

**REGULAR COUNCIL MEETING AGENDA  
MONDAY, JUNE 25, 2018 AT 7:00 P.M.  
COUNCIL CHAMBERS, LEDUC CIVIC CENTRE  
1 ALEXANDRA PARK, LEDUC, ALBERTA  
PAGE 1**

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**I. ADOPTION OF AGENDA**

**II. ITEMS FOR DISCUSSION AND RELATED BUSINESS**

- A. Select Items for Debate
- B. Vote on Items not Selected for Debate

**III. ADOPTION OF PREVIOUS MINUTES**

- A. Approval of Minutes of the Regular Council Meeting held Monday, June 11, 2018

**IV. RECOGNITION ITEMS**

There are no Recognition Items for the Agenda.

**V. PUBLIC COMMENTARY**

**VI. PUBLIC HEARING**

Explanation of the Public Hearing Process

- A. Bylaw No. 983-2018 - Redistricting West Haven Stage 10

Call for Persons to Speak

**VII. PRESENTATIONS**

V. Letourneau /  
N. Van Dusen

- A. Edmonton Dragon Boat Festival Association

T. Vogstad /  
D. Stout

- B. Leduc Baseball Association

**VIII. BUSINESS**

M. Hay

- A. Appointment of Council Member to the Edmonton Metropolitan Region Board Integrated Transportation & Transit Systems Working Group

R. Yeung

- B. Trail Naming - Veterans Way

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**IX. BYLAWS**

- |                        |    |   |
|------------------------|----|---|
| J. Cannon /<br>G. Damo | A. | Bylaw No. 993-2018 - Protective Services Building Expansion Debenture Bylaw (1st Reading)                                 |
| S. Losier              | B. | Bylaw No. 970-2017 - Amendment 74 to Bylaw No. 809-2013 - Land Use Bylaw (3rd Reading)                                    |
| S. Losier              | C. | Bylaw No. 971-2017 - Amendment to Bylaw No. 767-2011 - Business Licence Bylaw (3rd Reading)                               |
| C. Chisholm            | D. | Bylaw No. 981-2018 - Amendment to the Community Standards Bylaw No. 711-2008 (2nd & 3rd Readings)                         |
| K. Woitt               | E. | Bylaw No. 983-2018 - Redistricting West Haven Stage 10 (2nd & 3rd Readings)   |
| S. Losier              | F. | Bylaw No. 992-2018 - Amendment 83 to Bylaw No. 809-2013, the Land Use Bylaw (1st Reading)                                 |
| M. Hormazabal          | G. | Bylaw No. 986-2018 - A Bylaw to Repeal Bylaw No. 751-2010 – Assessment Review Board (ARB) Bylaw (1st, 2nd & 3rd Readings) |

**X. PUBLIC COMMENTARY**

**XI. IN-CAMERA ITEMS**

There are no In-Camera Items for the Agenda.

**XII. RISE AND REPORT FROM IN-CAMERA ITEMS**

**XIII. INFORMATION REPORTS**

- A. Mayor's Report
- B. Building Inspector's Report

**XIV. ADJOURNMENT**

# **ADOPTION OF AGENDA**

This is your opportunity to make an addition, deletion or  
revision to the Agenda

# **ITEMS FOR DISCUSSION AND RELATED BUSINESS**



Present: Mayor B. Young, Councillors G. Finstad, B. Hamilton, L. Hansen, T. Lazowski and L. Tillack

Absent: Councillor B. Beckett

Also Present P. Benedetto, City Manager, and S. Davis, City Clerk

Mayor B. Young called the meeting to order at 7:04 pm.

#### **I. ADOPTION OF AGENDA**

**MOVED** by Councillor G. Finstad that Third Readings of Bylaw 970-2018 and Bylaw 971-2018 be deferred to the June 25, 2018, Council meeting.

Motion Carried Unanimously

**MOVED** by Councillor G. Finstad that the agenda be adopted as amended.

Motion Carried Unanimously

#### **II. ITEMS FOR DISCUSSION AND RELATED BUSINESS**

##### **A. Selected Items for Debate**

The following items were selected for debate:

#### **VI. PRESENTATIONS**

A. Downtown Business Association

#### **VIII. BUSINESS**

A. Parks, Recreation & Culture Board

#### **IX. BYLAWS**

F. Bylaw No. 989-2018 – Amendment 79 to the Land Use Bylaw (2<sup>nd</sup> & 3<sup>rd</sup> Readings)

##### **B. Vote on Items not Selected for Debate**

Votes recorded under item headings.

#### **III. ADOPTION OF PREVIOUS MINUTES**

##### **A. Approval of Minutes of the Regular Council Meeting held Monday, May 28, 2018**

**MOVED** by T. Lazowski that the minutes of the Regular Council Meeting held Monday, May 28, 2018, be approved as presented.

Motion Carried Unanimously

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**IV. RECOGNITION ITEMS**

There were no recognition items.

**V. PUBLIC COMMENTARY**

L. Morrison, a resident of Leduc, read articles from the Leduc Representative written by the City of Leduc on environmental matters and feels that the Bylaws do not reflect the same concerns. L. Morrison had requested assistance from Enforcement Services to help with the matter of a neighbour's back yard fires and parties where large groups of individuals are smoking. The fires and smoke have affected their health and home. There have also been discussions between Fire Services and the residents, all to no avail.

**Responsible  
Dept.**

CPS

Administration will work with L. Morrison to find a solution.

