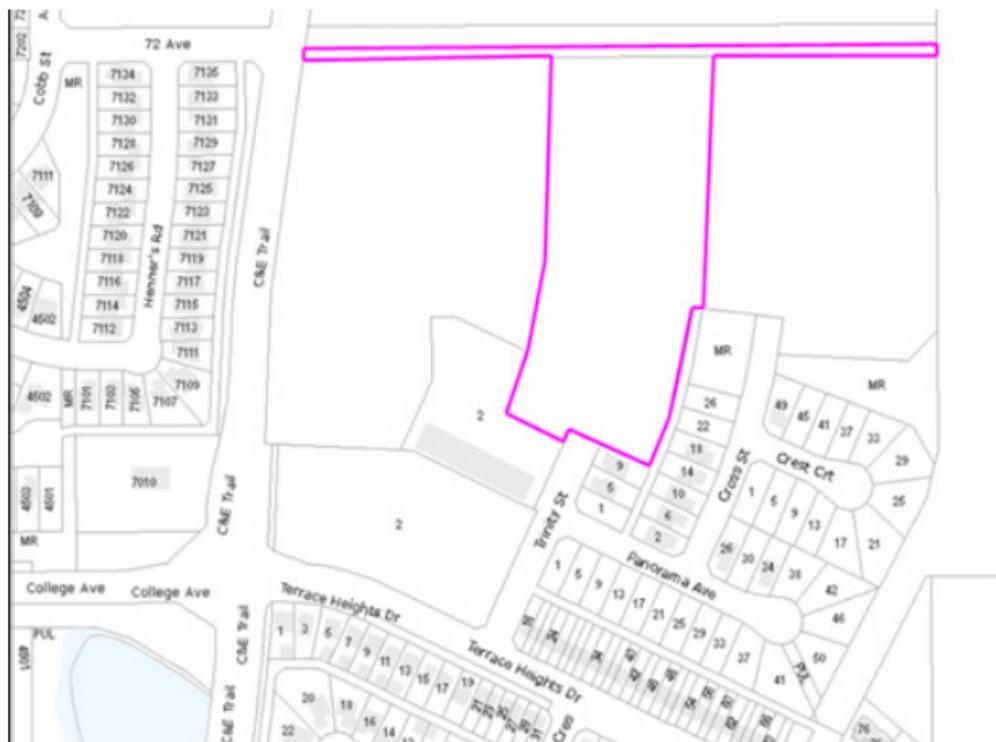
- Monday, March 23, 2020
 - Regular Council Meeting: 5:00 p.m., Council Chambers
- Monday, April 6, 2020
 - Council Committee Meeting: 5:00 p.m., Council Chambers
- Tuesday, April 14, 2020
 - Regular Council Meeting: 5:00 p.m., Council Chambers

PUBLIC NOTICE

Land Use Bylaw 400.28

NOTICE IS HEREBY GIVEN that the Council of the City of Lacombe has given first reading to Bylaw 400.28, to re-zone lands which are described as Part of NW1/4 Sec. 32-40-26-W4M and Part of Closed Road Allowance C. of T. 082 247 200 +1 from Future Designation District (FD) to Residential Detached District (R1).

The location of these lands is outlined in pink in the map below.



Where do I get more information?

A copy of the bylaw may be viewed at or at the City of Lacombe City Hall at 5432-56th Avenue during office hours.

When is the Public Hearing?

If you would like to make comments on the proposed amendment, City of Lacombe Council will be holding a Public Hearing in Council Chambers located at 5432 -56 Avenue on, **Monday, March 9, 2020 at 5:30 p.m.**

How do I get involved?

Any person or group wishing to express their views on the proposed amendment will be given the opportunity to make a presentation. Written submissions can also be submitted for inclusion in the Public Hearing.

All written letters or petitions regarding this amendment are to:

- (a) be filed with the Chief Administrative Officer no later than **4:30 p.m. on Monday, March 9, 2020.**
- (b) contain the names and addresses of all persons making the presentation, and
- (c) state the name and address of all persons authorized to represent a group of persons or the public at large.

DATE of First Publication: February 27, 2020

DATE of Second Publication: March 5, 2020

For information contact:

Kaitlyn Luster

Parkland Community Planning Services

Phone: 403-343-3394

Email: Kaitlyn.luster@pcps.ab.ca

REQUEST FOR COUNCIL DECISION



SUBJECT: 2021 Budget Timeline
PREPARED BY: Mauricio Reyes, Senior Manager of Financial Services
PRESENTED BY: Mauricio Reyes, Senior Manager of Financial Services
DATE: March 9, 2020

FILE: 13/931

PURPOSE:

To establish the 2021 Operating and Capital budget timelines.

RECOMMENDED MOTION(S):

1. THAT Council approve the 2021 Budget timeline and public engagement strategy as presented.

RELATED PRIOR MOTION(S):

1. (May 28, 2018): THAT Council direct Administration to bring back a refreshed budget timetable and some alternatives for public engagement.
2. (May 23, 2017): THAT Council approve the 2018 budget preparation timetable as amended, with public information surveys to go out no later than October 1.

EXECUTIVE SUMMARY:

The 2021 budget timeline establishes the process of developing the:

- Annual operating budget (2021) & 3 Year Financial Plan
- Annual Capital Budget (2021) & 10 Year Capital Plan

The plan highlights important milestones, ensures compliance with the Municipal Government Act while promoting transparency and citizen engagement.

The timeline presented targets adoption of the 2021 capital budget and 10 Year capital plan in September rather than in November.

ANALYSIS:

This year, Council will be providing budget direction to Administration around mid-August. This direction will be used to prepare both capital and operating budgets.

City budgets will be prepared to align with the [Annual Budget and Taxation Preparation Policy](#) .

REQUEST FOR COUNCIL DECISION



This policy was amended and adopted in 2018, and aligns the target tax rate increase to the [Alberta Consumer Price Index \(CPI\)](#) as of July 1st of each year.

Capital Budget

In 2020, Administration will prepare the 2021 capital budget and the 10 Year Capital Plan over the months of July and August. They will be presented to Council in September.

The timeline presented targets adoption of the 2021 capital budget and 10 Year capital plan in September rather than in November. This will streamline the process and allow operating impacts to be factored in the 2021 operating budget before Council review.

This will ease the bottle neck of work in the September and October months when completing a 3 Year operating budget. Council will see a presentation on the 10 Year Capital Plan at the September committee meeting.

Operating Budget

In 2020, Administration will start working on the 2021 operating budget and 3 Year operating plans in the months of July and August. Council budget direction will be incorporated during the budget process that will continue over the months of September, October and November.

The final 2021 operating budget and 3 Year operating plan are expected to be adopted in either the second Council of meeting in November or the fist Council meeting in December.

STRATEGIC PLAN ALIGNMENT:

An advanced budget adoption schedule, including time for pubic engagement, aligns favourably with Council's Strategic Goals for:

4.1.1 - Open and Accessible Government

4.1.4 – Fiscal Prudence

D) Property tax increases are aligned with the Consumer Price Index

D) Lacombe is a desirable place to live and do business, with an enviable tax rate

REQUEST FOR COUNCIL DECISION



PUBLIC ENGAGEMENT/COMMUNICATION STRATEGY:

Budget Consultation

As in previous years, Administration is recommending both Music in the Park and the Farmers Market as the public engagement activities. During these two events, a booth will be secured for councilors wishing to participate. Administration will be sending invitations to Council for those who would like to attend these events.

Budget Survey

As in previous years, Community Services will also deploy a budget survey. The survey will address Council strategic goal of *“At least 60% of citizens indicate they get excellent or good value for their property taxes”*. This survey will be posted on the website along with hard copies for council to hand out at these events.

Community Groups Presentations

Community groups presentations will be conducted over 2 council meetings. Internal groups, will present on September 28th, 2020. External groups, like will present on October 13th, 2020.

Public Communication

After the budget workshop sessions in October, Administration will develop a communication package to be posted on our website and promoted via social media.

ALTERNATIVE MOTION(S):

- a) THAT Council approve the 2021 Budget timeline and public engagement strategy as presented.
- b) THAT Council NOT approve the 2021 Budget timeline as presented and provide alternative direction to administration.

ATTACHMENTS:

2021 Budget Timeline



REQUEST FOR COUNCIL DECISION

SUBJECT: Bylaw 477 – Supplementary Assessment
PREPARED BY: Mauricio Reyes, Senior Manager of Financial Services
PRESENTED BY: Mauricio Reyes, Senior Manager of Financial Services
DATE: March 9, 2020

FILE: 13/422

PURPOSE:

Administration is presenting the City's 2020 Supplementary Assessment Bylaw 477.

RECOMMENDED MOTION(S):

1. THAT Council give first reading to Bylaw 477 – Supplementary Assessment

RELATED PRIOR MOTION(S):

1. (April 8, 2019): THAT Council approves first reading of Bylaw 471 – Supplementary Tax Rate Bylaw as presented
2. (April 8, 2019): THAT Council approves second reading of Bylaw 471 – Supplementary Tax Rate Bylaw as presented
3. (April 8, 2019): THAT Council pass the motion to conduct all three readings of Bylaw 471 at one meeting.
4. (April 8, 2019): THAT Council approves third reading of Bylaw 471 – Supplementary Tax Rate Bylaw as presented

EXECUTIVE SUMMARY:

The City levies taxes twice a year. The general tax levy is levied in the spring and is based on the annual assessments prepared as of December 31st of the previous year. The general tax levy does not take into account the portion of properties constructed and completed after December 31st of the previous year.

To account for these properties and ensure fairness and equity amongst all properties, the City also issues a supplementary tax levy in December of each year to account for improvements that are completed after December 31st. This is an incremented tax and only applies to the period from completion to the end of the year.

ANALYSIS:

The City has always levied a supplementary tax via a supplementary assessment bylaw. The requirement under the legislation is to approve such a bylaw on an annual basis. Bylaw 477 is being prepared for the 2020 tax year and thereby is consistent with the legislative authority provided under the Act.



REQUEST FOR COUNCIL DECISION

New construction typically raises approximately \$65,000-\$75,000 in municipal revenue each year. However, these amounts can fluctuate based on construction activity which is affected by economic conditions.

Upon adoption of Bylaw 477, Bylaw 471 (the prior Supplementary Assessment Bylaw) will be repealed.

Legislative Authority

- Sections 313, 314, 315 & 316 of the MGA RSA 2000 Chapter M-26

STRATEGIC PLAN ALIGNMENT:

Ensuring the City collects taxes on all improvements aligns favourably with Strategic Objective 4.1.4: Fiscal Prudence

To manage the City to allow for Property tax increases near inflation.

PUBLIC ENGAGEMENT/COMMUNICATION STRATEGY:

N/A

ALTERNATIVE MOTION(S):

1. THAT Council give first reading to Bylaw 477 – Supplementary Assessment
2. THAT Council NOT give first reading to Bylaw 477 – Supplementary Assessment and direct administration to reduce the 2020 Operating budget by approximately \$75,000

ATTACHMENTS:

City of Lacombe Bylaw 477 – Supplementary Assessment Bylaw

CITY OF LACOMBE BYLAW 477

A BYLAW OF THE CITY OF LACOMBE TO AUTHORIZE A SUPPLEMENTARY ASSESSMENT OF IMPROVEMENTS IN THE CITY DURING THE YEAR 2020

WHEREAS pursuant to Section 313 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, City Council may pass a Bylaw prior to May 1st each year to authorize the preparation of supplementary assessments for improvements other than linear property within the City;

AND WHEREAS it is expedient to pass this Supplementary Assessment Bylaw to allow for the taxation of certain improvements for the 2020 tax year;

NOW THEREFORE, THE COUNCIL OF THE CITY OF LACOMBE ENACTS AS FOLLOWS:

1. This Bylaw may be cited as the "2020 Supplementary Assessment Bylaw".
2. The purpose of this bylaw is to provide for the supplementary assessments for all improvements for the 2020 taxation year.
3. In this Bylaw, including this section:
 - (a) "Act" means the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26.
 - (b) "Assessed Person" means a person who is named on the assessment roll in accordance with section 304 of the Act.
 - (c) "Assessment" means a value of property determined in accordance with Part 9 of the Act and the regulations.
 - (d) "Assessor" means the person who has the qualifications set out in the regulations and is appointed by City Council to the position of designated officer to carry out the duties and responsibilities of an assessor under this Act and includes any person to whom those duties and responsibilities are delegated by the person.
 - (e) "City" means the corporation of the City of Lacombe or the area contained within the boundaries of the City as the context requires.
 - (f) "Improvement" means
 - (i) a structure,
 - (ii) anything attached or secured to a structure, that would be transferred without special mention by a transfer or sale of the structure,
 - (iii) a designated manufactured home, and
 - (iv) machinery and equipment
 - (g) "Supplementary Assessment" means the assessment made pursuant to this Bylaw, Part 9, Division 4 of the Act and the regulations.
4. Subject to the provisions of section 314 of the Act, a supplementary assessment shall be prepared in 2020 for all improvements, except linear property, for the purpose of imposing a tax in the same year under Part 10 of the Act.
5. Subject to the provisions of section 314 of the Act, the Assessor must prepare a supplementary assessment:
 - (a) for machinery and equipment used in manufacturing and processing if those Improvements are completed or begin to operate in the year in which they are to be taxed;

- (b) for other Improvements if they are completed in, if they are occupied during all or any part of, or if they moved into the City during the year in which they are to be taxed;
 - (c) reflecting the value of an improvement that has not been previously assessed, or the increase in the value of an improvement since it was last assessed;
 - (d) for a designated manufactured home that is moved into the municipality during the year in which it is to be taxed, despite that the manufactured home will be taxed in that year by another municipality;
 - (e) in the same manner as the assessments are prepared under Part 9, Division 1 of the Act, prorated to reflect only the number of months during which the improvement is completed, occupied, located in the municipality or in operation, including the whole of the first month in which the improvement was completed, was occupied, was moved into the municipality, or began to operate.
6. A supplementary assessment roll must be prepared in accordance with section 315 of the Act.
 7. A supplementary assessment notice must be prepared and sent to the Assessed Person in accordance with section 316 of the Act.
 8. Bylaw 471 is hereby repealed.
 9. This Bylaw shall come into force on the date passed.

INTRODUCED AND GIVEN FIRST READING THIS 9th day of March, 2020

GIVEN SECOND READING this ____ day of March, 2020.

GIVEN THIRD READING this ____ day of March, 2020.

Mayor

Chief Administrative Officer



REQUEST FOR COUNCIL DECISION

SUBJECT: Bylaw 478 – Line of Credit
PREPARED BY: Mauricio Reyes, Senior Manager of Financial Services
PRESENTED BY: Mauricio Reyes, Senior Manager of Financial Services
DATE: March 9, 2020

FILE: 13/820

PURPOSE:

Administration has prepared Bylaw 478, The City’s bylaw authorizing the establishment of a line of credit.

RECOMMENDED MOTION(S):

1. THAT Council give first reading to bylaw 478 – Line of Credit

RELATED PRIOR MOTION(S):

1. (April 8, 2019): THAT Council approves first reading of Bylaw 472 – Line of Credit Bylaw as presented
2. (April 8, 2019): THAT Council approves second reading of Bylaw 472 – Line of Credit Bylaw as presented
3. (April 8, 2019): THAT Council pass the motion to conduct all three readings of Bylaw 472 at one meeting.
4. (April 8, 2019): THAT Council approves third reading of Bylaw 472 – Line of Credit Bylaw as presented

EXECUTIVE SUMMARY:

The City of Lacombe has historically carried a \$3,500,000 line of credit available for any unforeseen operating expenses that may arise. The purpose of the line of credit is to cover any operating cash flow issues that might arise due to the timing of expenditures and the collection of the annual taxes.

ANALYSIS:

This line of credit will act as a safeguard for operational expenses if the cash balance does fall beyond forecasted levels. If the balance does flow into overdraft it is a borrowing against the City and a borrowing bylaw is required to be in place. The current line of credit has not been utilized since 2006.

The maximum interest rate is set at 6% within the bylaw. This will allow for potential interest rate fluctuations during the 3 year period.



REQUEST FOR COUNCIL DECISION

As the borrowing is a line of credit, it would only impact the City's debt limits and debt servicing limits if it is actually used and only during which time a balance remains outstanding. It would automatically be paid back as the City's cash supplies are replenished.

The City's cash and short-term holdings as of December 31, 2019 were approximately \$21 million.

In 2020, Administration will review the investment policy and investment practices and determine what the best ways to invest short-term and long-term funds to ensure that maximum returns are achieved while maintaining liquidity and safety of the invested funds.

Legislative Authority

- Sections 251, 255 & 256 MGA RSA 2000 Chapter M-26
- 13/201/02 (2012) Debt Management Fiscal Policy

STRATEGIC PLAN ALIGNMENT:

4.1.4 Fiscal Prudence

To manage the City to allow for Property tax increases near inflation.

PUBLIC ENGAGEMENT/COMMUNICATION STRATEGY:

As per section 356(3) of the MGA, a borrowing bylaw that authorizes the borrowing does not have to be advertised if the term of the borrowing does not exceed 3 years.

ALTERNATIVE MOTION(S):

1. THAT Council give first reading to Bylaw 478 – Line of Credit
2. THAT Council NOT give first reading to Bylaw 478 – Line of Credit and direct Administration on how to proceed

ATTACHMENTS:

City of Lacombe Bylaw 478 – Line of Credit

**CITY OF LACOMBE
BYLAW 478**

A BYLAW OF THE CITY OF LACOMBE IN THE PROVINCE OF ALBERTA TO AUTHORIZE TEMPORARY BANK BORROWING FROM THE SERVUS CREDIT UNION IN THE CITY OF LACOMBE.

WHEREAS pursuant to the Municipal Government Act, R.S.A. 2000, c. M-26, ss. 251 and 256, a municipality may borrow funds for the purpose of financing operating expenditures of the municipality;

AND WHEREAS the Council deems it necessary to borrow and expend the sum of up to Three Million Five Hundred Thousand Dollars (\$3,500,000.00) to meet the current expenditures and obligations of the City of Lacombe (hereinafter called the "City") until such time as the taxes levied or to be levied therefore as aforesaid can be collected.

AND WHEREAS the amount of taxes estimated to be levied by the City is in excess of Fourteen Million Dollars (\$14,000,000) in this year and, therefore; the amount of the proposed temporary borrowing will not exceed the amount of taxes estimated to be levied.

NOW THEREFORE the Municipal Council of the City of Lacombe, in the Province of Alberta, in open council assembled, enacts as follows:

1. The Council does authorize the borrowing from time to time from Servus Credit Union (hereinafter referred to as "Servus") of a sum or sums not exceeding the aggregate amount of Three Million Five Hundred Thousand Dollars (\$3,500,000.00) which the Council deems necessary to expend to meet the current expenditures and obligations of the City until such time as the taxes levied or to be levied therefore can be collected.
2. The Council does agree to pay interest there on, or on so much thereof as remains from time to time unpaid, such interest not to exceed 6% per annum.
3. Such borrowing shall be made by promissory note or notes under the seal of the City duly attested by the signatures of the Mayor or Deputy Mayor and the Chief Administrative Officer or Designated Officer thereof.
4. Term of repayment of the borrowing shall be repaid as soon as possible and shall not extend beyond March 31, 2023.
5. Bylaw 472 is hereby repealed.
6. This bylaw shall come into effect on the date that it is passed.

INTRODUCED AND GIVEN FIRST READING this 9th Day of March, 2020.

GIVEN SECOND READING this ___ Day of March, 2020.

GIVEN THIRD READING this ___ Day of March, 2020.