E. Grain, a resident of Linsford Park, addressed Council relative to concerns around the Linsford Park ("Park") and the proposed Linsford Park Housing Project. E. Grain questioned why the space in the Park needs to be used and requested that Council rethink the current development plan.

W. Aubut and L. Mitchell spoke to the City of Leduc Bylaw No. 970-2018, which sets out the distance between a liquor retailer and a cannabis retailer, stating that it appears to be unfair in some instances.

Mayor B. Young advised that Council will be having further discussions with Administration prior to passing third reading on June 25, 2018.

**VI. PUBLIC HEARING****A. Bylaw No. 981-2018 – Amendment to the Community Standards Bylaw No. 711-2008**

Mayor B. Young declared the Non-Statutory Public Hearing for Bylaw No. 981-2018 open at 7:35 pm.

**Written Submissions:**

One written submission was received from Action on Smoking and Health (Attached).

**Presentations:**Administration

C. Chisholm, Manager, RCMP Administration and Enforcement Services, made a PowerPoint presentation (Attached) and answered Council's questions.

Other Presentations

L. Morrison, a resident of Leduc, asked:

- if the City would consider a designated area for smoking cannabis; and
- how is the City going to protect residents from the effects of second hand smoke from cannabis?

L. Morrison requested that Council keep these questions in mind when looking at the Bylaws.

M. Morrison, a resident of Leduc, spoke about the negative effects of cannabis smoke and stated that there are other places where the use of cannabis should be restricted, such as the Downtown area. The Downtown area draws families and a restriction in this area should be considered.

K. Richard, a resident of Leduc, stated that Council would be wise to take a restrictive stance on cannabis consumption, including not allowing the use of cannabis in public, as other Canadian municipalities are. A copy of K. Richard's speaking notes are attached.

Dr. G. Keys, Medical Officer of Health, and K. Gavin, Consultant with the Alberta Health Service Cannabis Project, Alberta Health Services, made a PowerPoint presentation (Attached) and provided a two page handout (Attached).

Dr. G. Keys and K. Gavin answered Council's questions.

L. McDonald, a resident of Leduc, feels there should be more information considered and offered to provide the City with presentations done by Cpl. B. McIntosh, RCMP, on legal issues and enforcement; and D. Harrison, Registered Nurse, on side effects of cannabis and the Alberta Health related changes.

L. McDonald requested that the City of Leduc take their time and not rush to be one of the first to pass a Bylaw.

Mayor B. Young declared the Non-Statutory Public Hearing for Bylaw No. 981-2018 closed at 8:11 pm.

**B. Bylaw No. 989-2018 – Amendment 79 to the Land Use Bylaw**

Mayor B. Young declared the Public Hearing for Bylaw No. 989-2018 open at 8:12 p.m.

**Written Submissions:**

No written submissions were received.

**Presentations:**

Administration

K. Woitt, Director, Planning & Development, made presentation.

Other Presentations

There were no other presentations.

Mayor B. Young declared the Public Hearing for Bylaw No. 989-2018 closed at 8:13 pm.

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**VII. PRESENTATIONS****A. Leduc Downtown Business Association**

J. Gordon, Chair, and A. Berndt, Coordinator, Leduc Downtown Business Association ("DBA"), made a PowerPoint presentation (Attached) providing an overview of the last few years and sharing where they would like to go over the next few years.

J. Gordon asked the City of Leduc to support the DBA's vision.

**VIII. BUSINESS****A. Parks, Recreation & Culture Board**

J. Cole, Board Chair, Parks, Recreation & Culture Board ("PRC") and J. Kamlah, Director, Recreation & Community Development, made a PowerPoint presentation (Attached), which provided an overview of the last year.

**B. Parks Naming – Suntree and Robinson Parks**

**MOVED** by Councillor T. Lazowski that Council approve the recommendation made by the Parks, Recreation and Culture Advisory Board to name:

- The municipal reserve green space in Suntree "J.T. (Terry) Atkinson Park"
- The municipal reserve green space in Robinson "Mark Hayduk Park"

Motion Carried Unanimously

**IX. BYLAWS****A. Bylaw No. 970-2017 – Amendment 74 to the Land Use Bylaw (3rd Reading)**

Administration recommends that Bylaw No. 970-2017 received third reading

**MOVED** by Councillor G. Finstad that Council defer Bylaw No. 970-2017 Third Reading to the June 25, 2018, Council meeting.

Motion Carried Unanimously

**B. Bylaw No. 971-2017 – Amendment to the Business Licence Bylaw (3rd Reading)**

Administration recommends Bylaw No. 971-2017 receive third reading.

**MOVED** by Councillor G. Finstad that Council defer Bylaw No. 971-2017 Third Reading to the June 25, 2018, Council meeting.

Motion Carried Unanimously

**C. Bylaw No. 980-2018 – Redistricting Black Stone Stage 1C (1<sup>st</sup> Reading)**

Administration recommends Bylaw No. 980-2018 receive first reading.

**MOVED** by Councillor T. Lazowski that Council give Bylaw No. 980-2018 First Reading.

Motion Carried Unanimously

**D. Bylaw No. 983-2018 – Redistricting West Haven Stage 10 (1<sup>st</sup> Reading)**

Administration recommends Bylaw No. 983-2018 receive first reading.