Mayor

Chief Administrative Officer



REQUEST FOR COUNCIL DECISION

SUBJECT: 2nd and 3rd Reading of 400.28 – Trinity Crossing Phase 2
(Rezoning of Part of NW1/4 Sec. 32-40-26-W4M and Part of Closed Road Allowance C. of T. 082 247 200 +1)

PREPARED BY: Kaitlyn Luster, Planner, PCPS

PRESENTED BY: Craig Teal, RPP MCIP, Director, PCPS

DATE: March 9, 2020

FILE: 61.201.28 (20)

PURPOSE:

Re-designation of Part of NW1/4 Sec. 32-40-26-W4M and Part of Closed Road Allowance C. of T. 082 247 200 +1 from Future Designation District (FD) to Residential Detached District (R1), in order to facilitate residential development.

RECOMMENDED MOTION(S):

1. THAT Council give second reading to Bylaw 400.28 as presented.
2. THAT Council give third reading to Bylaw 400.28 as presented.

RELATED PRIOR MOTION(S):

1. THAT Council give first reading to Bylaw 400.28 as presented.
2. THAT Council schedule a public hearing for Bylaw 400.28 at 5:30PM on Monday, March 9, 2020.

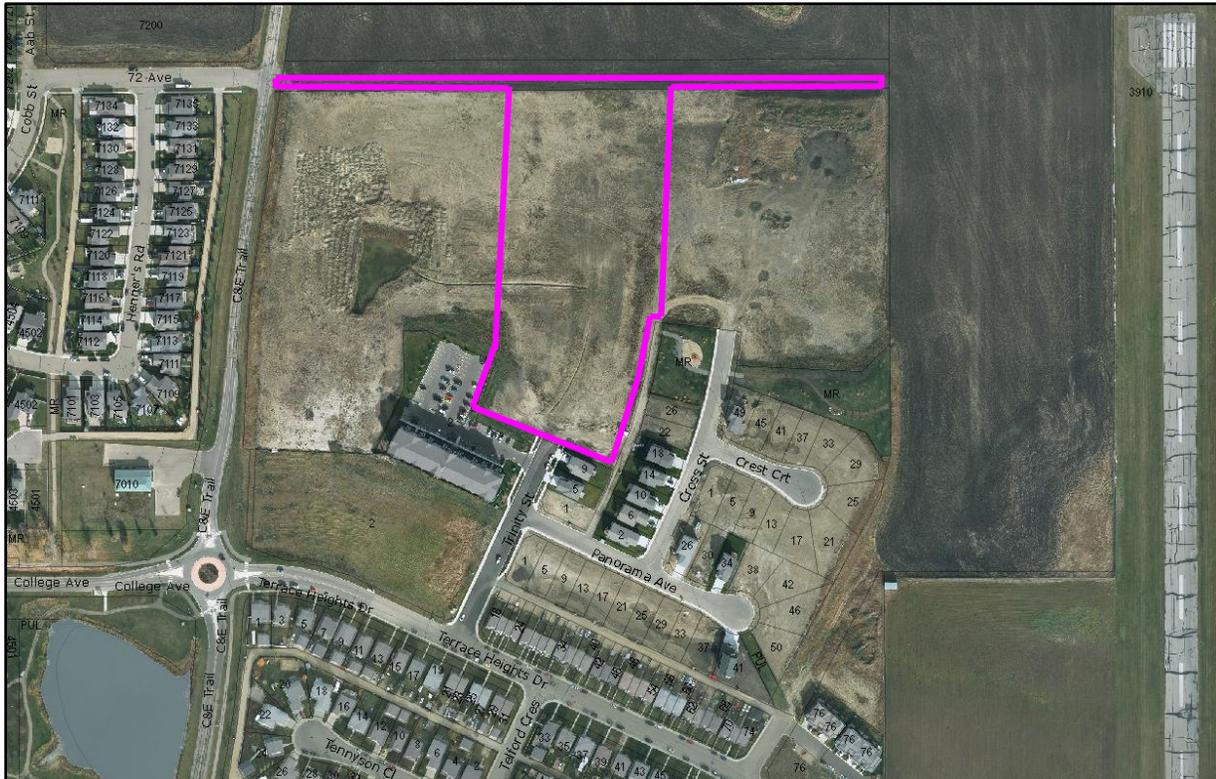
EXECUTIVE SUMMARY:

The proposal will facilitate the future development of Trinity Crossing (phase 2) for residential purposes. The property is located within the Trinity Crossing Outline Plan and is earmarked for detached dwelling residential development.

ANALYSIS:

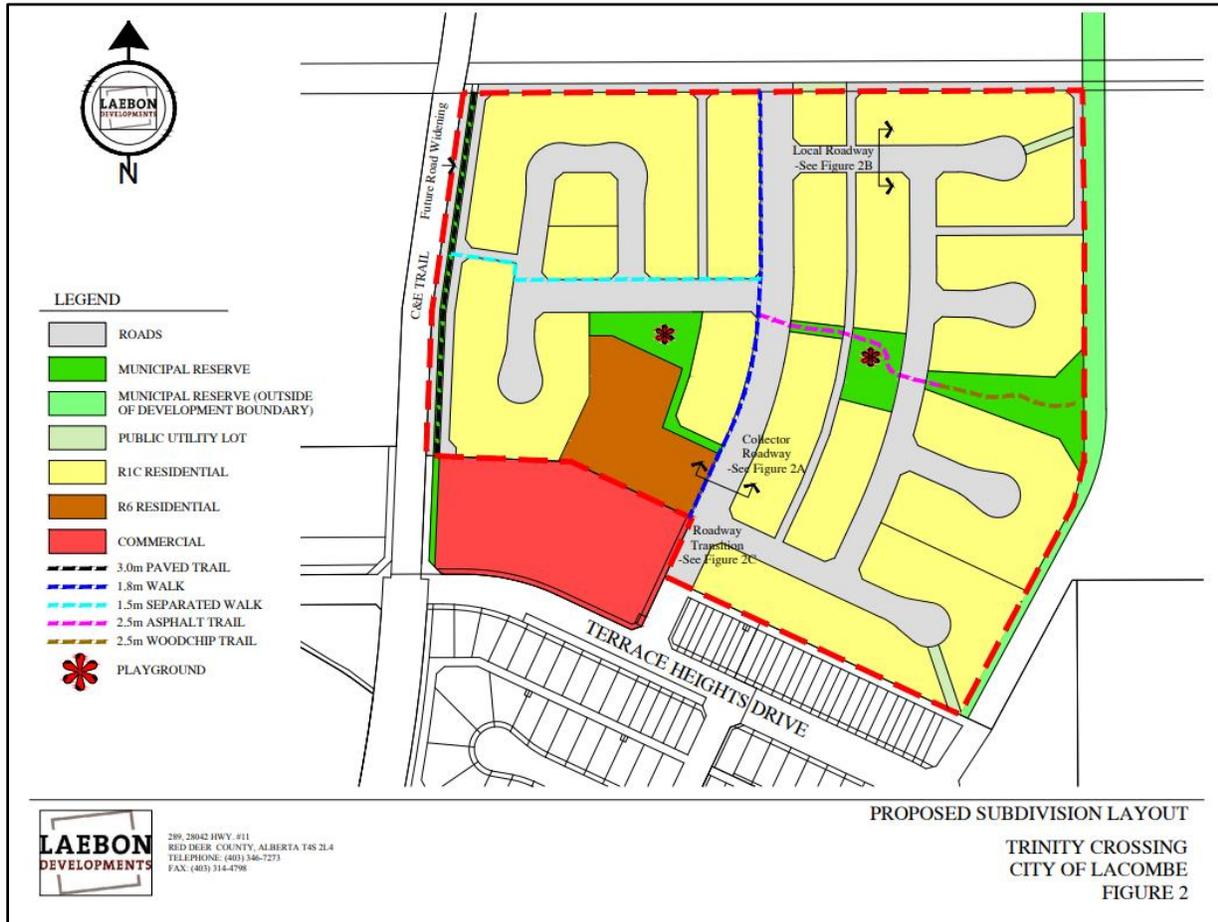
The proposed parcels identified for re-designation are located on the east side of C&E Trail, west of Highway 2A, and north of Terrace Heights Drive. It includes the north extension of Trinity Street and future residential parcels along the east and west sides. It also includes 6m of the closed portion of 72 Avenue to be used as a future lane, road widening along C+E Trail, and municipal reserve. The location of the property is outlined in pink in the included aerial photograph.

REQUEST FOR COUNCIL DECISION



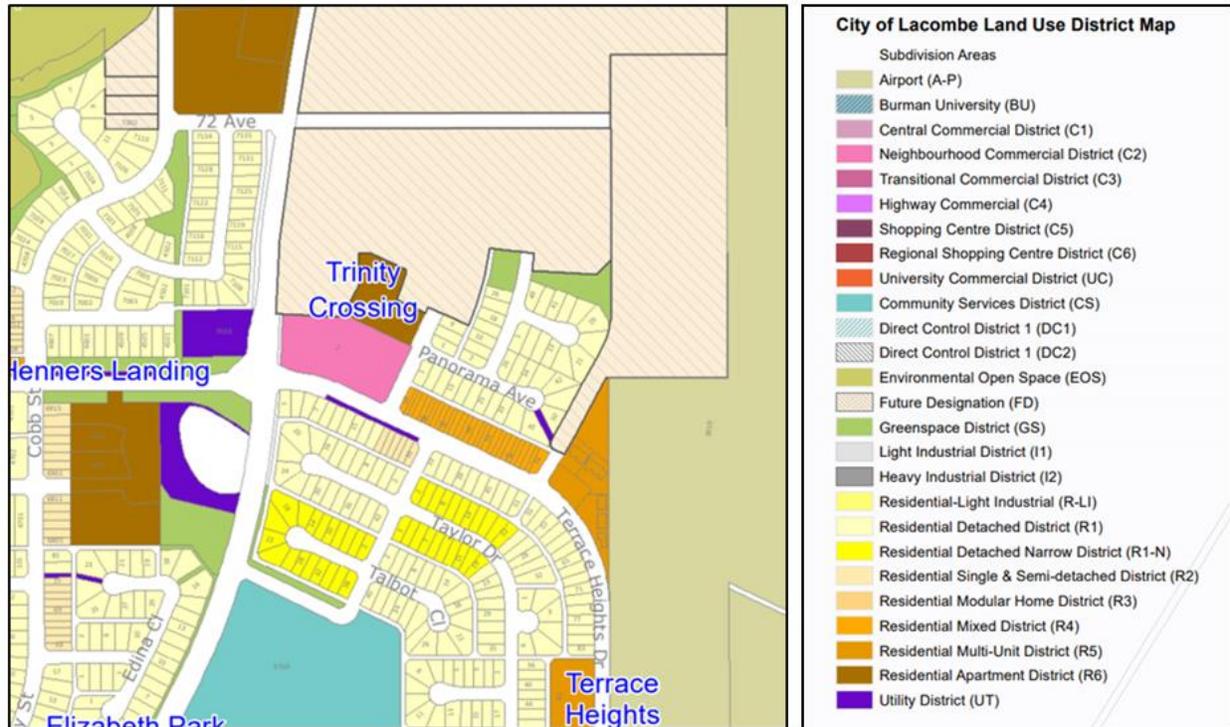
The property is located within the North Area Structure Plan and the Trinity Crossing Outline Plan. The Trinity Crossing Outline Plan provides detailed planning for the area and indicates that the development will contain a mixture of detached dwellings and an apartment complex. The Trinity Crossing Outline Plan was adopted by Council in 2008 and amended in 2013. The first phase of development, encompassing detached dwellings and the apartment building, has been subdivided and is in the process of being built out.

REQUEST FOR COUNCIL DECISION



The image above is the Proposed Subdivision Layout from the Trinity Crossing Outline Plan, which includes the area to be re-designated as residential along the north-south collector road through the middle of the drawing. This area will accommodate the future development of detached dwellings. The area around the portion being re-designated is intended for detached dwelling residential and municipal reserve.

REQUEST FOR COUNCIL DECISION



The existing zoning in the area aligns with the types of land use districts identified in the Proposed Subdivision Layout. The Proposed Subdivision Layout uses R1C Residential as the designation, however, the Land Use Bylaw has since been amended so that R1C has been removed and replaced with the R1 district. The zoning located within the immediate area includes Neighbourhood Commercial District (C2), Residential Detached District (R1), Residential Apartment District (R6), Greenspace (GS) and Utility District (UT) lands.

The proposed rezoning is consistent with the North Area Structure Plan and the Trinity Crossing Outline Plan. Administration supports the proposed rezoning and is presenting Bylaw 400.28 for 2nd and 3rd Reading.

LEGISLATIVE AUTHORITY:

CITY OF LACOMBE - LAND USE BYLAW 400

- Part 9, Section 9.13 – Land Use Bylaw 400 – R1 Residential Detached District
- Part 13, Section 13.9 – Land Use Bylaw 400 – FD Future Designation District
- Part 15, Section 15.1 – Land Use Bylaw 400 – Land Use District Maps

REQUEST FOR COUNCIL DECISION

MUNICIPAL GOVERNMENT ACT, RSA 2000, C.M-26

- Section 606 – Requirements for Advertising
- Section 640 – Land Use Bylaw
- Section 692 – Planning Bylaws

MUNICIPAL DEVELOPMENT PLAN – GROWING LACOMBE:

- Where We Live: Residential
 - RES5.1: Housing Diversity
 - RES5.4: New Residential Housing Density

STRATEGIC PLAN ALIGNMENT:

There is no specific goal or objective that speaks to this type of development. Processing rezoning applications is a core City service.

PUBLIC ENGAGEMENT/COMMUNICATION STRATEGY:

The public hearing and Bylaw 400.28 were advertised in the February 27th and March 5th editions of the Lacombe Express. The same information was posted on the City's website. All neighbouring property owners were sent written notification of this application and a copy of Bylaw 400.28 on February 14, 2020.

The Manager of Recreation & Culture commented on the referral noting there should be sidewalks going in along the roadways, but otherwise there are no concerns.

As of the date of preparing the RFD, no additional comments have been received.

ALTERNATIVE MOTION(S):

1. THAT Council give second reading to Bylaw 400.28 as presented.
 - 1B. THAT Council direct Administration to make amendments to Bylaw 400.28 prior to second reading.
 - 1C. THAT Council refuse second reading to Bylaw 400.28.
2. THAT Council give third reading to Bylaw 400.28 as presented.
 - 2B. THAT Council direct Administration to make amendments to Bylaw 400.28 prior to third reading.
3. THAT Council refuse third reading to Bylaw 400.28.

ATTACHMENTS:

Bylaw 400.28

**CITY OF LACOMBE
BYLAW 400.28**

A Bylaw of the City of Lacombe to amend the Land Use Bylaw No. 400 by rezoning land which is described as Part of NW1/4 Sec. 32-40-26-W4M and Part of Closed Road Allowance C. of T. 082 247 200 +1 from (FD) Future Designation to (R1) Residential Detached District.

WHEREAS, Notice of the intention of Council to pass a bylaw has been published in the Lacombe Express on February 27, 2020 and March 5, 2020 in accordance with section 606 of the Municipal Government Act, and

WHEREAS, notification letters have been mailed to adjacent landowners on February 14, 2020;

WHEREAS, a Public Hearing was held on March 9, 2020 to allow the general public to provide input into the proposed Bylaw amendments;

NOW THEREFORE the Municipal Council of the City of Lacombe, in the Province of Alberta, duly assembled in accordance with the Municipal Government Act, R.S.A. 2000, c. M-26, and amendments thereto, enacts the amendments to Bylaw 400 as follows:

1. Schedule A of Bylaw 400 is amended as follows:
 - a) Part 15.1 of the Land Use Bylaw No. 400 is amended by rezoning Part of NW1/4 Sec. 32-40-26-W4M and Part of Closed Road Allowance C. of T. 082 247 200 +1 from (FD) Future Designation to (R1) Residential Detached District as shown in Attachment A.
2. This bylaw shall come into force and effect when it receives third reading and is duly signed.
3. If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

INTRODUCED AND GIVEN FIRST READING THIS 10th day of February, 2020.

GIVEN SECOND READING THIS _____, 2020.

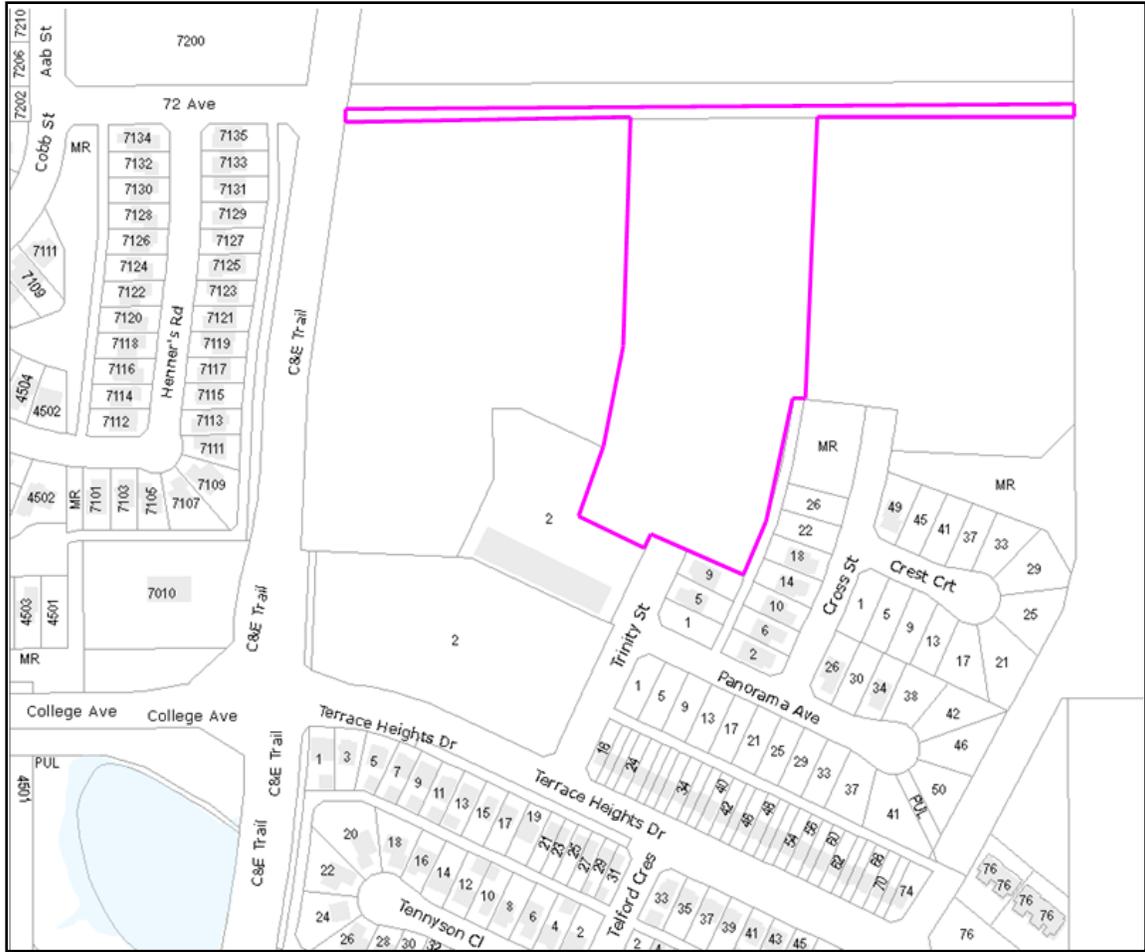
GIVEN THIRD AND FINAL READING THIS _____, 2020.