**MOVED** by Councillor T. Lazowski that Council give Bylaw No. 983-2018 First Reading.

Motion Carried Unanimously

**E. Bylaw No. 985-2018 – Text Amendments to the Land Use Bylaw (2<sup>nd</sup> & 3<sup>rd</sup> Readings)**

Administration recommends Bylaw No. 985-2018 receive second and third readings.

**MOVED** by Councillor T. Lazowski that Council give Bylaw No. 985-2018 Second Reading.

Motion Carried Unanimously

**MOVED** by Councillor T. Lazowski that Council give Bylaw No. 985-2018 Third Reading.

Motion Carried Unanimously

**F. Bylaw No. 989-2018 – Amendment 79 to the Land Use Bylaw (2<sup>nd</sup> & 3<sup>rd</sup> Readings)**

Administration recommends Bylaw No. 989-2018 receive second and third readings.

**MOVED** by Councillor G. Finstad that Council give Bylaw No. 989-2018 Second Reading.

Motion Carried Unanimously

**MOVED** by Councillor L. Hansen that Council give Bylaw No. 989-2018 Third Reading.

Motion Carried Unanimously

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**X. PUBLIC COMMENTARY**

There was no public commentary.

**XI. IN-CAMERA ITEMS**

There were no in-camera items.

**XII. RISE AND REPORT FROM IN-CAMERA ITEMS**

**XIII. UPDATES FROM BOARDS AND COMMITTEES**

**A. Council Member Updates from Boards and Committees**

There were no updates.

**B. Council Member Updates from Commissions, Authorities, Other**

There were no updates.

**XIV. INFORMATION REPORTS**

**A. Mayor's Report**

**B. Newly Issued Business Licences**

There was no discussion.

**XV. ADJOURNMENT**

The Council meeting adjourned at 9:04 pm.

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B. YOUNG  
Mayor

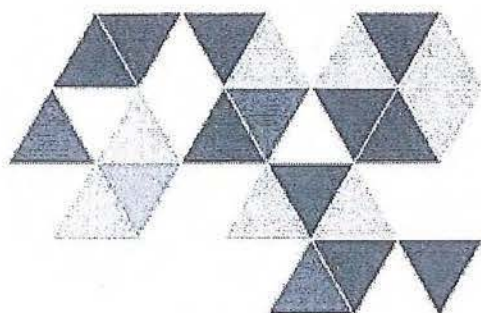
\_\_\_\_\_  
S. DAVIS  
City Clerk

**Sandra Davis**

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**Subject:**

FW: Recommended revisions to proposed Bylaw 981-2018 restrict public smoking and vaping



***ash.ca***  
***action on smoking & health***

Councillor Laura Tillack  
City of Leduc  
#1 Alexandra Park  
Leduc AB T9E 4C4

June 10, 2018

Dear Councillor Tillack;

Re: Recommended revisions to proposed Bylaw 981-2018 restrict public smoking and vaping

ASH is Western Canada's leading tobacco control organization and we have assisted many municipalities with the development of smoking bylaws since our creation in 1979.

We have some significant concerns with the proposed bylaw 981-2018 regarding its isolated restrictions on cannabis consumption.

Our most significant concern with the legalization of cannabis is the possible renormalization of public smoking. We are also very concerned about tobacco regulation taking a back seat to cannabis regulation.

Tobacco is responsible for at least 45 times more deaths than cannabis according to available estimates. Any public restrictions on cannabis use can be easily justified for tobacco use especially if the main objective is to protect children and youth from harmful substances.

For these reasons, we are very discouraged to observe that proposed Bylaw 981-2018 completely overlooks the smoking and vaping of tobacco. A growing number of Alberta municipalities are in the process of implementing broad public bans on the smoking and vaping of cannabis *and* tobacco in preparation for cannabis legalization. These municipalities include Camrose, St. Albert, Lloydminster, Fort McMurray/Wood Buffalo and Edmonton.

The omission of restrictions on tobacco smoking and vaping will likely contribute to widespread cannabis vaping by cannabis users since it is almost impossible to tell if someone is vaping cannabis oil or nicotine oil because virtually no odour is produced by vaping. Vaping involves heating instead of burning (combustion).

Below you will find our specific recommendations for improvements to draft Bylaw 981-2018.

Leduc has been an Alberta leader in restricting the use of tobacco and smoking and we hope that this leadership will continue.

Please let me know if you need any further information. I can be reached directly at 780-919-5546 or by email at [hagen@ash.ca](mailto:hagen@ash.ca).

Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Les Hagen', with a long horizontal stroke extending to the right.

Les Hagen, MSM  
Executive Director



**Proposed Bylaw 981 – 2018**  
(Amending Community Standards Bylaw 711-2008)

**Omissions and Loopholes**

1. **Tobacco smoking and vaping is not addressed in the proposed bylaw amendments.** ASH is proposing the alignment of restrictions on the smoking and vaping of all legal substances to increase the public health impact and to simplify enforcement. Tobacco kills at least 45 times more Canadians than cannabis. Any measure to regulate the use of cannabis can be easily justified to regulate the use of tobacco especially if the desired outcome is to protect children and youth from harmful drugs. A growing number of Alberta municipalities are placing broad restrictions on the smoking and vaping of any substance in preparation for cannabis legalization. These municipalities include Camrose, Edmonton, Fort McMurray/Wood Buffalo, Lloydminster, and St. Albert. Public restrictions on smoking and vaping will be easier to enforce than specific restrictions on cannabis.
2. **The allowance for tobacco smoking/vaping in public areas will allow cannabis users get away with vaping cannabis in these recreational areas in the presence of children and youth.** It is almost impossible to distinguish between the vaping of nicotine oil or cannabis oil since there is no distinguishable odour resulting from vaping (vaping = heating not burning). This exemption will contribute to the normalization of cannabis use and tobacco use in public places and it will model smoking behavior to children and youth. This exemption may also have the effect of reducing Bylaw 981-2018 to a mock-law that can be easily evaded. Local bylaw officers do not have investigation and seizure powers and therefore it will be very difficult to issue tickets or charges for these offenses. Conversely, it will be much easier for local bylaw officers to charge or ticket anyone who is found to be smoking or vaping (any substance) in any prohibited area.

**Solutions**

1. **Align the smoking/vaping restrictions on cannabis with those on tobacco by adding "Tobacco" to the list of definitions in Section 1 and by expanding the definitions of "Smoke" and "Vape" to include "tobacco" or "any substance".** Including "any substance" will also address shisha and waterpipe smoking.
2. **Amend Section 2 as follows:**

**CANNABIS AND TOBACCO**

7.5 A Person shall not smoke or vape Cannabis or Tobacco in any location identified as an area where smoking or vaping Cannabis or Tobacco is prohibited.

3. **Amend Section 3 as follows:**

42 (e.1) establish areas where the smoking or vaping of Cannabis or Tobacco is prohibited.

4. **Increase the no-smoking space in front of building entranceways from 5 meters (provincial) to 20 meters.** This measure will ensure that smokers and vapers don't cluster on sidewalks in front of buildings.

# **Cannabis – Public Use**

## **Non-Statutory Public Hearing**

### **June 11, 2018**

2018-CR-045



## **Cannabis Update – Public Use**

Once legal, adults may, under proposed Provincial legislation:

- Smoke or vape cannabis in areas where smoking tobacco is currently allowed.
- Exclusions would include: vehicles, hospital, school or daycare property, or five meters within: playgrounds, sports fields, skateboard, bicycle parks, outdoor theatres and outdoor pools or splash pads.

## Cannabis Update – Public Use

- Three different approaches for legalized public usage of cannabis were previously presented to Council:
  - A) Open
  - B) Moderate
  - C) Restrictive
- First reading of a “Moderate Approach” Bylaw was held in Council on April 23rd, 2018.
- Details of a non-statutory hearing were published in the Leduc Rep on May 25<sup>th</sup> and June 1<sup>st</sup>.

## Cannabis Update - Public Use

### Approach

**OPEN**

#### What this means.....

Public Use - Adults could use cannabis in public but not in or near areas prohibited by the Province

Set up stricter policies for where cannabis can be smoked or vaped.

**MODERATE**

#### What this means for...

CONSUMPTION - Adults could not consume cannabis on some public lands in addition to currently prohibited areas covered by the Province. Distances from locations prohibited by the Province can be increased and/or new prohibited locations added.

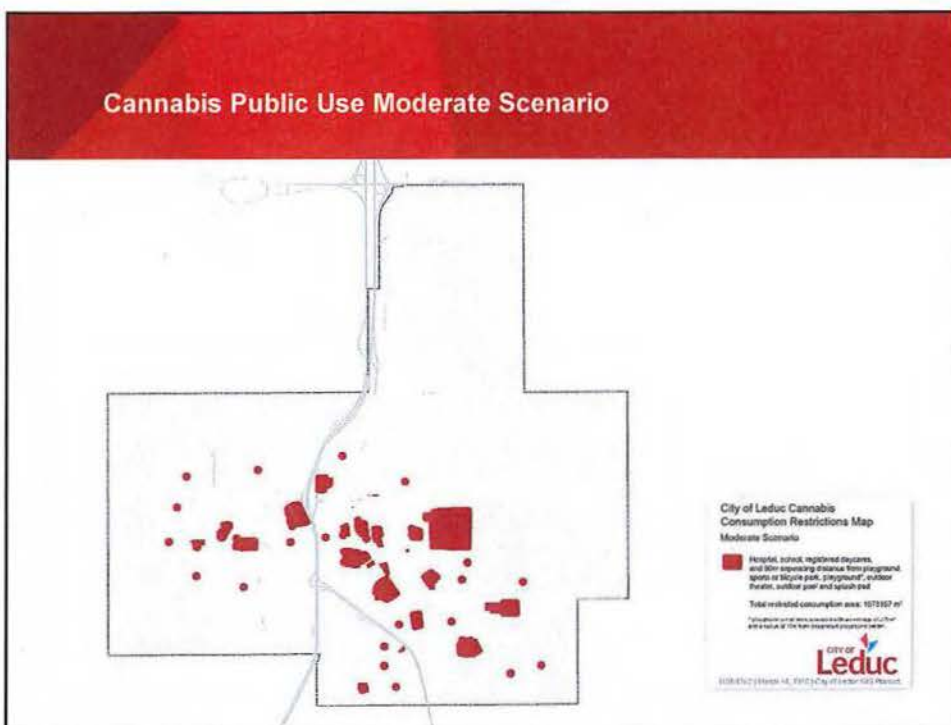
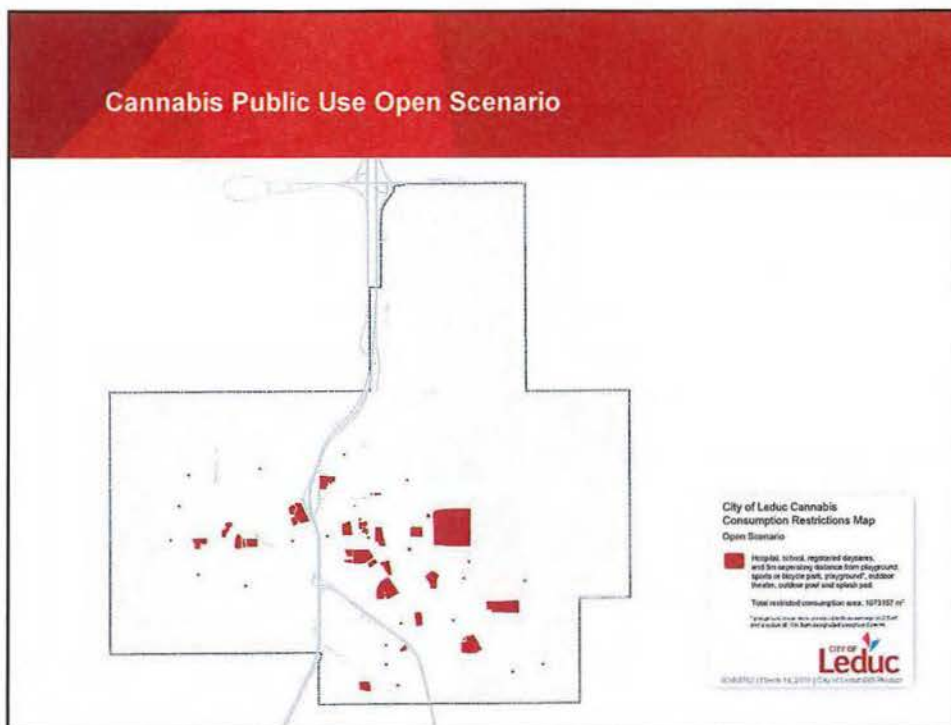
**Restrictive**