Mayor

Chief Administrative Officer

**City of Lacombe Bylaw 400.28
Attachment A – Location Map**

Rezoning area is located within the pink boundary.



REQUEST FOR COUNCIL DECISION



SUBJECT: 3rd Reading of Bylaw 400.24 – Proposed Amendments to the Land Use Bylaw
PREPARED BY: Craig Teal, RPP MCIP
PRESENTED BY: Jordan Thompson, Director of Operations and Planning
DATE: March 9th, 2020

FILE: 61.201.24 (19)

PURPOSE:

To present Bylaw 400.24 and proposed amendments to Bylaw 400.24 to Council for their consideration.

RECOMMENDED MOTION(S):

1. THAT Council give third reading to Bylaw 400.24 with the following amendments (Option A, B or C).

RELATED PRIOR MOTION(S):

1. THAT Council give first reading to Bylaw 400.24 as presented.
2. THAT Council schedule a public hearing for Bylaw 400.24 to be held at 5:30PM on Monday, February 24, 2020.
3. THAT Council amend Bylaw 400.24 by
 - a. That a temporary building be allowed for the duration of the building permit and for the purposes of storage for 30 days;
 - b. replacing item 1 r) with the following:
“8.1.9 a) is replaced with the following:
Provided that there is a landscaping strip on one side of the residential front driveway, the minimum distance between driveways serving single detached units, semi-detached or duplex dwelling units, or any form of multi-unit residential other than an apartment building may be nil.”
 - c. adding “Up to 50% of the total number of suites allowed per block may be pre-approved in an approved Outline Plan” as the last sentence in item 1 y); and
 - d. deleting item 1 aa)
4. THAT Council give second reading to Bylaw 400.24 as amended

EXECUTIVE SUMMARY:

Administration prepared Bylaw 400.24 to amend the Land Use Bylaw (LUB) for Council’s consideration. A public hearing was held on February 24, 2020 during which one concern was presented by a landowner regarding the proposed requirement for 2m side yards in the new

REQUEST FOR COUNCIL DECISION



Central Residential District Overlay. Council made amendments to Bylaw 400.24 addressing other issues at the time of second reading, which included changes to allow temporary buildings (see attached version of Bylaw 400.24). Council directed Administration to bring back options that address the concern around the 2m side yard for Council’s consideration at third reading.

ANALYSIS:

Administration has identified three options for Council’s consideration regarding the proposed 2m side yard requirement within the Central Residential District Overlay. They are as follows:

Options	Wording of Council Motion	Comments
A Site Specific	THAT Council replace 14.4.16(b)iii in Attachment B with: “ii With the exception of development within Plan 162 4190, all new residential developments shall have a minimum side yard of 2.0m.”	Will address the lots owned by the landowner who spoke at the public hearing only; keeps 1.5m side yard requirement
B Parcel Width	THAT Council replace 14.4.16(b)iii in Attachment B with: “ii With the exception of development on a parcel having a parcel width of 10.5m or less, all new residential developments shall have a minimum side yard of 2.0m.”	Will address any lot that is 10.5m wide or less regardless of district (R1N, R4, R2) and 4 of the 5 remaining lots for the landowner who spoke at the public hearing; keeps 1.5m side yard requirement
C No Change	No motion to identify any further changes; move to third reading as amended	This means no further changes other than those that were made at second reading; the 2m side yard would be required for all lots

REQUEST FOR COUNCIL DECISION



Administration recommends Option A which is a site specific exception. This addresses the concern of having enough parcel width to provide side yards and a range of marketable floor plans for future houses for the landowner who presented. It retains the general intent of having more generous spacing between buildings through the rest of the Central Residential District.

STRATEGIC PLAN ALIGNMENT:

Council's consideration of the amendments contained in Bylaw 400.24 speak **favourably** to the desired outcomes of Council's Strategic Goal 4.1.1B: *The Municipal Development Plan Reflects the will of Council and the Community* and 4.1.2A(1): *The Land Use Bylaw ensures that the rezoning and subdivision of large lots is compatible with homes and businesses in the neighbourhood.*

PUBLIC ENGAGEMENT/COMMUNICATION STRATEGY:

The public hearing and Bylaw 400.24 were advertised in the February 13, 2020 and February 20, 2020 editions of the Lacombe Express. The same information was posted on the City's website. Members of the development community were emailed a notice of the public hearing and a copy of Bylaw 400.24. One landowner attended and presented at the public hearing.

Following passage of this bylaw, Administration will issue a media release highlighting the positive changes, and develop a fact sheet for members of the public, developers, and builders outlining the changes to the Land Use Bylaw.

ALTERNATIVE MOTION(S):

1. THAT Council give third reading with the Option A amendment.
2. THAT Council give third reading with the Option B amendment.
3. THAT Council give third reading with no further amendments (Option C).
4. THAT Council direct Administration to present alternative amendments to Bylaw 400.24 prior to third reading.
5. THAT Council refuse third reading of Bylaw 400.24.

ATTACHMENTS:

- Bylaw 400.24 with amendments made at Second Reading

**CITY OF LACOMBE
BYLAW 400.24**

A Bylaw of the City of Lacombe to amend the Land Use Bylaw No. 400, by amending various parts of Schedule A of Bylaw 400.

WHEREAS, Notice of the intention of Council to pass a bylaw has been published in the Lacombe Express on February 13, 2020 and February 20, 2020 in accordance with section 606 of the Municipal Government Act, and

WHEREAS, a Public Hearing was held on February 24, 2020 to allow the general public to provide input into the proposed Bylaw amendments;

NOW THEREFORE the Municipal Council of the City of Lacombe, in the Province of Alberta, duly assembled in accordance with the Municipal Government Act, R.S.A. 2000, c. M-26, and amendments thereto, enacts the amendments to Bylaw 400 as follows:

1. Schedule A of Bylaw 400 is amended as follows:

- a) Table of Contents is amended as follows:
"14.4.16 Central Residential District" is added.
- b) Part 3.2.3 a) is amended as follows:
"development applications for permitted use developments requiring a variance of less than or equal to 15%;"
- c) Part 3.2.3 c) is amended as follows:
"development permit applications for Class 2 signs requiring a variance of less than or equal to 15%; and;"
- d) Part 3.2.3 e) is amended as follows:
"development applications (permitted and discretionary) for development permits within the Flood Hazard Area Regulations Overlay (Section 14.6). For permits requiring a variance greater than 15% (other than Development Officer Variances outlined in sections 4.8.1 – 4.8.6) the use is to be considered by the Development Officer, while the variance is to be considered by the Municipal Planning Commission;"
- e) Part 3.2.3 f) is added as follows:
"development permit applications, including variances over 15%, discretionary uses, etc., where the application has been referred to adjacent landowners, and where no concerns or objections have been received. The Development Officer may choose to refer any of these applications to the Municipal Planning Commission for consideration."
- f) Part 3.3.3 is amended as follows:
"Unless otherwise stated in Section 4.8 and Section 3.2.3, the Municipal Planning Commission shall be authorized to consider and decide upon:"
- g) Part 3.3.3 a) is amended as follows:
"development applications requiring a variance of greater than 15%;"
- h) Part 3.3.3 c) is amended as follows:
"development applications for Class 3 signs and for Class 2 signs requiring a variance greater than 15%;"
- i) Part 3.3.3 d) is amended as follows:
"development applications subject to the provisions of the Historic District Area Overlay (Section 14.5), the Place of Worship Overlay (Section 14.7), and variances greater than 15% in the Flood Hazard Area Regulations District Overlay"
- j) Part 4.3.1 j) is replaced with:
That a temporary building be allowed for the duration of the building permit and for the purposes of storage for 30 days;

"A temporary building, the purpose of which supports the carrying out of a development for which a permit has been issued, for the duration of time needed to complete the work approved in the permit **or** a temporary building

used for the purposes of storage up to a maximum of 30 consecutive days or up to 60 days if an additional 30 days has been approved by the City's CAO;"

- k) Part 4.8.1 is deleted and replaced with:

"The Development Officer may grant a variance:

 - a) of up to fifteen percent (15%) from the requirements of this Bylaw, subject to clause 4.7.3 and being satisfied that the variance will not result in a development that does not comply with the requirements of the *Municipal Government Act*, the Subdivision and Development Regulation, the *Safety Codes Act*, as amended, or any applicable Statutory Plans or Outline Plans adopted by the Municipality;
 - b) over fifteen percent (15%) from the requirements of this Bylaw, subject to clause 3.2.3 f)."
- l) Part 4.8.2 is amended as follows:

"The Development Officer may grant a setback variance that is greater than 15% from the requirements of the Bylaw when a parcel corner is angled to accommodate sight lines, subject to:"
- m) Part 4.8.7 is amended as follows:

"The Municipal Planning Commission may grant a variance from the requirements of this Bylaw, subject to 3.2.3 f) and 4.7.3 and being satisfied that the variance will not result in a development that does not comply with the requirements of the *Municipal Government Act*, the Subdivision and Development Regulation, the *Safety Codes Act*, as amended, or any applicable statutory plans or Outline Plans adopted by the Municipality."
- n) Part 4.9.1 b) is amended as follows:

"for all discretionary use permit decisions and variances issued by the Development Officer pursuant to clauses 3.2.3 (b through f), a notice of decision shall be provided in writing to the applicant and landowner, as well as to all neighbouring landowners within 60m of the subject property. The notification shall outline the nature of the application, the decision of the Development Officer, and provide information on how one may appeal the decision, as per Section 4.13. In addition, a notice shall be posted on the City of Lacombe's website and a notice may be posted on the subject lands, which has the effect of direct notification to any landowner, tenant of land or building within the general area, whose use and enjoyment of property may be affected;"
- o) 7.9.1 b) is amended as follows:

"For businesses with zero (0) metre front setbacks, one (1) sign may be placed on City property adjacent the front property boundary provided that the sign is placed to maintain the maximum area possible for safe and unimpeded pedestrian passage."
- p) Part 8.12.6 b) is added as follows:

"The Development Authority may require enhanced screening for any multi-attached housing structure which is adjacent to a detached dwelling."
- q) Part 8.13.8 is deleted and replaced with:

"The following landscaping standards shall apply to residential development of R1, R1-N, R2, R3 and R4 Districts:"
- r) 8.1.9 a) is replaced with the following:

"Provided that there is a landscaping strip on one side of the residential front driveway, the minimum distance between driveways serving single detached units, semi-detached or duplex dwelling units, or any form of multi-unit residential other than an apartment building may be nil."
- s) Part 9.2.1 c) is deleted and replaced with:

"accessory residential buildings are subordinate to the principal use/building on the parcel and so the accessory residential building mass should not exceed the principal building mass. To ensure appropriate building mass, the maximum size of an accessory residential building for:

 - i developments which are not approved as a multiple housing development may be up to 60% of the principal building parcel coverage, but should not exceed individually 70m²; or

- ii developments approved as a multiple housing development may be up to 40% of the principal building(s) parcel coverage, but should not individually exceed 150m²; or
 - iii developments located on lots designated as R-LI will not be subject to clause 9.2.1 c) i); or
 - iv. developments located on R1 lots, which are 1500m² or larger, may be up to 70% of the principal building parcel coverage, but should not exceed individually 140m².”
- t) Part 9.4.2 c) is deleted and replaced with:
“where a property has a lane, the Development Authority will encourage that all required parking be designed to complement the surrounding neighbourhood;”
- u) Part 9.11.8 is amended as follows:
“A garden suite shall be considered an accessory residential building.”
- v) Part 9.11.9 is deleted and replaced with:
“The building footprint of the accessory residential building containing the garden suite shall be subject to clause 9.2.1c).”
- w) Part 9.11.9 a) is deleted.
- x) Part 9.11.11 a), b) and c) are deleted and replaced with:
“a) zero or one bedroom suites: one (1) parking space; or
b) two bedroom suites: two (2) parking spaces.”
- y) Part 9.11.17 is amended as follows:
“Where an approved Outline Plan identifies ‘pre-approved’ locations for garden and secondary suites, these suites shall be considered a permitted use. Up to 50% of the total number of suites allowed per block may be pre-approved in an approved Outline Plan.”
- z) Part 9.11.18 is amended as follows:
“Pre-approved garden and secondary suites shall count towards fulfilling the total number of suites allowed in any one (1) block. Should the garden or secondary suite not be constructed and completed within five (5) years of the principal dwelling’s building permit being approved, the garden or secondary suite ‘pre-approval’ shall be forfeited to enable the development of other suites to contribute towards the blocking percentage.”
- aa) Deleted at Second Reading
- bb) Part 10.15.1 is amended to add “Education facility” as a discretionary use in the C3 District
- cc) Part 10.18.1 is amended to add “Education facility” as a discretionary use in the UC District
- dd) Figure 14.1 is amended, as shown in Attachment A.
- ee) 14.3 Overlay Districts is amended to add “14.4.16 Central Residential District”
- ff) Part 14.4.10 b) iii) is added as follows:
“All new residential developments shall have a minimum side yard setback of 2.0m.”
- gg) Part 14.4.10 d) iv) is amended as follows:
“Accessory Buildings should use the same façade treatment and finishing as the principal buildings.”
- hh) Part 14.4.10 e) i) is amended as follows:
“Parking should be provided on site via rear lanes so that the building can be setback at a distance that is the same as adjacent buildings to create a consistent streetscape character.”
- ii) Part 14.4.10 e) ii) is amended as follows:
“Loading and storage areas shall be located to the rear of any building and be screened from public roadways through landscaping.”

jj) Part 14.4.10 f) is deleted.

kk) Part 14.4.11 b) iii) is added as follows:

"All new residential developments shall have a minimum side yard setback of 2.0m."

ll) Part 14.4.11 f) i) is amended as follows:

"All parking should be accessed through the lanes. Where parking is proposed from the street it should be through the provision of a garage which:"

mm) Part 14.4.11 g) is deleted.

nn) Part 14.4.12 e) ii) is added as follows:

"Residentially zoned buildings shall have a minimum side yard setback of 2.0m."

oo) Part 14.4.12 i) is deleted.

pp) Part 14.4.13 i) iv) is amended as follows:

"Accessory Buildings should use the same façade treatment, finishing, materials, and colours as the principal buildings."

qq) Part 14.4.14 d) iii) and iv) are deleted and replaced with:

"iii Side yards: For properties abutting 50 Avenue, 10% of parcel width for each side yard (totaling 20%) with a minimum of 2m.

iv For those units not abutting 50 Avenue, the setbacks (front and rear) of the underlying District shall prevail. The side yard setback shall be a minimum of 2m"

rr) Part 14.4.14 e) iv) is amended as follows:

"Accessory Buildings should use the same façade treatment, finishing, materials, and colours as the principal buildings."

ss) Part 14.4.14 f) is deleted.

tt) Part 14.4.14 g) i) is amended as follows:

"All parking should be accessed from the rear lanes as any further parking curb cuts along 50 Avenue shall be prohibited. The reuse of existing curbs may occur, although new or redeveloped front attached garages shall be at the discretion of the Development Authority."

uu) Part 14.4.14 g) ii) is amended as follows:

"Loading and storage areas shall be located to the rear of any building, fronting onto the rear lane and be screened from public roadways through landscaping."

vv) Part 14.4.16 is added, as shown in Attachment B.

2. This bylaw shall come into force and effect when it receives third reading and is duly signed.
3. If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

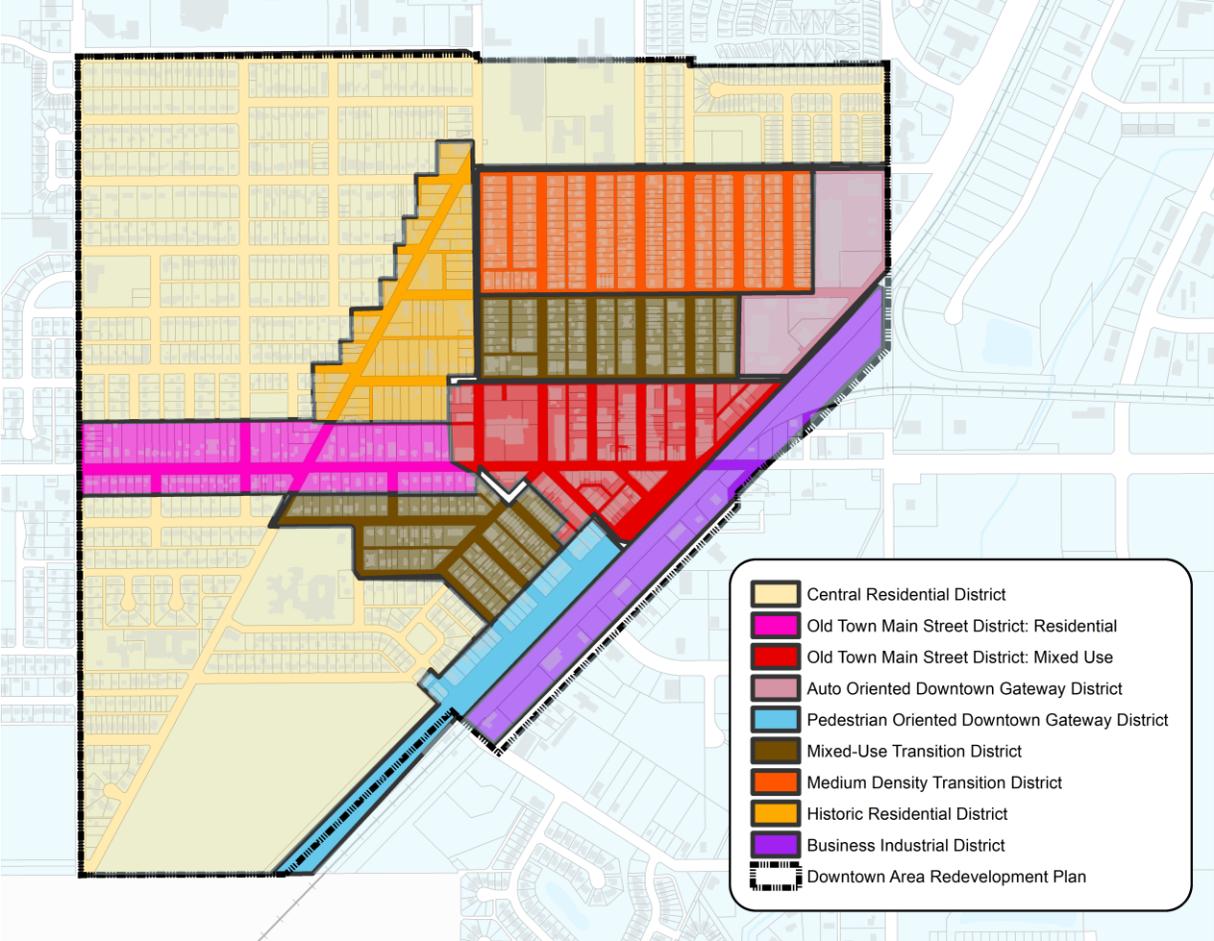
INTRODUCED AND GIVEN FIRST READING THIS 9th day of December, 2019.

GIVEN SECOND READING THIS 24th day of February, 2020.

GIVEN THIRD AND FINAL READING THIS ____ day of _____, 20__.

Mayor

Attachment "A"
Figure 14.1

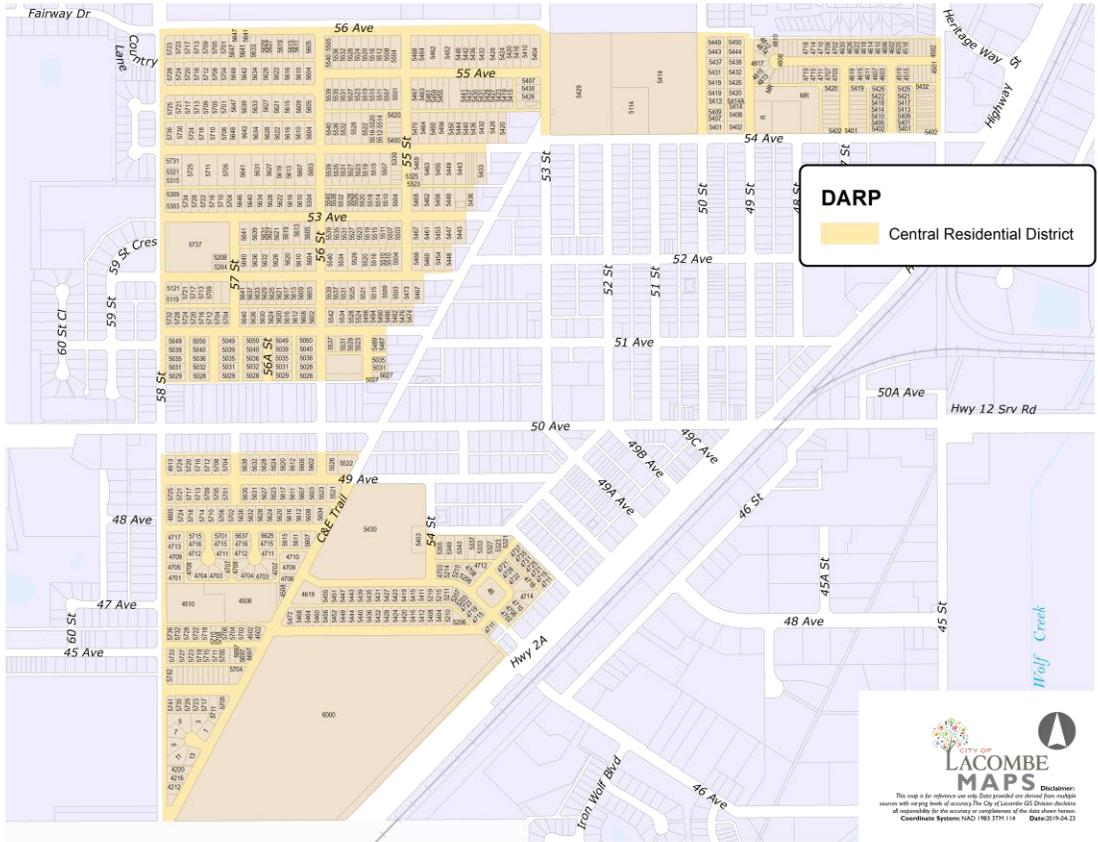


Attachment "B"
Part 14.4.16

14.4.16 CENTRAL RESIDENTIAL DISTRICT

- a) General Purpose: To regulate the development of major additions and new infill in a manner that is compatible with the scale and character of the existing area, shown in the map below.

Central Residential District:



- b) New Construction / Infill
- i Infill developments shall be sensitive to the character, scale, façade, and materials of adjacent buildings and users within this District Overlay. This will be provided through the provisions set forth in this Overlay District.
 - iii All new residential developments shall have a minimum side yard setback of 2.0m.
- c) Building Components
- i Roofs: The principal roof of the building shall have a slope of 3 in 12 or greater. Where residential development proposes a flat roof or slope of less than 3 in 12, it shall be at the discretion of the Development Officer.
 - ii Entrances: All new development which provides for more than one dwelling unit per site shall be developed to promote street orientated design. Aspects of street orientated design include (but may not be limited to):
 - Front verandahs
 - Roof elements separating the first storey from the second storey
 - Larger windows facing the street
 - Minimal front yard parking, where any garage is setback from the primary façade of the structure; or with a second story above the garage.
 - iii A hard surfaced pedestrian path shall link all parking for multi-unit development to entrances.

d) **Building facade / Building Materials**

- i All exposed building façades shall be carefully designed to create a unified building exterior.
- ii All building façades shall use high quality, compatible and harmonious exterior finishing materials.
 - Wood, metals, and plastics shall be deemed acceptable as trim materials for window and door frames, cornices, and awnings or canopies.
 - Façade trim work, including window and door frames, cornices, pilasters, awnings, canopies and other elements may be any colour, with the exception of luminescent, fluorescent or metallic colours.
 - Trim work around windows shall be delineated through wider framing or different colours from the main principal building.
- iii Accessory Buildings should use the same façade treatment and finishing as the principal buildings.

e) **Parking and Access**

- i Parking should be provided on site via rear lanes so that the building can be setback at a distance that is the same as adjacent buildings to create a consistent streetscape character.
- ii Loading and storage areas shall be located to the rear of any building and shall be screened from public roadways through landscaping.
- iii Landscaping shall be provided between public roadways and surface parking facilities, excepting access to the parking facilities. The minimum width of landscaping from the property line to the parking facility surface should be 2m when abutting a public roadway.
- iv Where parking is provided from the lane for multiple housing developments, it shall:
 - provide screening from adjacent properties – either through fences or be framed by vegetation (i.e. shrubs) .6m to .9m in height. Preferred fencing includes wrought iron, wood picket or rope and tie/post and cable fencing. Where fence material is chain link, it shall be painted black.**
 - be setback from the rear of the principal building to ensure that a strip of landscaping is provided between the principal building and the parking facilities.
- v Landscaping shall be provided between public roadways and surface parking facilities, excepting access to the parking facilities. The minimum width of landscaping from the property line to the parking facilities surface should be 2m when abutting a public roadway.

REQUEST FOR COUNCIL DECISION



SUBJECT: Committee, Board and Commission Appointments for Citizens-at-Large
PREPARED BY: Ross Pettibone, Legislative Coordinator/Executive Support
PRESENTED BY: Matthew Goudy, Chief Administrative Officer
DATE: March 9, 2020

FILE: 11/117/2020

PURPOSE:

To bring to Council for approval a new term appointment for a Citizen-at-Large on the Affordable Housing Strategy Steering Committee as established by Lacombe City Council.

RECOMMENDED MOTION(S):

1. THAT Council approve the appointment of Kim Willington to the Affordable Housing Strategy Steering Committee with a term ending December 31, 2021.

RELATED PRIOR MOTION(S):

1. (October 28, 2019): THAT Council approve the Board appointments and reappointments as presented, with remaining vacancies to be advertised.

EXECUTIVE SUMMARY:

For all Citizens-at-Large positions on Boards and Committees, administration conducts public advertising, obtains approval from the Mayor, distributes applications to the receiving Board or Committee for information, with recommended appointments presented to City Council for ratification.

The bylaw requirements are for:

- Between six and eight public individuals from the City of Lacombe on the Affordable Housing Committee, in addition to two Council.

ANALYSIS:

Council is asked to appoint one new applicant for a two-year term. A sitting member expired February 26, 2020.

Advertising continues for unfilled 2020 vacancies on the Affordable Housing Strategy Steering Committee, the Municipal Planning Commission, Art Committees, and Lacombe Library Board.

REQUEST FOR COUNCIL DECISION



Affordable Housing Strategy Steering Committee

(2 year terms, can be reappointed)

- Council: Reuben Konnik, 2019, - At Pleasure
- Council: Chris Ross, 2019, - At Pleasure
- Citizen at Large: Robyn Jones, Sept 10/19 – Sep 10/21 (*First Appointment*)
- Citizen at Large: **Kim Willington**, March 9/20 – Dec 31/21
- Citizen at Large: Vacant
- Citizen at Large: Bernard Skoretz, Jan 1/20 - Dec 31/21 (*Appointed 2018*)
- Citizen at Large: Outi Kite, Jan 1/20 – Dec 31/21 (*Appointed 2015*)
- Citizen at Large: Susan MacDonald, Jan 1/20 - Dec 31/21 (*Appointed 2015*)

STRATEGIC PLAN ALIGNMENT:

4.5.8 Encourage Volunteerism: To Support Volunteerism in the Community.

A. Strongly support volunteerism.

B. Advertise volunteerism partnering opportunities to build a growing sense of community.

PUBLIC ENGAGEMENT/COMMUNICATION STRATEGY:

Positions are publicly advertised per policy.

ALTERNATIVE MOTION(S):

1. THAT Council approve the appointment of Kim Willington to the Affordable Housing Strategy Steering Committee with a term ending December 31, 2021.
2. THAT Council not ratify the appointments and direct the administration on how they wish to proceed

ATTACHMENTS:

Board Appointment for Citizen-at-Large

Resume (Available in Camera)

REQUEST FOR COUNCIL DECISION



Citizen-at-Large Board/Committee/Commission Appointments

Affordable Housing Strategy Steering Committee

Appoint Kim Willington for a term ending December 31, 2021

MONTHLY SIGNIFICANT EVENTS REPORT

Chief Administrative Officer

Date: to March 3rd, 2020

Financial

- Provincial Budget released
- Budget followed through on previous notices of additional reductions in MSI and GIPOT, as expected
- Some minor grant programs put on hold – STIP, ICIP

Administrative

- Response to Wolf Creek Public Schools presentation and questions

Planning & Development

- \$5.1M in building permits in January makes the first month of 2020 the strongest in recent history

Regional Matters

- Meeting with Lacombe County to officially begin process for industrial connection to NRDRWWSC system

External Recognition

- FCSS 50th Year Anniversary Kickoff Celebration



LACOMBE POLICE COMMISSION

Direct Line: 403-782-1287
E-mail: policecommission@lacombe.ca
Main Office: 403-782-6666
Fax: 403-782-5655

5432 56th Avenue
Lacombe, AB T4L 1E9

February 21, 2020

City of Lacombe
5432-56 Ave
Lacombe, Alberta T4L 1E9

ATTN: City Council

Dear Sirs/Madams:

RE: DEPARTMENT SERVICE REVIEW



The Lacombe Police Commission is in favour of the City's initiative to perform service level reviews of its departments including the Lacombe Police Service.

The Lacombe Police Service is subject to review and audit by the Solicitor General's office to ensure that it is operating in conformance with Policing Standards established by the Government of Alberta. Those standards were developed to provide a tool to allow stakeholders to assess whether the service police were providing were adequate and effective. This audit was conducted in the fall of 2019. We are awaiting the written report, however Chief Blumhagen has had verbal confirmation that LPS as successfully met the audit standards.

The Solicitor General's office has also commenced a program to provide a separate performance measures assessment of the Lacombe Police Service. LPS asked for this assessment to be conducted and a report issued.

The Lacombe Police Commission will provide both the Audit and the Performance Measures Assessment to Council for review. If the City determines that it needs to conduct a further review the Commission requests that it be included in the process and in the direction given to the assessor. It will be important that the assessor retained by the City have a thorough understanding of the department's duties and obligations to provide minimum levels of service pursuant to the provincial Policing Standards.

We look forward to working with Council in this important endeavor.

Yours truly,

Corey Gish, Chair
Lacombe Police Commission

COLD SHOT

A division of Balwaria Empire Pvt. Ltd.

#104, 11041 105 Avenue, Edmonton, AB, T5H3Y1

PH: - 780-705-5466

FAX: - 780-426-5455



February 24, 2020

Matthew Goudy CAO

5432-56 Ave

Lacombe, AB T4L 1E9

Dear Mr Goudy:

Re: Cancellation of Bus Service

I am writing you this letter to notify you about the termination of passenger bus service provided by Cold Shot in the Town of Lacombe commencing March 15th, 2020.

As a result of discontinuation of Greyhound Canada Transportation Services in October of 2018, no longer servicing Western Canada, Cold Shot has been providing passenger services in their place. However due to low ridership and a lack of support from smaller communities, Cold Shot can no longer afford to provide this service. We recently just renewed our business licence and will continue to have it until its expiry in the event that changes could allow Cold Shot to provide service to your area again.

Thank for allowing us to serve your community until this point and we wish you all the best for the future projects that you are going to engage in.

Respectfully,

A handwritten signature in black ink, appearing to read "Sunny Balwaria".

Sunny Balwaria

Director

Vivian Dobbin

FOIP Section 17(1)

February 24, 2020

Mayor Grant Creasey and City Councilors
City of Lacombe
5432 56 Avenue
Lacombe, AB T4L 1E9



Re: City of Lacombe water bills for the months of January and February 2020 for 4730 B College Ave.

Dear Mayor Creasey and City Councilors,

My name is Vivian Dobbin. I am an 80 year old widow as my husband **FOIP Section 17(1)** passed away on January 31, 2020. My late husband and I own the above property and lease it to a long term tenant who is also a widow in her 80s.

Our tenant recently went **FOIP Section 17(1)** from February 13-16, 2020 and apparently for some or all of the time she was away (and likely before that time) the basement toilet was running continuously.

I received the January 2020 water bill in mid February and was shocked to see the hydro portion of the bill, which is usually around \$200, to be \$901.50. I immediately went down to City Hall and was told by **FOIP Section 17(1)** that on January 23 the water usage increased dramatically. She also said that it was estimated that the February water bill will be approximately \$1,500. **FOIP Section 17(1)** recommended that I check the 4 toilets on the property (in two units) as it appeared at least one was running continuously.

I immediately went to the property (February 13) and found one toilet at the above property, where the tenant was away, was in fact running. I stopped the toilet from running.

I had the toilet looked at by a plumber on February 21 and was advised that the toilet is functioning properly and nothing is wrong with it.

As you can imagine, water bills of \$2,400 over two months, where the bills are typically \$400, are a substantial and significant hardship where both the tenant and the landlord are elderly women on limited fixed incomes.

I am writing this letter to request that the City of Lacombe grant relief regarding the January and February water bills for the above property and reduce the approximate \$2,400 in costs to \$400.

Thank you for your consideration.

Yours truly,

FOIP Section 17(1)

Vivian Dobbin

FOIP Section 17(1)

NORTH RED DEER RIVER WATER SERVICES COMMISSION
REGULAR MEETING MINUTES
September 9, 2019

In Attendance: Chair Ken Wigmore, Lacombe County Councillor
Councillor Mark Matejka, Ponoka County
Mayor Richard Poole, Town of Blackfalds
Mayor Grant Creasey, City of Lacombe
Mayor Rick Bonnett, Town of Ponoka
Justin de Bresser, NRDRWSC Administrator
Jennifer Peterson, Administrative Assistant

Others Present: Albert Frootman, CAO, Town of Ponoka
Myron Thompson, CAO, Town of Blackfalds
Preston Weran, Director of Infrastructure, Town of Blackfalds
Matthew Goudy, CAO, City of Lacombe
Michael Minchin, Director of Corporate Services, Lacombe County
Bill Cade, Director of Operations, Lacombe County
Jordan Thompson, Operation & Planning Director, City of Lacombe
Angela Smith, Regional Utilities Foreman, City of Lacombe
Amber Mitchell, Engineering Manager, City of Lacombe

Guests: Tim Ainscough, Environmental Services Manager, City of Red Deer
Todd Simenson, VP, Stantec
Joel Sawatzky, Managing Leader, Water, Stantec
Stephan Weninger, Sector Leader, Water, Stantec
Dorian Wandzura, Independent Contractor
Heather Von Hauff, Executive Director, Water Policy Branch (GOA)
Steve Wallace, Director, Groundwater and Water Allocation Policy (GOA)

1. Call to Order:

Chair Wigmore called the meeting to order at 9:02 am.

2. Adoption of the Agenda:

MOVED by Mayor Bonnett that the agenda for September 9, 2019, be adopted as presented.

CARRIED

3. Adoption of the Minutes:

MOVED by Mayor Creasey that the minutes for June 17, 2019, be adopted as presented.

CARRIED

MOVED by Mayor Poole that the minutes for July 15, 2019, be adopted as presented.

CARRIED

4. Presentation

4.1. Asset Management Proposal – Stantec

Mr. Weninger and Mr. Sawatzky presented to the Commission an overview of the importance of Asset Management plan. The plan will allow the Commission to know what their physical assets are, and what conditions they are in now. A Risk analogy will be completed once all of the inventory has been accounted. The Risk of the inventory will be assessed and addressed in the plan. Stantec will work with the Commission to review the overall state and prepare the foundation and expectation going forward. This will allow the Commission to financially plan for their future needs of the line.

4.2. GOA – Ermineskin Cree Nation Water Agreement

Ms. Von Hauff and Mr. Wallace provided a high level overview of the work they have been doing to extend the regional waterline to the First Nations. They shared with the Board that an agreement has been signed between Ermineskin and the Province, to assist with the construction of a waterline to the boundary. The Province has provided funding for the feasibility study, identified further funding for the construction and the capital buy-in, to be confirmed in the Province's fall budget. The funds are contingent on the completion of a feasibility study. The Province has been in conversation with the Federal Government regarding the responsibility of water supply within the First Nations' boundaries.

5. IN Camera

MOVED by Mayor Bonnett to move into Camera at 9:12am.

CARRIED

MOVED by Mayor Poole to return to open meeting at 10:02 am.

CARRIED

Meeting break at 10:02am.

Ms. Von Hauff and Mr. Wallace left the meeting.

Returned to regular meeting at 10:08am.

6. Reports:

6.1. Operation's Report

Mr. Huston discussed the recent operation activities.

In summary:

- The calls for Alberta One are down this quarter.
- Operations were called out for a loss of power at PLC – replaced the UPS onsite and power was restored. As well, received a call by Alberta One due to a train derailment by Evraz.
- The hardware has been purchased for the SCADA upgrade. Will be given an opportunity to review the system to identify what is liked and what is not. Waiting on Telus for the cloud contract. Tentative schedule for completion is September 30th.

MOVED by Councillor Mark Matejka to receive the Operation's Report as information.

CARRIED

6.2. Administrator's Report

6.2.1. Mr. de Bresser presented the Administrator's report.

In summary:

- Finalized the waterline sales agreement with the City of Red Deer. Estimated closing is 15 days after the new vault is completed
- Hosted the First Nations feasibility study 'Kick Off' meeting with Stantec. Follow-up meetings have been scheduled for: September 17th and October 15th.
- Worked with Stantec to develop a cope of work for Asset Management.
- Met with Alberta Environment & Parks on June 19th.
- Currently working on the 2020 Operating Budget. The draft budget is to be presented at the November meeting.

MOVED by Councillor Mark Matejka to receive the Administrator's Report as information.

CARRIED

4.2.2 Financial Variance Report

The financial variance report ending June 30, 2019 was presented by Mr. de Bresser. Water sales are on budget. The usage is consistent with the same as last year with the exception of Ponoka, they are exceeding the yearly estimate. Expenses are in-line for this year.

The Commission bond portfolio is showing a 3.8% return since invested.

MOVED by Mayor Bonnett to receive the Administrator's Report and the Variance Report as information.

CARRIED

6.3. Chairperson's Report

Chair Wigmore had nothing to report at this time.

7. **Old Business:**

7.1. Operational and Administrative Service Contract

Mr. de Bresser presented to the Board with options for the Administrative and Operational Services Agreement. The current agreement will expire on December 31, 2019. The City of Lacombe has provided services for the Commission since 2010. The City is requesting that the Commission extend the agreement for additional 3-years, with a proposed a 5% increase in 2020 and then 2% for the remaining years of the contract.

MOVED by Mayor Poole to accept the City of Lacombe's recommendations as presented, to award the City of Lacombe the Operational and Administrative Service Contract for the next three (3) years effective January 1, 2020 to December 31, 2022.