Make our policies on cannabis restrictive.

#### What this means for...

CONSUMPTION - Adults may consume cannabis on private property but not on public lands.





## Cannabis Update – Public Use

Bylaw Amendment No 711-2008 Community Standards Bylaw

The following new definitions shall be alphabetically added to Section 2:

(b.1) **"Cannabis"** has the meaning given to it in the federal Act;

(m.1) **"Smoke"** where used as a verb in respect of Cannabis, means inhaling or exhaling the smoke produced by lit Cannabis or holding or otherwise having control of lit Cannabis or any device or thing that contains lit Cannabis;

(m.2) **"Vape"** in respect of Cannabis, means inhaling or exhaling the vapour, emissions or aerosol produced by, or holding or otherwise having control of, an electronic cigarette or similar device containing Cannabis;

## Cannabis Update – Public Use

Bylaw Amendment No 711-2008 Community Standards Bylaw (cont.)

The following new section shall be added following Section 7:

### **CANNABIS**

7.5 A Person shall not smoke or vape Cannabis in any location identified as an area where smoking or vaping Cannabis is prohibited.

The following new section 42 (e.1) shall be added following section 42 (e) :

42 (e.1) establish areas where the smoking or vaping of Cannabis is prohibited;

## Cannabis Update – Public Use

### Administrative Policy:

- Under the authority of the City Manager, policy will define areas where the smoking or vaping of cannabis is prohibited. These areas will be 50 meters from:
  - A playground
  - A sports or playing field
  - A skateboard or bicycle park
  - An outdoor theatre
  - An outdoor pool or splash park
- The policy will also allow for the City Manager (or delegate) to temporarily ban the smoking or vaping of cannabis in certain areas within the City.

## Moderate – Provincial Model with Additional Restrictions

### Where you can smoke or vape cannabis



All walking trails, grassed utility lines and in all parks, 50m from playgrounds, sports fields, skate park, spray parks, outdoor pools, skating rinks, and other children events or amenities



All sidewalks, boulevards, alleyways or roadways, 5m from entrance-ways, open windows and bus stops



On private property, except inside buildings or on patios, where the public has expressed or implied invitation to access\*\*

\*\* Subject to rules enforced by the landowner

### Where you **can not** smoke or vape cannabis



In any publicly accessible building, patio, public vehicle, or substantially enclosed area



On any school, hospital or childcare facility property.



Within 50m of playgrounds, sports fields, skate or bicycle parks, an outdoor theatre, an outdoor pool or spray parks, skating rinks and other children events or amenities



Within 5m of doorways, window or air intake, bus stops



In any other area temporarily prohibited by the City Manager



Thank you for the opportunity to express concern with the current proposed bylaw.

Recently council members appeared to agree to take a cautious approach regarding cannabis bylaws with the proposed land use bylaw. The issue of cannabis consumption bylaws should be treated with the same caution.

Although legalization of cannabis will be new to Canada it has been legal in other jurisdictions for years. Leduc can benefit from the knowledge and experience these jurisdictions can offer when it comes to consumption legislation. Leduc city council would be wise to adopt the approach of these jurisdictions.

In Amsterdam the model for cannabis DOES NOT allow public consumption.

*Anything goes?*  
Taking a look at jurisdictions geographically closer to us such as Colorado which legalized cannabis in 2014 we see they too have made it illegal to consume ~~cannabis~~ in public. This includes but is not limited to areas accessible to the public such as transportation facilities, schools, amusement/sporting/music venues, parks, playgrounds, sidewalks and roads and outdoor and rooftop cafes. It is also illegal to smoke at indoor-but-public locations like bars, restaurants and common areas in buildings.