CARRIED

8. **New Business:**

8.1. Asset Management Proposal

Mr. de Bresser requested the Board consider including the Asset Management proposal that was presented by Stantec, in the 2020 Capital Budget. The Asset Management Plan will include all the lateral lines within the municipally boundaries as well as the main line. The cost of the project would be funded out of Capital Reserves.

MOVED by Mayor Creasey to direct Administration to include the Asset Management proposal for consideration in the 2020 Capital budget. .

CARRIED

8.2. Acting Administrator

Mr. de Bresser advised the Board that he has accepted another position at a different municipality and will be stepping down from the Commission as the Administrator.

The City has put forth Jordan Thompson as the acting administrator until the positions can be filled on a permanent basis.

MOVED by Councillor Matejka to appoint Jordan Thompson as acting Administrator effective September 27, 2019.

CARRIED

8.3. New Signing Authority

Mr. de Bresser advised the Board that under the Section 6.15 of Bylaw #1 it outlines the responsibility for signing document. With his departure the Board will need to appoint a new signer and recommends that the Acting Administrator, Jordan Thompson, be appointed.

MOVED by Mayor Poole that the Board for the North Red Deer River Water Services Commission hereby appoint the following signing officer for the purpose of executing cheques, promissory notes, bills of exchange and other instruments, whether negotiable or not, on behalf of the Commission: Acting Administrator Jordan Thompson and that Justin de Bresser's name be removed as a signer.

CARRIED

9. Next Meeting:

Monday, November 4, 2019 at 9:00 am, City of Lacombe Council Chambers.

Monday, December 9, 2019 at 9:00 am, City of Lacombe Council Chambers.

10. Adjournment:

MOVED by Mayor Bonnet to adjourn this meeting at 10:51 am.

CARRIED

__Original signed _____
Chairperson

_____Original Signed_____
Administrator

REGIONAL WASTEWATER MEETING MINUTES

November 4, 2019
COUNCIL CHAMBERS
LACOMBE AB

In Attendance:

Members: Councillor Ken Wigmore, Chair, Councillor, Lacombe County
Mayor Richard Poole, Vice Chair, Mayor, Town of Blackfalds
Mayor Grant Creasey, Director, Mayor, City of Lacombe

Others: Matthew Goudy, CAO, NRDRWWSC
Preston Weran, Director of Infrastructure & Property Services, Town of Blackfalds
Tim Timmons, County Commissioner, Lacombe County
Jordan Thompson, Director of Operations & Planning, City of Lacombe
Chris Huston, Utilities Manager, City of Lacombe
Denise Bellabono, Administrative Assistant, NRDRWWSC

Guests: Joel Sawatzky, Stantec Consulting Ltd.
Todd Simenson, Stantec Consulting Ltd.

Regrets: Myron Thompson, CAO, Town of Blackfalds
Michael Minchin, Manager of Corporate Services, Lacombe County
Amber Mitchell, Engineering Services Manager, City of Lacombe

1. Call to Order:

CAO Goudy called the meeting to order at 10:37am.

CARRIED

2. Adoption of the Agenda:

MOVED by Vice Chair Poole that the agenda for November 4, 2019 be adopted as presented.

CARRIED

3. Nomination of Officers

- 1) Chairman
Mayor Poole nominated Lacombe County, Councillor Ken Wigmore

MOVED by Mayor Creasey that the nomination of Chair cease.

CARRIED

- 2) Vice Chairman
Mayor Creasey nominated Town of Blackfalds, Mayor Richard Poole

MOVED by Councillor Wigmore that the nomination of Vice-Chair cease.

CARRIED

MOVED by Mayor Creasey that Councillor Ken Wigmore be elected Chair and Mayor Richard Poole be elected Vice Chair of the North Red Deer Regional Wastewater Services Commission for the term of one-year term as stated in the NRDRWWSC Bylaw1, effective November 4, 2019 and expiring November 5, 2020.

CARRIED

4. Adoption of Previous Minutes

Regular Meeting of September 9, 2019, 2019

MOVED by Director Creasey that the minutes for September 9, 2019 meeting be adopted as amended.

CARRIED

5. 2020 Operating Budget

CAO Goudy presented to the Commission the 2020 Operating Budget for consideration and approval based on actual usage in addition to the business plan. The Regional Wastewater rate will remain at 1.87 per cubic metre for 2020, with reductions to natural gas, chemicals, debentures and interest. Estimated costs will increase for legal fees, insurance premiums, bond premiums, treatment charges, operations contract, water and electrical utilities, and transfer to operating reserve. Until all members are substantially drawing services, a requisition for both estimated debt and administration will be charged to each municipality.

MOVED by Vice Chair Poole that the Commission adopt the 2020 Operating Budget.

CARRIED

6. Operational Report

Manager Huston presented the operational report for November 4, 2019 with updates on candy canes installed in Lacombe and Blackfalds as well as the modifications required of the pump programming. Stantec is working with Postma Electric on the reconfiguration of the pump cables in Lacombe and will be complete by November 6, 2019. The estimated delivery of the new pumps is April 2020. The Odour Management Facility has been operating as designed with some spikes in h2s levels in the station that are migrating down the line. Operations is looking into solutions to limit the h2s entering the stripping chamber, one of which is an alternative chemical addition that has been successful in other regional systems in the area.

MOVED by Director Creasey to accept the Operational Monthly Report of November 4, 2019 as information.

CARRIED

7. Next Meeting

The next meeting scheduled is for Monday December 9, 2019 at 10:00am in the City of Lacombe Council Chambers.

8. Adjournment:

MOVED by Director Creasey that the North Red Deer Regional Wastewater Services Commission meeting of November 4, 2019 be adjourned at 11:09 am.

CARRIED

Original Signed
Chair

Original Signed
Administrator

APPROVED MINUTES OF THE LACOMBE REGIONAL WASTE SERVICES COMMISSION BOARD NOVEMBER 27, 2019

The meeting of the Lacombe Regional Waste Services Commission was called to order by Chairman Grant Creasey at 1:07 p.m. in the Boardroom of the Lacombe Regional Waste Services Commission Administration office on Wednesday November 27, 2019.

Present

Commission Members:

Present:

Village of Alix	Barb Gilliat
Town of Bentley	Neil Maki
Village of Clive	Susan Russell
Town of Eckville	Colleen Ebden
City of Lacombe	Grant Creasey
	Thalia Hibbs
Lacombe County	Barb Shepherd
	John Ireland

Others:

Jay Hohn	LRWSC Commission Manager
Alissa Lundie	Recording Secretary

Welcome

Chairman Creasey welcomed the Commission Board to the ninth LRWSC meeting of 2019 at the Administration Office at the Prentiss site.

**RWS/93/19
Agenda**

Mr. Creasey asked the Board if there were any additions to the agenda.

9c. Bylaw/Census
9d. Nova Recycling

Moved by Mr. Ireland to approve the agenda as amended.

Carried Unanimously.

**RWS/94/19
Minutes**

Moved by Ms. Russell that the minutes of October 09, 2019 Regular Meeting be approved.

Carried Unanimously.

Business Arising from the October 09, 2019 Minutes

No business arising from previous minutes

**RWS/95/19
Waste Haul
Summaries**

Administration reviewed the Waste Haul summary for the month of October 2019. Clarification was given in the following areas:

- Mr. Hohn reviewed the current dry rubble totals and how they compare to prior years. He also clarified how the totals are recorded from year to year for Alberta Environment and what would happen if the total amounts exceed the annual 10,000/T limit. Mr. Hohn is going to be looking at how the current system can be better streamlined to provide even more accurate totals.

Moved by Mr. Maki that the Waste Haul Summary for the month of October 2019 be received as information by the Commission.

Carried Unanimously.

***RWS/96/19
Accounts Paid
YTD Budget
Comparative List
Acct. Payable
Cheque Listing***

Administration reported on the following with the Commission:

- Year to Date Budget Report October 31, 2019
- Accounts Payable Cheque Listing from October 1, 2019 to October 31, 2019. Clarification given on the Administration and Payroll amount.

Moved by Ms. Russell that the YTD Budget Comparative to October 31, 2019, be received as information by the Commission.

Carried Unanimously.

Moved by Ms. Gilliat that the Accounts Payable Cheque Listing from October 1, 2019 to October 31, 2019 be received as information by the Commission.

Carried Unanimously.

New Business

***RWS/97/19
2020 Board
Meeting Dates***

The 2020 meetings for the Commission will be held at the Prentiss Transfer Site – Administration Building; 40123 Rge Rd 260 (*jct of Hwy 12 & Prentiss Road (Rge Rd 26-0) south 4 kms.* Wednesdays commencing at 1:15 p.m.

- February 26, 2020
- April 29, 2019 (2019 Audit)
- June 24, 2020
- August 26, 2020
- October 14, 2020 (2021 Budget Meeting)
- November 25, 2020 (Organizational Meeting)

Chairman Creasey requested that the start time of the meetings be adjusted slightly to a later time to better facilitate those board members who have a lunch hour.

Ms. Shepherd requested that Administration look at booking key note speakers to attend upcoming board meetings to give talks on possible options for the Commission to divert waste from the landfill.

Moved by Ms. Russell that the start time of the 2020 Commission Board Meetings be changed from 1:00 pm to 1:15 pm.

Carried Unanimously.

Moved by Ms. Shepherd that the Commission Board accepts the 2020 Commission Board Meeting dates as presented.

Carried Unanimously.

***RWS/98/19
Strategic Plan
Review***

Mr. Hohn reviewed the Strategic Plan with the Commission Board as part of our annual review and pointed out what items are still in progress and which ones are now completed.

Moved by Ms. Shepherd that the Commission Board receives the Strategic Plan Review for information.

Carried Unanimously.

**RWS/99/19
Request to Amend
Policy WS(2)**

Mr. Hohn proposed several changes to Policy WS(2) to the Commission Board.

Mr. Hohn stated that periodically, there are commercial haulers/businesses attending the transfer sites with rubble/wood/shingle loads that weigh in under the current 500kg charge threshold policy.

Some of these businesses will make multiple trips in a day (or days) to keep their weights under 500kg (a pickup truck full) to avoid paying the tipping fees, or so they have the ability to unload at the remote Transfer Stations which leads to over filling the rubble bins at these sites.

Mr. Hohn proposed prohibiting all commercial/business unloading of non-compactor wastes at our remote Transfer Sites and redirecting all commercial/businesses to the Prentiss Facility.

He also proposed a minimum dry rubble flat rate of \$25.00 up to 499kg, \$40.00 from 500kg to 1000kg, and \$40.00/MT over 1000kg and a minimum rate for shingles of \$40.00 up to 499kg, \$75.00 from 500kg to 1000kg, and \$75.00/MT over 1000kg. Charging a minimum charge on these loads would assist in covering the Commissions costs to process/recycle their waste.

Mr. Hohn recommended that farming operations and members of the general public will remain to be exempt from the minimum charges under 500kg for dry rubble.

The Commission Board agreed with the rate payers being exempt from the dry rubble minimum charge but felt that they should not be exempt from the minimum charge for shingle disposal. All shingle loads should be chargeable and received at the Prentiss Transfer Station only.

The proposed rates to be effective January 1, 2020 are as follows:

Rubble and Wood – Commercial Businesses and Haulers

\$25.00 up to 499 kg.
\$40.00 500 kg. – 1000 kg.
\$40.00/MT over 1000 kg.

Shingles – All Lacombe County Residents and Businesses

\$40.00 up to 499 kg.
\$75.00 from 500 kg. to 1000 kg.
\$75.00/MT over 1000 kg.

Moved by Ms. Shepherd that the Commission Board approves the proposed rate changes to Policy WS (2) Schedule A as presented as well as prohibiting all commercial unloading of non-compactor waste at our remote Transfer Stations to be effective January 1, 2020.

Carried Unanimously.

**RWS/100/19
Request to Amend
Policy WS(9)**

Mr. Hohn recommended that the Commission Board approve the following changes to Policy WS (9) which will update and simplify the current LRWSC policy.

The attached proposed policy reflects the following changes:

- Elimination of Schedule A and the policy will read as follows:

EXPENSES

- (1) The mileage rate will be based on the reasonable per-kilometer automobile allowance suggested by Canada Revenue Agency. The per kilometer rate shall be adjusted annually to reflect the suggested mileage allowance provided by Canada Revenue Agency.
- (2) Employees authorized to attend conventions, conferences, seminars, etc.

Reimbursement will be made for actual accommodation, meals and miscellaneous travel costs (i.e. economy airline tickets, taxi fees, parking fees, luggage fees, etc.).

Accommodation:

- Accommodation expenses shall be reimbursed at the approved event rate, government rate, or other economical accommodation in the locale of the event. Detailed receipts are required (must show GST paid).
- Costs associated with any personal entertainment, such as movies and in-room items or services are not eligible for reimbursement.
- Where private arrangements for accommodation are made and commercial accommodations are not used, an eligible rate of \$50.00 per night is to be reimbursed. No receipts are required.

Meals:

- When meals are not provided as part of the business event, meal expenses shall be reimbursed by the actual expense of the meal.

The actual expense of the meal is the amount shown on the bill, excluding alcoholic beverages or cannabis products, plus a gratuity not to exceed 15% of the meal cost. Detailed receipts are required. The maximum reimbursement for food and beverages cannot exceed \$100 per day, with the cost of one single meal not exceeding \$50, plus taxes and gratuities.

- (3) Employees are authorized to claim meal expenses as noted above when away from their normal place of work.

Expense accounts require approval of the respective Supervisor.

GUIDELINES/PROCEDURES:

1. Authorized individuals will be required to pay for their own expenses and submit an expense claim to the manager for approval. An expense claim may be submitted one month prior to the event.
2. Board Members wishing to attend conferences or conventions will be selected by giving priority to Members who did not attend a conference or convention the previous year.
3. In circumstances where reasonable accommodation will exceed the maximum amount allowed in the policy, prior approval must be obtained from the Commission Manager.
4. Mileage is based on the Lacombe County mileage calculation.
5. Compensation as per Alberta Labor Standards.

Moved by Mr. Ireland that the Commission Board approve the amendments to Policy WS (9) as presented, to become effective January 1, 2020.

Carried Unanimously.

***RWS/101/19
Municipal Census
Data***

Ms. Russell presented an email to Administration that was received by the CAO's in Lacombe County.

The email outlines how the Province of Alberta is going to be changing the way the municipal census numbers are collected. They are looking at implementing a system of provincially developed population estimates which will match other provinces methodology.

The transition should come into effect in 2021 and Administration will review both the upcoming changes and Policy WS (1) to assess whether the policy will need to be updated accordingly.

Ms. Gilliat moves that the Municipal Census Data Report be received as information by the Commission.

Carried Unanimously.

***RWS/102/19
Nova Chemicals
Recycling***

Ms. Shepherd reviewed with the Commission Board an email that was sent by Nova Chemicals in regards to the progress they are having with their "Rethink Recycling" program.

In an effort to divert as much waste as possible, they have installed several bins on their site for recycling, and to date have diverted 145 kg. of waste away from the transfer site.

Ms. Shepherd would like to set up a meeting with the manager at Nova and Commission representatives to see what kind of collaborative projects could be done with Nova Chemicals in the future. Ms. Shepherd will let the Commission Board know of the date and time once the meeting has been booked.

Ms. Gilliat moves that the Nova Chemicals Recycling report be received as information by the Commission.

Carried Unanimously.

***RWS/103/19
Manager's Report***

Mr. Hohn reported on the following Manager's Report to October 2019. The highlights are as follows:

- Alix/Mirror Burn Pit are complete
- Cell 3 Height Compliance update
- Prentiss Compactor Engine upgrade came to \$2262.88 plus install and the new engine is working very well.
- Site hour change feedback.
- SWANA Landfill Operator course.
- Lacombe County AG. Plastics Recycling.
- 2019 Skid Steer Exchange
- Scale House Upgrades
- 2006 Trail Blazer sale – sealed bids will be accepted until 11:00 am on December 9, 2019.
- Prentiss Site truck purchase – a suitable replacement has been found and it will be picked up by the end of the week.

Moved by Ms. Ebden that the Managers Report be received as information by the Commission.

Carried Unanimously.

Next Meeting

The next regular meeting of the Commission will be February 26, 2020 at 1:15 p.m. in the LRWSC Administration Boardroom at Prentiss.

***RWS/104/19
Adjourn***

Moved by Ms. Shepherd that the meeting adjourns.

Time: 2:40 p.m.

Carried Unanimously.

Chairperson

Manager

The Organizational Meeting of the Lacombe Regional Waste Services Commission was called to order by Chairman, Grant Creasey at 1:00 p.m. at the Lacombe Regional Waste Services Commission Administration Office on Wednesday, November 27, 2019.

Present

Commission Members:

Present:

Town of Bentley	Neil Maki
Village of Clive	Susan Russell
City of Lacombe	Grant Creasey
	Thalia Hibbs
Village of Alix	Barb Gilliat
Lacombe County	John Ireland
	Barb Shepherd
Town of Eckville	Colleen Ebden

Others:

Jay Hohn	LRWSC Manager
Alissa Lundie	Recording Secretary

**Agenda
RWS/88/19**

Moved by Ms. Gilliat to approve the agenda as presented.

Carried Unanimously.

**RWS/89/19
Chairperson**

Mr. Creasey called for nominations for Chairperson.

Ms. Ebden nominated Mr. Creasey.

Mr. Creasey asked for a second call and then a third call.

Moved by Ms. Gilliat that nominations cease.

Carried Unanimously.

Mr. Creasey was declared Chairman of the Lacombe Regional Waste Services Commission Board and assumed the Chair.

**RWS/90/19
Vice-Chairperson**

Mr. Creasey called for nominations for Vice-Chairperson.

Ms. Gilliat nominated Ms. Shepherd.

Mr. Creasey asked for a second call and then a third call.

Moved by Ms. Russell that nominations for Vice-Chair cease.

Carried Unanimously.

Ms. Shepherd was declared Vice-Chairperson of the Lacombe Regional Waste Services Commission Board and assumed the Chair.

**RWS/91/18
Executive
Committee**

Mr. Creasey now called for nominations for Executive Committee member.

Ms. Gilliat nominated Ms. Russell.

Mr. Creasey asked for a second call and then a third call.

Moved by Ms. Gilliat that nominations cease.

Carried Unanimously.

Ms. Russell was declared Executive Committee member in accordance with bylaw, other members of the Executive Committee are Chairman Creasey and Vice-Chairperson Ms. Shepherd.

**RWS/92/19
Adjourn**

***Moved by Mr. Ireland that the meeting adjourns to
Regular Board Meeting.***

Time: 1:06 pm

Carried Unanimously.

Chairperson

Manager



City of Lacombe Library Board MINUTES

Regular Meeting - January 28, 2020
Lacombe Memorial Centre, Mary C. Moore Public Library, Children's Room

Present:

Ken Wigmore, Lacombe County
Councillor
Christina Lister
Nancy Lightbown
Lynda Nicholls, Board Chair
Della Quick
Christina Petrisor, Head Librarian

Regrets:

Tamara Helder
Don Gullekson, City Councillor
Ingrid Luymes

Meeting Chair: Lynda Nicolls

Meeting Minutes: Christina Petrisor

1 Welcome and Introductions

Meeting began at 7:00 pm

2 Conflict of Interest Declaration

3 Additions to and Adoption of Agenda

Administrative	2020-01-001	Moved by Christina, Seconded by Della that: <ul style="list-style-type: none">The Board adopt the Agenda of the January 28, 2020 meeting as presented with the following amendments:	Carried
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Consent Agenda

Administrative	2020-01-002	Moved by Christina, Seconded by Nancy that: <ul style="list-style-type: none">The Board adopt the Consent Agenda of January 28, 2020 as amended.	Carried
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City of Lacombe Library Board MINUTES

a) Approval of Minutes of the Previous Meeting

b) Librarian's Report

A written report was presented.

c) Standing Committees

i. Finance Committee/Treasurer's Report -

The bank balance as of December 31, 2019 was \$123, 592, 73

ii. Human Resources Committee

iii. Fund Development and Marketing Committee

iv. Policy Review Committee

For review.

v. Growth Committee

d) Friends of the Library Report

e) Correspondence

4 Discussion and Items for Decision

i. Executive Board Elections

Tabled.

Finance Committee

Human Resource Committee

Fund Development & Marketing Committee

Growth Committee

Policy Review Committee

ii. Motions Required

iii. Items Pulled from Consent Agenda -

In Camera - Moved by, Ken Wigmore.

City of Lacombe Library Board MINUTES

iv. Additional Items

5 Strategic Discussion and Board Development

6 Important Upcoming Dates

7 In Camera Session

8 Date of Next Regular Meeting

Next meeting will take place on February 25, 2020 at 7:00pm.

9 Adjournment

The Chair called for any more business to be discussed, with no more new business the meeting adjourned at 8:30 pm.

Chair

Secretary

Your Library.....a gateway to a world of knowledge and ideas, accessible to all!



COUNCIL MEMBER'S REPORT

TO	Members of Council
FROM	Don Gullekson
SUBJECT	<ul style="list-style-type: none"> • Summary of meetings/events attended as a Council representative • Key issues raised and/or comments for Council's infor
DATE OF REPORT	March 3/20
ORGANIZATION	KEY POINTS OF DISCUSSION AND/OR DECISIONS
Fair deal panel	February 13/20. An interesting discussion on the relationship of Alberta with the federal government . Most people want to stay in confederation but hope for more attention from Ottawa.
MPC Meeting	February 19/20. One item on our agenda a home based business that requires a parking variance.
Lacombe days meeting	February 23/20. We are starting to put some final touches on the events. The Bull ride committee was at our meeting and expressed concerns about parking and food service.
Library meeting	March 2/20. Approved final draft of the budget. We discussed usage of the Library and the numbers seem to very good they are getting new shelving to add more books and a lack of space was brought up with the Library working with Joe's social media to do blogs.



COUNCIL MEMBER'S REPORT

TO	Members of Council
FROM	Chris Ross
SUBJECT	<ul style="list-style-type: none"> Councillor Report
DATE OF REPORT	March-9
ORGANIZATION	KEY POINTS OF DISCUSSION AND/OR DECISIONS
FCSS	FCSS media event recognizing 50th anniversary
Lacombe Regional Fire Services	Regional Fires Services - update from Regional Fire Services Chief of the six municipal fire departments
Lacombe Days	Meeting discussing upcoming events . Bull a Rama Committee updated their participation in this year's event .



COUNCIL MEMBER'S

TO	Members of Council
FROM	Cora Hoekstra
SUBJECT	<ul style="list-style-type: none"> • Summary of meetings/events attended as a Council representative • Key issues raised and/or comments for Council's information
DATE OF REPORT	March 9, 2020
ORGANIZATION	KEY POINTS OF DISCUSSION AND/OR DECISIONS
Lacombe Addictions and Mental Health	February 20 – Wired For Connection A day to learn fundamental skills in building connected healthy communities. Excellent talk by Dr. Jody Carrington in the afternoon
Lacombe Foundation – Alberta Seniors Communities & Housing Association	February 21 – Central Region Meeting “Identifying Key Member Issues” <ul style="list-style-type: none"> • Advocacy and public relations • Strategic leadership • Member engagement “43% of Health budget is spent on seniors – 12-15% of the population” “To truly have aging in place, house seniors and bring services to them.” Rent supplement was \$67 million, will be \$56 million in 2020 and \$51 million in 2021
Burman University	February 25 – Business Speaker Series – heard from Eric Rajah, Mike Gouchie, and Rick Wiebe from Carpet Colour Centre
Give Care Share	February 26 – Quarterly Meeting Gathering of 49 ladies, heard from three organizations, Big Brothers Big Sisters, Lacombe Community Refugee Effort, and Joe Social Media. Big Brothers Big Sisters Go Girls program received the funds
AUMA	February 28 – Webinar – preliminary analysis of the Government of Alberta 2020 Budget
Lacombe & District Family and Community Support Services	March 3 – Media Event Lacombe FCSS is celebrating its 50 th Anniversary in Lacombe

Lacombe Interagency Meeting	March 3 – Monthly Meeting Excellent gathering of professionals who work with Lacombe Citizens providing child care, employment services, outreach support for women, education and courses, income tax filing, etc.
Lacombe and District Chamber of Commerce	March 3 – Monthly Board Meeting – missed due to illness

CITY OF LACOMBE
MINUTES OF COUNCIL MEETING 20-04

Minutes of the Regular Meeting of Council held on **February 24, 2020** in the Council Chambers of the City Administration Office.

Present: Mayor Grant Creasey
Deputy Mayor Thalia Hibbs
Councillor Don Gullekson
Councillor Cora Hoekstra
Councillor Jonathan Jacobson
Councillor Reuben Konnik
Councillor Chris Ross

Staff Present: Matthew Goudy, Chief Administrative Officer
Deborah Juch, Director of Community Services
Diane Piche, Director of Corporate Services
Jordan Thompson, Director of Operations and Planning Services
Mauricio Reyes, Senior Finance Manager
Barbara Wilton, Human Resources Manager
Deven Kumar, Communications Coordinator
Ross Pettibone, Legislative Coordinator/Executive Support

Media Present: Todd Vaughan, Lacombe Express
Kalisha Mendonsa, Sunny 94

Others Present: Craig Teal, Parkland Community Planning Services
Corey Gish
Don Derowin
Jaden Etson
Carter Verhoeven
Michael Wilson

CALL TO ORDER – Regular Meeting of Council

Mayor Creasey called the meeting to order at 5:00 p.m.

ADOPTION OF AGENDA

MOVED BY Councillor Hoekstra:

THAT the Monday February 24, 2020 regular meeting agenda be adopted as amended with reordering.

CARRIED UNANIMOUSLY

11/178.04 20MO
THAT the Monday
February 24, 2020
regular meeting agenda
be adopted as
amended with
reordering.
20-057

PRESENTATIONS

Bike Skills Park Group

Ms Corey Gish, with Mr. Don Derowin, Jaden Etson, and Carter Verhoeven presented a proposal to Council for developing a bike park in the Michener Park Area behind the Chamber of Commerce office to improve bike skills. The purpose was to provide an area with approximately 5 km of trails where kids and adults could develop their bike skills. Bike parks are becoming a common recreational feature in other municipalities. A three-part trail system with an outside loop at the top and two middle trails would be created to accommodate different skill levels from beginning to intermediate. The conceptual plans had been developed by Jay Hoots (Hoots Ltd.), who had designed many other bike parks. Other recreational groups had provided letters of support and the project was seen as a good draw to the community. Council was asked to endorse the project and for ongoing grass maintenance. Fundraising and gifts in kind with volunteer assistance were planned with a goal to complete the project this summer. A proposed budget with phased feature development was provided.

PUBLIC HEARINGS

Planning and Development Services

Bylaw 400.24 – (Land Use Bylaw Updates)

City of Lacombe Land Use (Amending) Bylaw 400.24, a Bylaw of the City of Lacombe to make a series of amendments to Land Use Bylaw 400. The legislative coordinator advised Council the purpose of the public hearing is to hear any public submissions on the amending Bylaw 400.24. Per Section 606 of the MGA (Requirements for Advertising), Public Hearing notice was advertised in the Lacombe Express Thursday February 13, 2020 and Thursday February 20, 2020. It was confirmed no submissions were received. One submission opposed was submitted shortly before commencement of the Council meeting, as presented.

Mayor Creasey advised the order for the public hearing presentations.

Development Officer or Designate

Jordan Thompson, Director of Operations and Planning Services, presented proposed Land Use Bylaw 400 amendments (via Bylaw 400.24) for council consideration, following additional council input received at the February 10 meeting contained in four proposed amendments.

Those in Favour of the Bylaw

None came forward in favour.

Those Opposed to the Bylaw

Michael Wilson, Lacombe Resident, came forward opposed to the proposed amendments for side yard setbacks. He indicated Mr. Craig Teale of Parkland Community Planning Services had provided him with the proposed amendments to the Land Use Bylaw, and was concerned with side yard setback changes midway through his project to construct six single family residences. Current setbacks were 1.5 meters with 2.0 meters proposed in the amendment, which would limit building width to 6.67 m (21.88 feet). He requested the ability to complete the last five homes with a 1.5 meter setback due to the narrow lot sizes.

Any Person Deemed to be Affected Who Wishes to be Heard

None came forward deemed to be affected.

Mayor Creasey declared the Public Hearing for Bylaw 400.24 closed at 5:40 p.m.

REQUESTS FOR DECISION

RFP for Assessment Services

Mauricio Reyes, Senior Manager of Financial Services, presented Council with a recommendation to appoint Wild Rose Assessment Services Inc. as the Assessor for the City of Lacombe for 2020 to 2024, following expiry of the current contract and a request for proposal process.

MOVED BY Councillor Konnik:

THAT Council award the assessment services contract to Wild Rose Assessment Services Inc. and that Wild Rose Assessment Services Inc. be appointed as the Assessor for the City of Lacombe for 2020 to 2025.

AGAINST:

Councillor Hoekstra
Councillor Ross

FOR:

Mayor Creasey
Councillor Gullekson
Councillor Hibbs
Councillor Jacobson
Councillor Konnik

CARRIED

Alberta Community Partnership Grant Application

Diane Piche, Director of Corporate Services, presented information to Council on an application submitted for an Alberta Community Partnership grant to assist with funding of the Fire Service Level Review, which required support from council.

MOVED BY Councillor Konnik:

13/781.01 20MO
THAT Council award
the assessment
services contract to Wild
Rose Assessment
Services Inc. and THAT
Wild Rose Assessment
Services Inc. be
appointed as the
Assessor for the City of
Lacombe for 2020 to
2025.
20-058

23/762.01 20MO
THAT Council supports
the application for the
Alberta Community
Partnership Grant for
the Lacombe Fire
Services Review that is

being completed with support from Lacombe County.
20-059

THAT Council supports the application for the Alberta Community Partnership Grant for the Lacombe Fire Services Review that is being completed with support from Lacombe County.

CARRIED UNANIMOUSLY

75/711.01 20MO
THAT Council supports in principle the redevelopment of the Lower Michener Park into a bike park and directs Administration to work with the organizing group to develop the project plan and seek a further recommendation(s) from the Lacombe & District Recreation, Parks and Culture Board.
20-060

Lower Michener Park Development

Deborah Juch, Director of Community Services, presented an overview of administrative considerations and further details relating to the proposed multi-use bike skills park. Further information as to contribution and ongoing maintenance costs, with public input would be presented at a future Council meeting.

MOVED BY Councillor Hibbs:

THAT Council supports in principle the redevelopment of the Lower Michener Park into a bike park and directs Administration to work with the organizing group to develop the project plan and seek a further recommendation(s) from the Lacombe & District Recreation, Parks and Culture Board.

CARRIED UNANIMOUSLY

Bylaw Enforcement – Service Level Report

26/920.01 20MO
THAT Council direct administration to change the hours of Bylaw Enforcement Services to reflect the seasons which extends hours in the summer and shortens the hours in the winter.
20-061

Diane Piche, Director of Corporate Services, presented Council with an update following the City's Bylaw Enforcement Services service level review in November 2018. A recommendation was provided to alter the hours of service.

MOVED BY Councillor Hoekstra:

THAT Council direct administration to change the hours of Bylaw Enforcement Services to reflect the seasons which extends hours in the summer and shortens the hours in the winter.

CARRIED UNANIMOUSLY

MOVED BY Councillor Hibbs:

THAT Council accept this report as information.

CARRIED UNANIMOUSLY

26/920.02 20MO
THAT Council accept this report as information.
20-062

Land Use Bylaw 400.24 Updates

Jordan Thompson, Director of Operations and Planning, presented Bylaw 400.24 amendments for second and third reading. Council further discussed temporary building uses in residential districts (job sites). Administration would present amendment options during third reading to address side yard setbacks.

MOVED BY Councillor Konnik:

THAT Council amend a Motion by Councillor Hibbs by removing 1 (a) entirely, such that no temporary structures be permitted during residential construction.

AGAINST:

Mayor Creasey
Councillor Gullekson
Councillor Hibbs
Councillor Hoekstra
Councillor Jacobson
Councillor Ross

FOR:

Councillor Konnik

DEFEATED

61/201.02 20MO
THAT Council amend a Motion by Councillor Hibbs by removing 1 (a) entirely, such that no temporary structures be permitted during residential construction (DEFEATED).
20-063

MOVED BY Councillor Hibbs:

THAT Council give second reading to Bylaw 400.24 with the following amendments:

11/175.08 20MO
THAT Council give second reading to Bylaw 400.24 with the following amendments:
-That a temporary building be allowed for the duration of the building permit, and for the purposes of storage for 30 days;

- That a temporary building be allowed for the duration of the building permit, and for the purposes of storage for 30 days;
- replacing item 1 r) with the following:

-replacing item 1 r) with the following:
"8.1.9 a) is replaced with the following:
Provided that there is a landscaping strip on one side of the residential front driveway, the minimum distance between driveways serving single detached units, semi-detached or duplex dwelling units, or any form of multi-unit residential other than an apartment building may be nil."
-adding "Up to 50% of the total number of suites allowed per block may be pre-approved in an approved Outline Plan" as the last sentence in item 1 y);
-deleting item 1 aa)
20-064

"8.1.9 a) is replaced with the following: Provided that there is a landscaping strip on one side of the residential front driveway, the minimum distance between driveways serving single detached units, semi-detached or duplex dwelling units, or any form of multi-unit residential other than an apartment building may be nil."

- adding "Up to 50% of the total number of suites allowed per block may be pre-approved in an approved Outline Plan" as the last sentence in item 1 y);
- deleting item 1 aa)

AGAINST:

Councillor Konnik

FOR:

Mayor Creasey
Councillor Gullekson
Councillor Hibbs
Councillor Hoekstra
Councillor Jacobson
Councillor Ross

CARRIED

Options for Redevelopment Levy in Strategic City Areas

Administration summarized offsite levies, their economic purpose, and related ongoing initiatives. Councillor Jacobson provided an overview of his proposal following his February 10 Notice of Motion.

MOVED BY Councillor Jacobson:

THAT Council direct administration to research and present options for instituting a redevelopment levy in strategic areas of the city.

CARRIED UNANIMOUSLY

66/451.01 20MO
THAT Council direct administration to research and present options for instituting a redevelopment levy in strategic areas of the city.
20-065

Bylaw 365.1 Records Retention

Diane Piche, Director of Corporate Services, presented Council with an amendment to Bylaw 365 (Records Retention, Disposal and Release of Municipal Documents) via Bylaw 365.1, for second and third reading.

MOVED BY Councillor Gullekson:

THAT Council give second reading to Bylaw 365.1.

CARRIED UNANIMOUSLY

11/175.09 20MO
THAT Council give second reading to Bylaw 365.1.
20-066

MOVED BY Councillor Gullekson:

THAT Council give third reading to Bylaw 365.1.

CARRIED UNANIMOUSLY

12/113.01 20BL
THAT Council give third reading to Bylaw 365.1.
20-067

ITEMS FOR INFORMATION

1. CAO Report
2. Rikubetsu Annual General Meeting Minutes – January 28
3. Lacombe Police Commission Minutes - January 7

MOVED BY Councillor Hibbs:

THAT Council receive all reports and items as information.

CARRIED UNANIMOUSLY

11/173.04 20MO
THAT Council receive all reports and items as information.
20-068

ADOPTION OF MINUTES

MOVED BY Councillor Hibbs:

THAT the February 10, 2020 regular council meeting minutes be confirmed as presented.

CARRIED UNANIMOUSLY

11/179.04 20MO
THAT the February 10, 2020 regular council meeting minutes be confirmed as presented.
20-069

Meeting recessed at 7:30 p.m.

Meeting resumed at 7:45 p.m.

11/177.12 20MO
THAT Council with
Administrative staff
attending to support
Council (Matthew
Goudy, Diane Piché,
Deborah Juch, Jordan
Thompson, Barbara
Wilton, and Ross
Pettibone) move In
Camera at 7:46 PM to
discuss the following
items: Legal (2);
Monthly Update.
20-070

IN CAMERA

MOVED BY Councillor Gullekson:

THAT Council with Administrative staff attending to support Council (Matthew Goudy, Diane Piché, Deborah Juch, Jordan Thompson, Barbara Wilton, and Ross Pettibone) move In Camera at 7:46 PM to discuss the following items:

Legal (*FOIP Section 24*)
Legal (*FOIP Section 24*)
Monthly Update (*FOIP Sections 24, 16*)

CARRIED UNANIMOUSLY

11/177.13 20MO
THAT Council return to
Open Meeting at 8:05
PM.
20-071

MOVED BY Councillor Hibbs:

THAT Council return to Open Meeting at 8:05 PM.

CARRIED UNANIMOUSLY

12/352.02 20MO
THAT Council approve
the Lacombe County
and the City of
Lacombe Intermunicipal
Collaboration
Framework Master
Agreement
20-072

MOVED BY Councillor Ross

THAT Council approve the Lacombe County and the City of Lacombe Intermunicipal Collaboration Framework Master Agreement.

CARRIED UNANIMOUSLY

11/112.02 20MO
THAT Council cancel
the Monday March 2
Committee of the Whole
meeting.
20-073

MOVED BY Councillor Hibbs

THAT Council cancel the Monday March 2 Committee of the Whole meeting.

CARRIED UNANIMOUSLY

11/177.14 20MO
THAT Council with
Administrative staff
attending to support
Council (Matthew
Goudy, Barbara Wilton)
move In Camera at 8:09
PM to discuss the
following items:
(Labour)
20-074

MOVED BY Councillor Ross:

THAT Council with Administrative staff attending to support Council (Matthew Goudy and Barbara Wilton) move In Camera at 8:09 PM to discuss the following item:

Labour (*FOIP Section 17*)

CARRIED UNANIMOUSLY

CAO Goudy left Council Chambers at 8:56 p.m.

MOVED BY Councillor Hibbs:

THAT Council return to Open Meeting at 8:58 PM.

11/177.15 20MO
THAT Council return to
Open Meeting at 8:58
PM.
20-075

CARRIED UNANIMOUSLY

MOVED BY Councillor Ross:

THAT the Council meeting continue past 9:00 p.m.

11/177.02 20MO
THAT the Council
meeting continue past
9:00 p.m.
20-076

AGAINST:

Councillor Hoekstra

FOR:

Mayor Creasey
Councillor Gullekson
Councillor Hibbs
Councillor Jacobson
Councillor Konnik
Councillor Ross

CARRIED

MOVED BY Councillor Hibbs:

THAT Council (with Barbara Wilton) move In Camera at 9:00 PM to continue discussion of the following item:

11/177.17 20MO
THAT Council (with
Barbara Wilton) move

Labour (*FOIP Section 17*)

CARRIED UNANIMOUSLY

In Camera at 9:00 PM
to continue discussion
of the following item:
(Labour)
20-077

MOVED BY Councillor Hoekstra:

THAT Council return to Open Meeting at 9:25 PM.

CARRIED UNANIMOUSLY

11/177.18 20MO
THAT Council return to
Open Meeting at 9:25
PM.
20-078

MOVED BY Councillor Hibbs:

THAT Council accept and deem the results of the 2019 annual performance review successful.