Further to the above 2 points The proposed amendment does not reflect the direction that many others Canadian jurisdictions are going *Not withstanding provincial legislation*

Calgary Bylaw 24M2018 states

A person must not smoke, vape or consume cannabis in any public place.

The Ontario government cannabis law forbids all forms of cannabis consumption in public places.

The New Brunswick and Prince Edward Island governments said they will ban all forms of cannabis consumption in public areas.

Manitoba law bans all public cannabis smoking or vaping.

Prior to the impending legalization of cannabis The Council of the City of Leduc had determined that smoking and second-hand tobacco smoke is a health hazard and a discomfort for the citizens of the City of Leduc, especially its children; AND it is desirable for the health, safety and welfare of the citizens of the City of Leduc to prohibit and regulate smoking in the City of Leduc;

It has taken decades of work to get us to the point where we have anti-smoking bylaws. We should not be re-normalize smoking as an acceptable public pastime just because cannabis smoke is somehow "cooler" than tobacco smoke.

*Streets and Sidewalks*  
And given we still don't allow people to drink a glass of wine or a bottle of beer ~~at a picnic~~ in the park, it seems odd that we're poised to allow people to get high in those same spaces

Banning smoking/vaping in all public places is the right thing to do— it is responsible and fair.

It's the city's job to regulate public behaviour, to reduce the nuisance impact of this new law.

Thank you for considering amending the proposed bylaw to replicate *the previous bylaw* and ban all public smoking and vaping of cannabis

# Public Consumption of Cannabis

## INFORMATION FOR MUNICIPALITIES

Regulations restricting public consumption of cannabis are important for reducing health and social harms in our communities. The following information provides municipalities important information to make healthy and evidence-informed decisions about public consumption of cannabis.

### Risk of Normalization

### Second-Hand Smoke

### Intoxication

## Risk of Normalization

- Normalization means becoming a 'normal part' of leisure and lifestyle and no longer considered potentially harmful
- Children tend to copy what they observe and are influenced by normality of any type of smoking around them.
- Normalization of cannabis is evident in society as discussion has shifted from a substance once considered harmful and privately used, to one that has a degree of acceptability in different spaces (i.e., parks, concerts).
- Cannabis use is gaining more social acceptance and associated disregard of potential harms.
- Cannabis users often do not believe there are any long-term risks or they think they can manage harms with moderate use.<sup>1</sup>
- Mixed interpretations about cannabis use and associated harms illustrate the expansion of normalization.<sup>1</sup>
- Normalization of cannabis has the risk of renormalizing all forms of smoking (including tobacco and waterpipes). This would be a step backwards for public health.
- In Canada, evidence indicating cannabis normalization is particularly strong among individuals aged between 15 and 44 years.<sup>2</sup>
- Prevalence rates for cannabis consumption have risen in Canada since the late 1970s.
- In 2012, the US Surgeon General declared a causal association between smoking in films and youth smoking initiation.
- An Ontario study showed co-use of cannabis and tobacco has increased among grade 7, 9, and 11 students. In 2011, 92% of tobacco users also used cannabis, up from 16% in 1991.<sup>3</sup>
- Tobacco related diseases kill 10 Albertans every day
- 2012 Alberta's Chief MOH identified many hazards associated with water pipe smoking.

## Why is normalization of smoking cannabis a problem?

- Normalization leads to increases in rates of use (lessons learned from tobacco and alcohol).
- There are at least 33 known carcinogens in cannabis smoke.<sup>4</sup>
- Like tobacco smoke, cannabis smoke is a mixture of tiny particles in a gas-vapour.
- Both types of smoke have similar concentrations of particulate matter and toxicants, including carbon monoxide, hydrogen cyanide and nitrosamines, all of which pose health risks.<sup>5</sup>
- Cannabis smoking is associated with cancer, respiratory problems and cardiovascular disease.<sup>6,7</sup>



## Second-Hand Smoke

- In the early days, there was little data about harms of tobacco and few restrictions for tobacco use were put in place. Enacting strong regulations to keep citizens safe from second and third-hand cannabis smoke is the best option until further studies can be completed.
- Factors that impact the short-term effects of second-hand smoke include:
  - ventilation space,
  - volume of air,
  - amount of cannabis cigarettes lit at one time,
  - potency of the cannabis,
  - number of smokers.<sup>2</sup>
- Evidence from several comparative studies concluded that cannabis smoke produces more changes to genetic material and is more toxic to living cells than tobacco smoke.<sup>5, 6, 8, 9</sup>
- Second-hand exposure to cannabis smoke can result in a positive test for cannabis in body fluids, urine and blood, and can lead to psychoactive effects.<sup>7</sup>
- Evidence suggests that even weak doses and exposure can result in positive tests and lead to psychoactive effects.<sup>2</sup>
- There is no universal threshold that can differentiate between those who have actively smoked cannabis and are intoxicated, those who have actively smoked cannabis in the past and those who have been exposed to second-hand smoke.<sup>2</sup>

## Intoxication

- Cannabis can cause bad reactions: paranoia, panic, increased HR, confusion, nausea/vomiting.
- 20-30% of recreational users experience intense anxiety and/or panic attacks after smoking cannabis. Panic and phobic attacks are more common in new users and in novel/fun or stressful environments.<sup>10</sup>
- Cannabis intoxication can produce vivid mental imagery, illusions and hallucinations, and can mimic behaviours associated with psychotic disorders.<sup>11</sup>
- Simultaneous use of alcohol and cannabis has been found to approximately double the odds of impaired driving, social consequences, and harms to self.<sup>12</sup>
- According to AHS treatment data, of those using AHS Addiction Services, more than half used cannabis, and of those who use cannabis, 90% have used alcohol and 80% have used tobacco (Alberta Health Services, 2017).