CARRIED UNANIMOUSLY

12/127.05 20MO
THAT Council accept
and deem the results of
the 2019 annual
performance review
successful.
20-079

MOVED BY Councillor Hoekstra:

THAT Council grant a merit increase based on the approved CAO salary grid to CAO Matthew Goudy effective March 6, 2020

CARRIED UNANIMOUSLY

12/127.06 20MO
THAT Council grant a
merit increase based on
the approved CAO
salary grid to CAO
Matthew Goudy
effective March 6, 2020.
20-080

MOVED BY Councillor Hoekstra:

THAT Council accepts the Year Two Performance Objectives update as information.

CARRIED UNANIMOUSLY

12/127.07 20MO
THAT Council accepts
the Year Two
Performance Objectives
update as information.
20-081

ADJOURNMENT

MOVED BY Councillor Hoekstra

THAT the meeting be adjourned at 9:29 PM.

CARRIED UNANIMOUSLY

11/177.19 20MO
Adjournment
20-082

Mayor

Chief Administrative Officer

AGENDA



REGULAR MEETING AGENDA

Council of the City of Lacombe
Monday, March 9, 2020 at 5:00 p.m.
in Council Chambers

Time	Agenda Item	Representative
5:00	1. CALL TO ORDER	
	2. ADOPTION OF AGENDA	
	2.1 Additions	
	2.2 Deletions	
	2.3 Reordering	
	3. PRESENTATIONS	
	3.1 N/A	
	4. PUBLIC HEARINGS	
5:30	4.1 Land Use Bylaw Amendments: Bylaw 400.28 (Trinity Crossing Phase 2 Rezoning)	<i>Dir Thompson</i>
	5. REQUESTS FOR DECISION	
	5.1 2021 Budget Timetable	<i>Sr Mgr Reyes</i>
	5.2 Bylaw 477 Supplementary Assessment Bylaw (First Reading)	<i>Sr Mgr Reyes</i>
	5.3 Bylaw 478 Line of Credit (First Reading)	<i>Sr Mgr Reyes</i>
	5.4 Land Use Bylaw 400.28 Trinity Crossing Ph. 2 (Second/Third Reading)	<i>Dir Thompson</i>
	5.5 Land Use Bylaw 400.24 Updates (Third Reading)	<i>Dir. Thompson</i>
	5.6 Council Committee Appointment	<i>CAO Goudy</i>
	6. INFORMATION	
	6.1 Administrative Reports	
	6.1.a Chief Administrative Officer Report	<i>CAO Goudy</i>
	6.2 Council Mailbox	
	6.2.a Police Commission Letter RE: Service Level Reviews – Feb 21	<i>Cnclr. Konnik</i>
	6.2.b Cold Shot Bus Service Letter RE: Cancellation – Feb 24	
	6.2.c Concerned Resident Letter RE: Water bill – Feb 24	
	6.3 Commission, Board, Committee Reports and Minutes	
	6.3.a North Red Deer River Water Services Commission Minutes – Sep 9/19	<i>Mayor Creasey</i>

6.3.b	North Red Deer Regional Wastewater Services Commission Minutes – Nov 4/19	<i>Mayor Creasey</i>
6.3.c	Lacombe Regional Waste Services Commission Minutes – Nov 27/19	<i>Mayor Creasey</i>
6.3.d	Lacombe Regional Waste Services Commission Organizational Minutes – Nov 27/19	<i>Mayor Creasey</i>
6.3.e	Municipal Library Board Minutes Jan 28/20	<i>Clr. Gullekson</i>
6.4	Councillor Reports	
6.4.a	Mayor Creasey	
6.4.b	Councillor Gullekson	
6.4.c	Councillor Ross	
6.4.d	Councillor Hoekstra	
6.4.e	Councillor Jacobson	
6.4.f	Councillor Hibbs	
6.4.g	Councillor Konnik	
7. ADOPTION OF MINUTES		
7.1	February 24, 2020 Regular Council Meeting Minutes	
8. NOTICES OF MOTION		
8.1	N/A	
9. IN CAMERA		
9.1	Labour (FOIP S. 17)	<i>CAO Goudy</i>
9.2	Monthly Update (FOIP Sections 24, 16)	<i>CAO Goudy</i>
10. ADJOURNMENT		

Next Meetings:

- Monday, March 23, 2020
 - Regular Council Meeting: 5:00 p.m., Council Chambers
- Monday, April 6, 2020
 - Council Committee Meeting: 5:00 p.m., Council Chambers
- Tuesday, April 14, 2020
 - Regular Council Meeting: 5:00 p.m., Council Chambers

REQUEST FOR COUNCIL DECISION



SUBJECT: 2021 Budget Timeline
PREPARED BY: Mauricio Reyes, Senior Manager of Financial Services
PRESENTED BY: Mauricio Reyes, Senior Manager of Financial Services
DATE: March 9, 2020

FILE: 13/931

PURPOSE:

To establish the 2021 Operating and Capital budget timelines.

RECOMMENDED MOTION(S):

1. THAT Council approve the 2021 Budget timeline and public engagement strategy as presented.

RELATED PRIOR MOTION(S):

1. (May 28, 2018): THAT Council direct Administration to bring back a refreshed budget timetable and some alternatives for public engagement.
2. (May 23, 2017): THAT Council approve the 2018 budget preparation timetable as amended, with public information surveys to go out no later than October 1.

EXECUTIVE SUMMARY:

The 2021 budget timeline establishes the process of developing the:

- Annual operating budget (2021) & 3 Year Financial Plan
- Annual Capital Budget (2021) & 10 Year Capital Plan

The plan highlights important milestones, ensures compliance with the Municipal Government Act while promoting transparency and citizen engagement.

The timeline presented targets adoption of the 2021 capital budget and 10 Year capital plan in September rather than in November.

ANALYSIS:

This year, Council will be providing budget direction to Administration around mid-August. This direction will be used to prepare both capital and operating budgets.

City budgets will be prepared to align with the [Annual Budget and Taxation Preparation Policy](#) .

REQUEST FOR COUNCIL DECISION



This policy was amended and adopted in 2018, and aligns the target tax rate increase to the [Alberta Consumer Price Index \(CPI\)](#) as of July 1st of each year.

Capital Budget

In 2020, Administration will prepare the 2021 capital budget and the 10 Year Capital Plan over the months of July and August. They will be presented to Council in September.

The timeline presented targets adoption of the 2021 capital budget and 10 Year capital plan in September rather than in November. This will streamline the process and allow operating impacts to be factored in the 2021 operating budget before Council review.

This will ease the bottle neck of work in the September and October months when completing a 3 Year operating budget. Council will see a presentation on the 10 Year Capital Plan at the September committee meeting.

Operating Budget

In 2020, Administration will start working on the 2021 operating budget and 3 Year operating plans in the months of July and August. Council budget direction will be incorporated during the budget process that will continue over the months of September, October and November.

The final 2021 operating budget and 3 Year operating plan are expected to be adopted in either the second Council of meeting in November or the fist Council meeting in December.

STRATEGIC PLAN ALIGNMENT:

An advanced budget adoption schedule, including time for pubic engagement, aligns favourably with Council's Strategic Goals for:

4.1.1 - Open and Accessible Government

4.1.4 – Fiscal Prudence

D) Property tax increases are aligned with the Consumer Price Index

D) Lacombe is a desirable place to live and do business, with an enviable tax rate

REQUEST FOR COUNCIL DECISION



PUBLIC ENGAGEMENT/COMMUNICATION STRATEGY:

Budget Consultation

As in previous years, Administration is recommending both Music in the Park and the Farmers Market as the public engagement activities. During these two events, a booth will be secured for councilors wishing to participate. Administration will be sending invitations to Council for those who would like to attend these events.

Budget Survey

As in previous years, Community Services will also deploy a budget survey. The survey will address Council strategic goal of *“At least 60% of citizens indicate they get excellent or good value for their property taxes”*. This survey will be posted on the website along with hard copies for council to hand out at these events.

Community Groups Presentations

Community groups presentations will be conducted over 2 council meetings. Internal groups, will present on September 28th, 2020. External groups, like will present on October 13th, 2020.

Public Communication

After the budget workshop sessions in October, Administration will develop a communication package to be posted on our website and promoted via social media.

ALTERNATIVE MOTION(S):

- a) THAT Council approve the 2021 Budget timeline and public engagement strategy as presented.
- b) THAT Council NOT approve the 2021 Budget timeline as presented and provide alternative direction to administration.

ATTACHMENTS:

2021 Budget Timeline



REQUEST FOR COUNCIL DECISION

SUBJECT: Bylaw 477 – Supplementary Assessment
PREPARED BY: Mauricio Reyes, Senior Manager of Financial Services
PRESENTED BY: Mauricio Reyes, Senior Manager of Financial Services
DATE: March 9, 2020

FILE: 13/422

PURPOSE:

Administration is presenting the City's 2020 Supplementary Assessment Bylaw 477.

RECOMMENDED MOTION(S):

1. THAT Council give first reading to Bylaw 477 – Supplementary Assessment

RELATED PRIOR MOTION(S):

1. (April 8, 2019): THAT Council approves first reading of Bylaw 471 – Supplementary Tax Rate Bylaw as presented
2. (April 8, 2019): THAT Council approves second reading of Bylaw 471 – Supplementary Tax Rate Bylaw as presented
3. (April 8, 2019): THAT Council pass the motion to conduct all three readings of Bylaw 471 at one meeting.
4. (April 8, 2019): THAT Council approves third reading of Bylaw 471 – Supplementary Tax Rate Bylaw as presented

EXECUTIVE SUMMARY:

The City levies taxes twice a year. The general tax levy is levied in the spring and is based on the annual assessments prepared as of December 31st of the previous year. The general tax levy does not take into account the portion of properties constructed and completed after December 31st of the previous year.

To account for these properties and ensure fairness and equity amongst all properties, the City also issues a supplementary tax levy in December of each year to account for improvements that are completed after December 31st. This is an incremented tax and only applies to the period from completion to the end of the year.

ANALYSIS:

The City has always levied a supplementary tax via a supplementary assessment bylaw. The requirement under the legislation is to approve such a bylaw on an annual basis. Bylaw 477 is being prepared for the 2020 tax year and thereby is consistent with the legislative authority provided under the Act.



REQUEST FOR COUNCIL DECISION

New construction typically raises approximately \$65,000-\$75,000 in municipal revenue each year. However, these amounts can fluctuate based on construction activity which is affected by economic conditions.

Upon adoption of Bylaw 477, Bylaw 471 (the prior Supplementary Assessment Bylaw) will be repealed.

Legislative Authority

- Sections 313, 314, 315 & 316 of the MGA RSA 2000 Chapter M-26

STRATEGIC PLAN ALIGNMENT:

Ensuring the City collects taxes on all improvements aligns favourably with Strategic Objective 4.1.4: Fiscal Prudence

To manage the City to allow for Property tax increases near inflation.

PUBLIC ENGAGEMENT/COMMUNICATION STRATEGY:

N/A

ALTERNATIVE MOTION(S):

1. THAT Council give first reading to Bylaw 477 – Supplementary Assessment
2. THAT Council NOT give first reading to Bylaw 477 – Supplementary Assessment and direct administration to reduce the 2020 Operating budget by approximately \$75,000

ATTACHMENTS:

City of Lacombe Bylaw 477 – Supplementary Assessment Bylaw



REQUEST FOR COUNCIL DECISION

SUBJECT: Bylaw 478 – Line of Credit
PREPARED BY: Mauricio Reyes, Senior Manager of Financial Services
PRESENTED BY: Mauricio Reyes, Senior Manager of Financial Services
DATE: March 9, 2020

FILE: 13/820

PURPOSE:

Administration has prepared Bylaw 478, The City's bylaw authorizing the establishment of a line of credit.

RECOMMENDED MOTION(S):

1. THAT Council give first reading to bylaw 478 – Line of Credit

RELATED PRIOR MOTION(S):

1. (April 8, 2019): THAT Council approves first reading of Bylaw 472 – Line of Credit Bylaw as presented
2. (April 8, 2019): THAT Council approves second reading of Bylaw 472 – Line of Credit Bylaw as presented
3. (April 8, 2019): THAT Council pass the motion to conduct all three readings of Bylaw 472 at one meeting.
4. (April 8, 2019): THAT Council approves third reading of Bylaw 472 – Line of Credit Bylaw as presented

EXECUTIVE SUMMARY:

The City of Lacombe has historically carried a \$3,500,000 line of credit available for any unforeseen operating expenses that may arise. The purpose of the line of credit is to cover any operating cash flow issues that might arise due to the timing of expenditures and the collection of the annual taxes.

ANALYSIS:

This line of credit will act as a safeguard for operational expenses if the cash balance does fall beyond forecasted levels. If the balance does flow into overdraft it is a borrowing against the City and a borrowing bylaw is required to be in place. The current line of credit has not been utilized since 2006.

The maximum interest rate is set at 6% within the bylaw. This will allow for potential interest rate fluctuations during the 3 year period.



REQUEST FOR COUNCIL DECISION

As the borrowing is a line of credit, it would only impact the City's debt limits and debt servicing limits if it is actually used and only during which time a balance remains outstanding. It would automatically be paid back as the City's cash supplies are replenished.

The City's cash and short-term holdings as of December 31, 2019 were approximately \$21 million.

In 2020, Administration will review the investment policy and investment practices and determine what the best ways to invest short-term and long-term funds to ensure that maximum returns are achieved while maintaining liquidity and safety of the invested funds.

Legislative Authority

- Sections 251, 255 & 256 MGA RSA 2000 Chapter M-26
- 13/201/02 (2012) Debt Management Fiscal Policy

STRATEGIC PLAN ALIGNMENT:

4.1.4 Fiscal Prudence

To manage the City to allow for Property tax increases near inflation.

PUBLIC ENGAGEMENT/COMMUNICATION STRATEGY:

As per section 356(3) of the MGA, a borrowing bylaw that authorizes the borrowing does not have to be advertised if the term of the borrowing does not exceed 3 years.

ALTERNATIVE MOTION(S):

1. THAT Council give first reading to Bylaw 478 – Line of Credit
2. THAT Council NOT give first reading to Bylaw 478 – Line of Credit and direct Administration on how to proceed

ATTACHMENTS:

City of Lacombe Bylaw 478 – Line of Credit

**CITY OF LACOMBE
BYLAW 478**

A BYLAW OF THE CITY OF LACOMBE IN THE PROVINCE OF ALBERTA TO AUTHORIZE TEMPORARY BANK BORROWING FROM THE SERVUS CREDIT UNION IN THE CITY OF LACOMBE.

WHEREAS pursuant to the Municipal Government Act, R.S.A. 2000, c. M-26, ss. 251 and 256, a municipality may borrow funds for the purpose of financing operating expenditures of the municipality;

AND WHEREAS the Council deems it necessary to borrow and expend the sum of up to Three Million Five Hundred Thousand Dollars (\$3,500,000.00) to meet the current expenditures and obligations of the City of Lacombe (hereinafter called the "City") until such time as the taxes levied or to be levied therefore as aforesaid can be collected.

AND WHEREAS the amount of taxes estimated to be levied by the City is in excess of Fourteen Million Dollars (\$14,000,000) in this year and, therefore; the amount of the proposed temporary borrowing will not exceed the amount of taxes estimated to be levied.

NOW THEREFORE the Municipal Council of the City of Lacombe, in the Province of Alberta, in open council assembled, enacts as follows:

1. The Council does authorize the borrowing from time to time from Servus Credit Union (hereinafter referred to as "Servus") of a sum or sums not exceeding the aggregate amount of Three Million Five Hundred Thousand Dollars (\$3,500,000.00) which the Council deems necessary to expend to meet the current expenditures and obligations of the City until such time as the taxes levied or to be levied therefore can be collected.
2. The Council does agree to pay interest there on, or on so much thereof as remains from time to time unpaid, such interest not to exceed 6% per annum.
3. Such borrowing shall be made by promissory note or notes under the seal of the City duly attested by the signatures of the Mayor or Deputy Mayor and the Chief Administrative Officer or Designated Officer thereof.
4. Term of repayment of the borrowing shall be repaid as soon as possible and shall not extend beyond March 31, 2023.
5. Bylaw 472 is hereby repealed.
6. This bylaw shall come into effect on the date that it is passed.

INTRODUCED AND GIVEN FIRST READING this 9th Day of March, 2020.

GIVEN SECOND READING this ___ Day of March, 2020.

GIVEN THIRD READING this ___ Day of March, 2020.

Mayor

Chief Administrative Officer



REQUEST FOR COUNCIL DECISION

SUBJECT: 2nd and 3rd Reading of 400.28 – Trinity Crossing Phase 2
(Rezoning of Part of NW1/4 Sec. 32-40-26-W4M and Part of Closed Road Allowance C. of T. 082 247 200 +1)

PREPARED BY: Kaitlyn Luster, Planner, PCPS

PRESENTED BY: Craig Teal, RPP MCIP, Director, PCPS

DATE: March 9, 2020

FILE: 61.201.28 (20)

PURPOSE:

Re-designation of Part of NW1/4 Sec. 32-40-26-W4M and Part of Closed Road Allowance C. of T. 082 247 200 +1 from Future Designation District (FD) to Residential Detached District (R1), in order to facilitate residential development.

RECOMMENDED MOTION(S):

1. THAT Council give second reading to Bylaw 400.28 as presented.
2. THAT Council give third reading to Bylaw 400.28 as presented.

RELATED PRIOR MOTION(S):

1. THAT Council give first reading to Bylaw 400.28 as presented.
2. THAT Council schedule a public hearing for Bylaw 400.28 at 5:30PM on Monday, March 9, 2020.

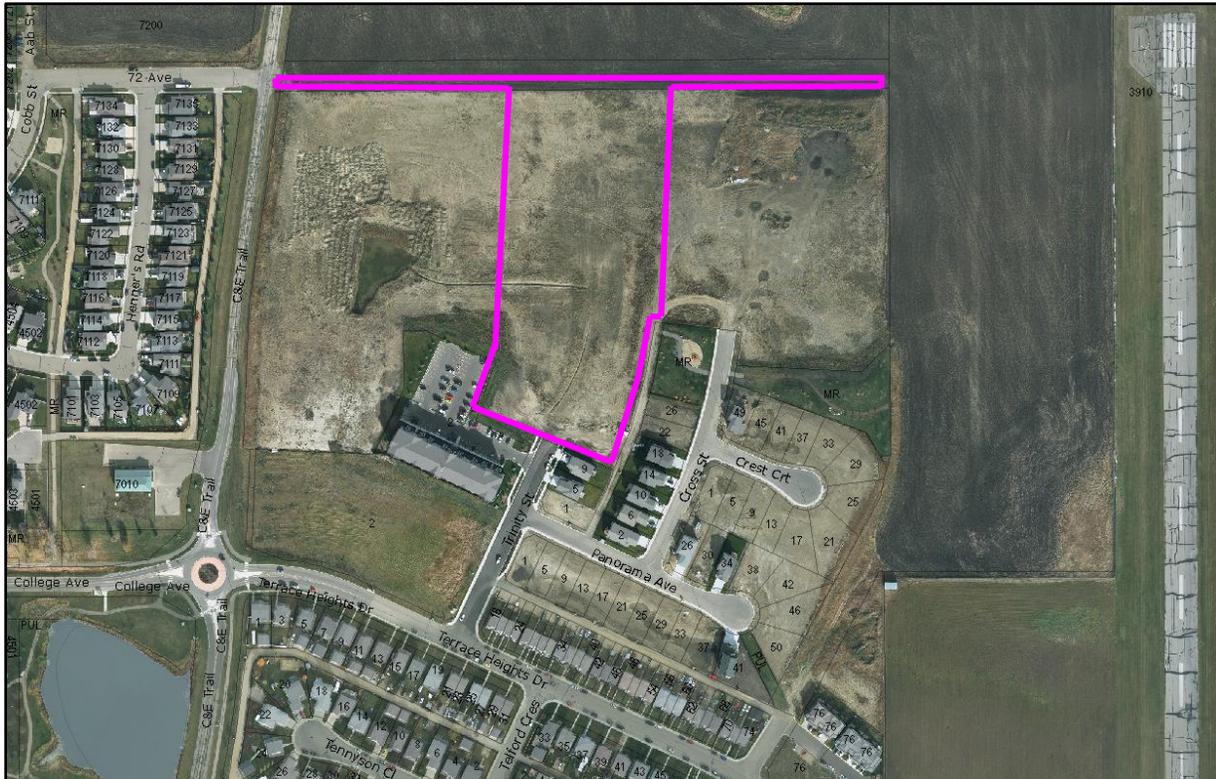
EXECUTIVE SUMMARY:

The proposal will facilitate the future development of Trinity Crossing (phase 2) for residential purposes. The property is located within the Trinity Crossing Outline Plan and is earmarked for detached dwelling residential development.