## REFERENCES

- <sup>1</sup> Cone EJ, Bigelow GE, Herrmann ES, et al. Nonsmoker Exposure to Secondhand Cannabis Smoke. III. Oral Fluid and Blood Drug Concentrations and Corresponding Subjective Effects. *J Anal Toxicol.* 2015;39(7):497-509.
- <sup>2</sup> Mark Asbridge, Jenna Valleriani, Judith Kwok & Patricia G. Erickson (2016). Normalization and denormalization in different legal contexts: Comparing cannabis and tobacco. *Journal: Drugs: Education, Prevention and Policy*, Volume 23, 2016 - Issue 3 Pages 212-223.
- <sup>3</sup> Webster, L., Chaiton, M. & Kirst, M. (2014). The co-use of tobacco and cannabis among adolescents over a 30-year period. *Journal of School Health*, 84(3), 151-159.
- <sup>4</sup> Schwartz, R. (2017) Legalize marijuana without the smoke. *CMAJ*, 189 (12) E137-38.
- <sup>5</sup> Maertens RM, White PA, Rickert W, et al. The genotoxicity of mainstream and sidestream marijuana and tobacco smoke condensates. *Chem Res Toxicol.* 2009;22(8):1406-1414.
- <sup>6</sup> Barry RA, Glantz SA. A public health analysis of two proposed marijuana legalization initiatives for the 2016 California ballot: creating the new tobacco industry. San Francisco (CA): Center for Tobacco Control Research and Education, Philip R. Lee Institute for Health Policy Studies, School of Medicine, University of California, San Francisco; 2016. Available: <https://tobacco.ucsf.edu/sites/tobacco.ucsf.edu/files/u9/Public%20Health%20Analysis%20of%20Marijuana%20Initiatives%201%20Feb%202016.pdf>
- <sup>7</sup> Holitzki et al. (2017). Health effects of exposure to second- and third-hand marijuana smoke: a systematic review. *CMAJ Open*, 5(4), E814-E822.
- <sup>8</sup> Maertens RM, White PA, Williams A, Yauk CL. A global toxicogenomic analysis investigating the mechanistic differences between tobacco and marijuana smoke condensates in vitro. *Toxicology*. 2013;308:60-73.
- <sup>9</sup> Health Technology Assessment Unit, University of Calgary. (2017). Cannabis Evidence Series: An Evidence Synthesis. Available from <https://open.alberta.ca/publications/cannabis-evidence-series-an-evidence-synthesis>
- <sup>10</sup> Crippa JA, et al. "Cannabis and Anxiety: A Critical Review of the Evidence," *Human Psychopharmacology* (Oct. 2009): Vol. 24, No. 7, pp. 515–23.
- <sup>11</sup> Allen P, et al. "Modulation of Auditory and Visual Processing by Delta-9-Tetrahydrocannabinol and Cannabidiol: an fMRI Study." *Neuropsychopharmacology* (June 2011): Vol 36, No. 7, pp 1340-1348
- <sup>12</sup> Subbaraman, M. and Kerr, W. (2015). Simultaneous versus concurrent use of alcohol and cannabis in the national alcohol survey. *Alcoholism: Clinical and Experimental Research*. 39(5), 872–879.

City of Leduc Public Hearing  
Public Consumption of Cannabis  
June 11, 2018

# Cannabis Legalization in Alberta: Promoting & Protecting Health



## Public Health Approach

Go slow

- Monitor
- Assess
- Adjust



## Regulating Public Consumption

Positive step to reduce harms in the community

- ✓ Normalization
- ✓ 2<sup>nd</sup> hand smoke
- ✓ Intoxication



## Normalization of Cannabis – why a concern?

Cannabis is not benign



Modelling effect-children copy what they observe



Can lead to disregard for harms and increased rates of use/related harms



## Risks of Renormalizing Smoking

Restrictions on smoking in public places have helped prevent children from starting



Prevalence of smoking in grades 6-9 has been reduced by half since mid-90s



Must protect the health gains made in reducing tobacco

## Second Hand Smoke

- More mutagenic and cytotoxic than tobacco smoke
- Increased risks to pregnant women, infants and children, those with respiratory and cardiovascular conditions
- THC can be detected in those exposed to second hand smoke and can cause intoxication



## Public Intoxication

- Cannabis can cause bad reactions: paranoia, panic, confusion, nausea
- Co-use with alcohol can double the odds of impaired driving, social and health harms
- Public consumption sites will bring challenges to monitoring and control of public intoxication



## AHS encourages:

- No Public Consumption
  - particularly in areas where there are children or children's amenities
- Align smoking restrictions for consistent public policy
  - Expand the definition of 'smoking' to include all substances and devices
  - "Smoke is Smoke"
  - No "safe" secondhand smoke

## Public Health Approach

Go slow

- Monitor
- Assess
- Adjust



Alberta Health Services

## Going Forward – Key Considerations

- Begin conservatively & establish more restrictive regulations as it is very difficult to tighten regulations once in place.
- Next phase of legislation (edibles) will change the landscape again in terms of consumption
- Public awareness of bylaws - important
  - The more straightforward the bylaw, the easier for public to understand and comply.
- Monitoring and Enforcement

Alberta Health Services

For further information please  
contact :

- Dr Gloria Keays, Medical Officer  
of Health, Edmonton
- AHS Cannabis Project Consultant  
Kathie.Gavin@ahs.ca



# LEDUC DOWNTOWN BUSINESS ASSOCIATION

"Downtowns are the functional and symbolic heart of a community. Downtowns are also very complex and dynamic social and economic systems with many integrated pieces. Just as cities are dynamic and evolve over time, so to do their downtowns."