ANALYSIS:

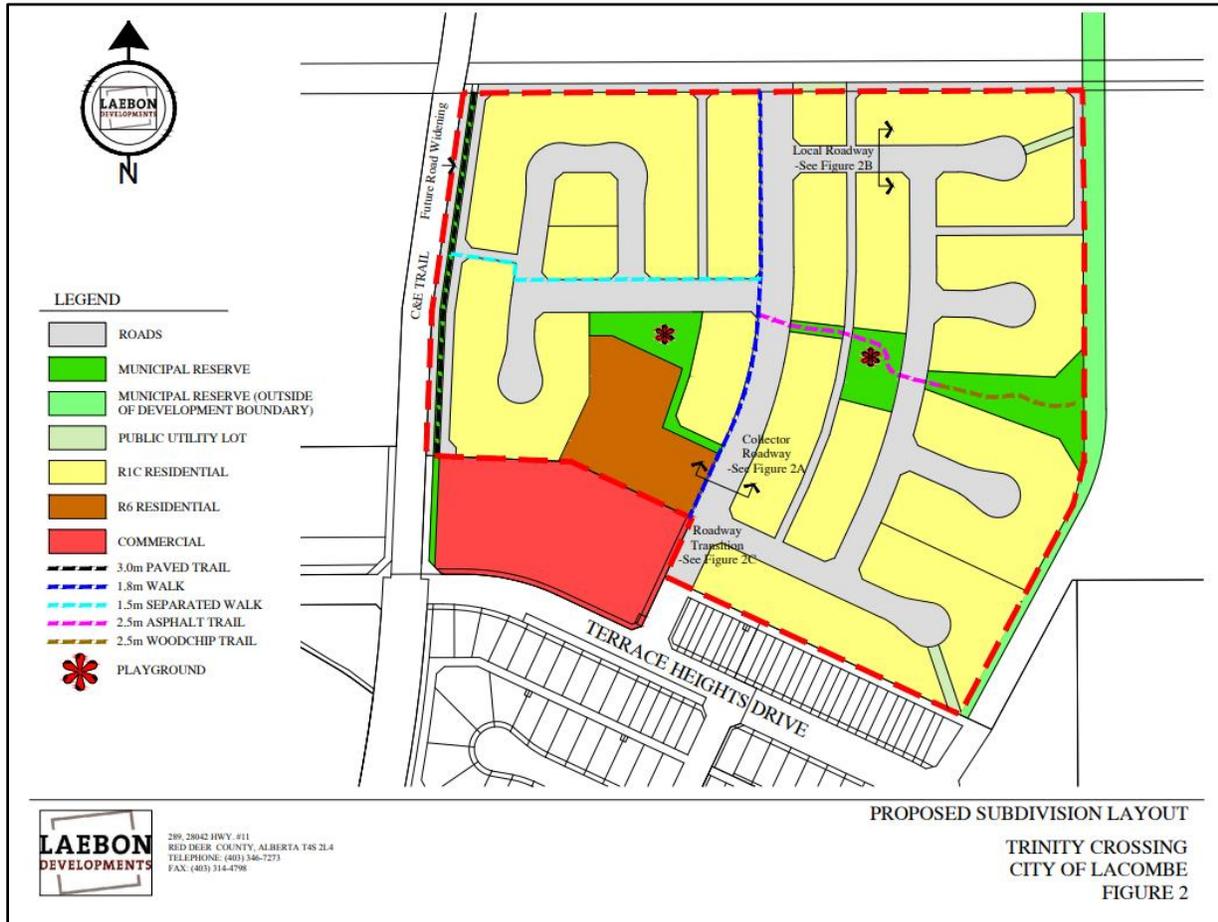
The proposed parcels identified for re-designation are located on the east side of C&E Trail, west of Highway 2A, and north of Terrace Heights Drive. It includes the north extension of Trinity Street and future residential parcels along the east and west sides. It also includes 6m of the closed portion of 72 Avenue to be used as a future lane, road widening along C+E Trail, and municipal reserve. The location of the property is outlined in pink in the included aerial photograph.

REQUEST FOR COUNCIL DECISION



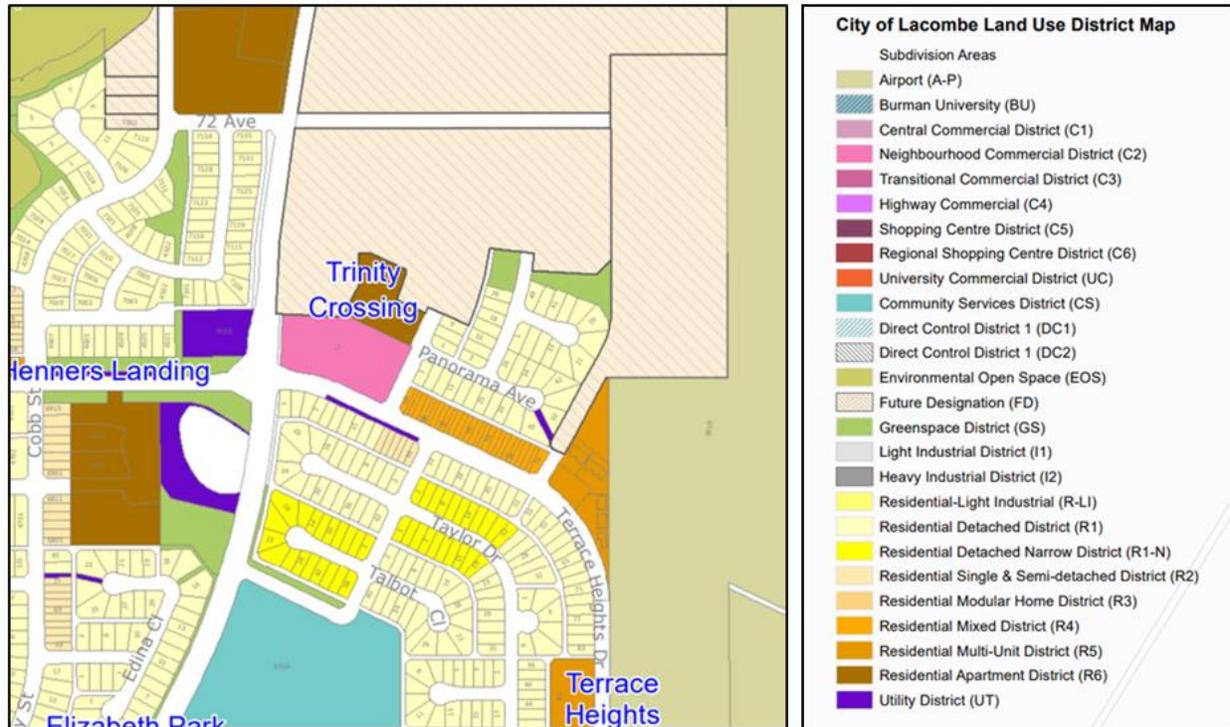
The property is located within the North Area Structure Plan and the Trinity Crossing Outline Plan. The Trinity Crossing Outline Plan provides detailed planning for the area and indicates that the development will contain a mixture of detached dwellings and an apartment complex. The Trinity Crossing Outline Plan was adopted by Council in 2008 and amended in 2013. The first phase of development, encompassing detached dwellings and the apartment building, has been subdivided and is in the process of being built out.

REQUEST FOR COUNCIL DECISION



The image above is the Proposed Subdivision Layout from the Trinity Crossing Outline Plan, which includes the area to be re-designated as residential along the north-south collector road through the middle of the drawing. This area will accommodate the future development of detached dwellings. The area around the portion being re-designated is intended for detached dwelling residential and municipal reserve.

REQUEST FOR COUNCIL DECISION



The existing zoning in the area aligns with the types of land use districts identified in the Proposed Subdivision Layout. The Proposed Subdivision Layout uses R1C Residential as the designation, however, the Land Use Bylaw has since been amended so that R1C has been removed and replaced with the R1 district. The zoning located within the immediate area includes Neighbourhood Commercial District (C2), Residential Detached District (R1), Residential Apartment District (R6), Greenspace (GS) and Utility District (UT) lands.

The proposed rezoning is consistent with the North Area Structure Plan and the Trinity Crossing Outline Plan. Administration supports the proposed rezoning and is presenting Bylaw 400.28 for 2nd and 3rd Reading.

LEGISLATIVE AUTHORITY:

CITY OF LACOMBE - LAND USE BYLAW 400

- Part 9, Section 9.13 – Land Use Bylaw 400 – R1 Residential Detached District
- Part 13, Section 13.9 – Land Use Bylaw 400 – FD Future Designation District
- Part 15, Section 15.1 – Land Use Bylaw 400 – Land Use District Maps

REQUEST FOR COUNCIL DECISION

MUNICIPAL GOVERNMENT ACT, RSA 2000, C.M-26

- Section 606 – Requirements for Advertising
- Section 640 – Land Use Bylaw
- Section 692 – Planning Bylaws

MUNICIPAL DEVELOPMENT PLAN – GROWING LACOMBE:

- Where We Live: Residential
 - RES5.1: Housing Diversity
 - RES5.4: New Residential Housing Density

STRATEGIC PLAN ALIGNMENT:

There is no specific goal or objective that speaks to this type of development. Processing rezoning applications is a core City service.

PUBLIC ENGAGEMENT/COMMUNICATION STRATEGY:

The public hearing and Bylaw 400.28 were advertised in the February 27th and March 5th editions of the Lacombe Express. The same information was posted on the City's website. All neighbouring property owners were sent written notification of this application and a copy of Bylaw 400.28 on February 14, 2020.

The Manager of Recreation & Culture commented on the referral noting there should be sidewalks going in along the roadways, but otherwise there are no concerns.

As of the date of preparing the RFD, no additional comments have been received.

ALTERNATIVE MOTION(S):

1. THAT Council give second reading to Bylaw 400.28 as presented.
 - 1B. THAT Council direct Administration to make amendments to Bylaw 400.28 prior to second reading.
 - 1C. THAT Council refuse second reading to Bylaw 400.28.
2. THAT Council give third reading to Bylaw 400.28 as presented.
 - 2B. THAT Council direct Administration to make amendments to Bylaw 400.28 prior to third reading.
3. THAT Council refuse third reading to Bylaw 400.28.

ATTACHMENTS:

Bylaw 400.28

REQUEST FOR COUNCIL DECISION



SUBJECT: 3rd Reading of Bylaw 400.24 – Proposed Amendments to the Land Use Bylaw
PREPARED BY: Craig Teal, RPP MCIP
PRESENTED BY: Jordan Thompson, Director of Operations and Planning
DATE: March 9th, 2020

FILE: 61.201.24 (19)

PURPOSE:

To present Bylaw 400.24 and proposed amendments to Bylaw 400.24 to Council for their consideration.

RECOMMENDED MOTION(S):

1. THAT Council give third reading to Bylaw 400.24 with the following amendments (Option A, B or C).

RELATED PRIOR MOTION(S):

1. THAT Council give first reading to Bylaw 400.24 as presented.
2. THAT Council schedule a public hearing for Bylaw 400.24 to be held at 5:30PM on Monday, February 24, 2020.
3. THAT Council amend Bylaw 400.24 by
 - a. That a temporary building be allowed for the duration of the building permit and for the purposes of storage for 30 days;
 - b. replacing item 1 r) with the following:
“8.1.9 a) is replaced with the following:
Provided that there is a landscaping strip on one side of the residential front driveway, the minimum distance between driveways serving single detached units, semi-detached or duplex dwelling units, or any form of multi-unit residential other than an apartment building may be nil.”
 - c. adding “Up to 50% of the total number of suites allowed per block may be pre-approved in an approved Outline Plan” as the last sentence in item 1 y); and
 - d. deleting item 1 aa)
4. THAT Council give second reading to Bylaw 400.24 as amended

EXECUTIVE SUMMARY:

Administration prepared Bylaw 400.24 to amend the Land Use Bylaw (LUB) for Council’s consideration. A public hearing was held on February 24, 2020 during which one concern was presented by a landowner regarding the proposed requirement for 2m side yards in the new

REQUEST FOR COUNCIL DECISION



Central Residential District Overlay. Council made amendments to Bylaw 400.24 addressing other issues at the time of second reading, which included changes to allow temporary buildings (see attached version of Bylaw 400.24). Council directed Administration to bring back options that address the concern around the 2m side yard for Council’s consideration at third reading.

ANALYSIS:

Administration has identified three options for Council’s consideration regarding the proposed 2m side yard requirement within the Central Residential District Overlay. They are as follows:

Options	Wording of Council Motion	Comments
<p>A Site Specific</p>	<p>THAT Council replace 14.4.16(b)iii in Attachment B with: “ii With the exception of development within Plan 162 4190, all new residential developments shall have a minimum side yard of 2.0m.”</p>	<p>Will address the lots owned by the landowner who spoke at the public hearing only; keeps 1.5m side yard requirement</p>
<p>B Parcel Width</p>	<p>THAT Council replace 14.4.16(b)iii in Attachment B with: “ii With the exception of development on a parcel having a parcel width of 10.5m or less, all new residential developments shall have a minimum side yard of 2.0m.”</p>	<p>Will address any lot that is 10.5m wide or less regardless of district (R1N, R4, R2) and 4 of the 5 remaining lots for the landowner who spoke at the public hearing; keeps 1.5m side yard requirement</p>
<p>C No Change</p>	<p>No motion to identify any further changes; move to third reading as amended</p>	<p>This means no further changes other than those that were made at second reading; the 2m side yard would be required for all lots</p>

REQUEST FOR COUNCIL DECISION



Administration recommends Option A which is a site specific exception. This addresses the concern of having enough parcel width to provide side yards and a range of marketable floor plans for future houses for the landowner who presented. It retains the general intent of having more generous spacing between buildings through the rest of the Central Residential District.

STRATEGIC PLAN ALIGNMENT:

Council's consideration of the amendments contained in Bylaw 400.24 speak **favourably** to the desired outcomes of Council's Strategic Goal 4.1.1B: *The Municipal Development Plan Reflects the will of Council and the Community* and 4.1.2A(1): *The Land Use Bylaw ensures that the rezoning and subdivision of large lots is compatible with homes and businesses in the neighbourhood.*

PUBLIC ENGAGEMENT/COMMUNICATION STRATEGY:

The public hearing and Bylaw 400.24 were advertised in the February 13, 2020 and February 20, 2020 editions of the Lacombe Express. The same information was posted on the City's website. Members of the development community were emailed a notice of the public hearing and a copy of Bylaw 400.24. One landowner attended and presented at the public hearing.

Following passage of this bylaw, Administration will issue a media release highlighting the positive changes, and develop a fact sheet for members of the public, developers, and builders outlining the changes to the Land Use Bylaw.

ALTERNATIVE MOTION(S):

1. THAT Council give third reading with the Option A amendment.
2. THAT Council give third reading with the Option B amendment.
3. THAT Council give third reading with no further amendments (Option C).
4. THAT Council direct Administration to present alternative amendments to Bylaw 400.24 prior to third reading.
5. THAT Council refuse third reading of Bylaw 400.24.

ATTACHMENTS:

- Bylaw 400.24 with amendments made at Second Reading

REQUEST FOR COUNCIL DECISION



SUBJECT: Committee, Board and Commission Appointments for Citizens-at-Large
PREPARED BY: Ross Pettibone, Legislative Coordinator/Executive Support
PRESENTED BY: Matthew Goudy, Chief Administrative Officer
DATE: March 9, 2020

FILE: 11/117/2020

PURPOSE:

To bring to Council for approval a new term appointment for a Citizen-at-Large on the Affordable Housing Strategy Steering Committee as established by Lacombe City Council.

RECOMMENDED MOTION(S):

1. THAT Council approve the appointment of Kim Willington to the Affordable Housing Strategy Steering Committee with a term ending December 31, 2021.

RELATED PRIOR MOTION(S):

1. (October 28, 2019): THAT Council approve the Board appointments and reappointments as presented, with remaining vacancies to be advertised.

EXECUTIVE SUMMARY:

For all Citizens-at-Large positions on Boards and Committees, administration conducts public advertising, obtains approval from the Mayor, distributes applications to the receiving Board or Committee for information, with recommended appointments presented to City Council for ratification.

The bylaw requirements are for:

- Between six and eight public individuals from the City of Lacombe on the Affordable Housing Committee, in addition to two Council.

ANALYSIS:

Council is asked to appoint one new applicant for a two-year term. A sitting member expired February 26, 2020.

Advertising continues for unfilled 2020 vacancies on the Affordable Housing Strategy Steering Committee, the Municipal Planning Commission, Art Committees, and Lacombe Library Board.

REQUEST FOR COUNCIL DECISION



Affordable Housing Strategy Steering Committee

(2 year terms, can be reappointed)

- Council: Reuben Konnik, 2019, - At Pleasure
- Council: Chris Ross, 2019, - At Pleasure
- Citizen at Large: Robyn Jones, Sept 10/19 – Sep 10/21 (*First Appointment*)
- Citizen at Large: **Kim Willington**, March 9/20 – Dec 31/21
- Citizen at Large: Vacant
- Citizen at Large: Bernard Skoretz, Jan 1/20 - Dec 31/21 (*Appointed 2018*)
- Citizen at Large: Outi Kite, Jan 1/20 – Dec 31/21 (*Appointed 2015*)
- Citizen at Large: Susan MacDonald, Jan 1/20 - Dec 31/21 (*Appointed 2015*)

STRATEGIC PLAN ALIGNMENT:

4.5.8 Encourage Volunteerism: To Support Volunteerism in the Community.

A. Strongly support volunteerism.

B. Advertise volunteerism partnering opportunities to build a growing sense of community.

PUBLIC ENGAGEMENT/COMMUNICATION STRATEGY:

Positions are publicly advertised per policy.

ALTERNATIVE MOTION(S):

1. THAT Council approve the appointment of Kim Willington to the Affordable Housing Strategy Steering Committee with a term ending December 31, 2021.
2. THAT Council not ratify the appointments and direct the administration on how they wish to proceed

ATTACHMENTS:

Board Appointment for Citizen-at-Large

Resume (Available in Camera)

REQUEST FOR COUNCIL DECISION



Citizen-at-Large Board/Committee/Commission Appointments

Affordable Housing Strategy Steering Committee

Appoint Kim Willington for a term ending December 31, 2021