- DOWNTOWN NIAGARA FALLS COMMUNITY IMPROVEMENT PLAN | NOVEMBER 2004
- <https://niagarafalls.ca/business/community-improvement-plans/default.aspx>

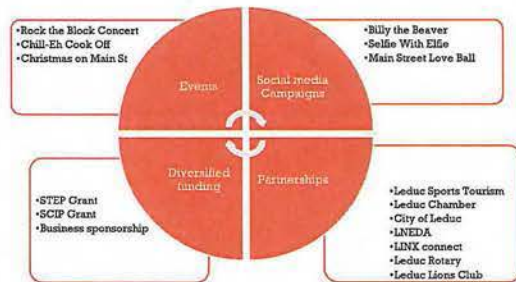


## OUR VISION AND MISSION

- **Vision** The Downtown Core of Leduc will be a vibrant, important and recognized source of business success, culture and community building within the City of Leduc.
- **Mission** To promote, enhance and advocate for the Downtown Core of Leduc through leadership and partnerships.



**2017**



- Joined RIABC and the Destination Development Association (Roger Brooks)
- Hosted Song Writing Contest and Filmed Promotional Video,
- Surveyed Members (Petos, Parking, Cannabis)
- 20 Things to Love About Downtown Infographic
- 2nd Annual Downtown Leduc Map & Directory
- ...AND MORE

## **STRATEGIC PLAN 2018-2021**

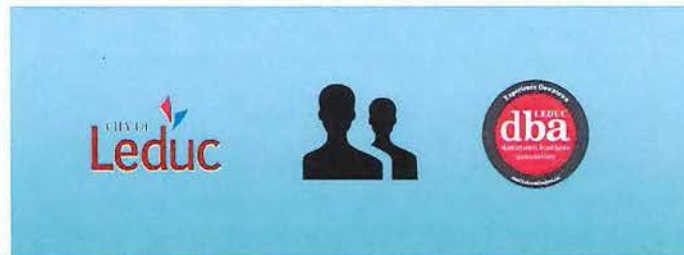
### **GOAL 1:**

**Plan and implement activities, programs and events to increase downtown business engagement and collaboration**

## HOW WILL WE ACCOMPLISH OUR GOAL?

- Create a business welcome package for new businesses in the downtown.
- Development and promotion of our downtown video
- Targeted sponsorship opportunities.
- Host targeted events specific to a type of business on main street (e.g. Main Street Home Show)
- Increase business support services (programs).
- Educate businesses on the value of street vendors, engaging entertainers and performers in front of their store.
- Invite business owners to monthly meetings

## WHAT DO WE NEED FROM THE CITY?



- Funding for more staff

## GOAL 2:

- **Develop year-round programming to attract people Downtown and to increase exposure and generate potential revenue for businesses.**

## HOW WILL WE ACCOMPLISH OUR GOAL?

- Facilitate events downtown throughout the year
- Continue the sports/tourism partnership
- Engage with city event planner to hold events downtown ie. Canada Day
- Advocate for and program a downtown plaza
- Recruit street vendors
- leasing vendor carts to then sub-lease to vendors – food and goods
- Invite buskers and artisans to downtown
- Regular food truck presence
- Fourth Friday Downtown Party all summer long

## WHAT DO WE NEED FROM THE CITY?



- Funding for more staff

## GOAL 3:

**-Determine gaps in the downtown business mix and proactively attract new businesses to create the perfect business mix.**

## HOW WILL WE ACCOMPLISH OUR GOAL?

- Identify current business mix, and prospective businesses
- Meet with DT development community to gain input on the business prospects
- Launch a prospective business campaign (By whom: board, City of Leduc, developers)
- Enhance lease space information on website
- Promote lease space availability on social media
- Develop attraction package (By whom: Board, City of Leduc)
- Create a co-working space
- Launch a pop up shop program

## WHAT DO WE NEED FROM THE CITY?



- Funding for more staff
- Partnership with the city of Leduc

## **GOAL 4:**

**-Establish and activate the Downtown as an event venue to collaborate with public and private partners to attract non-DBA events and activities downtown.**

## **HOW WILL WE ACCOMPLISH OUR GOAL?**

- Create an **Event Venue Package** (power locations and capacity, utilities, streets, parking spaces, fire hydrants, tables, map, directory, road closure rules, etc.)
- Launch venue hosting campaign
- Partnerships with art groups
- Advocate for and build a year-round downtown plaza

## WHAT DO WE NEED FROM THE CITY?



- Funding for more staff
- Liaison with the city in partnership

## GOAL 5:

**-To establish a sustainable operational funding model to increase the organizations capacity**

## HOW WILL WE ACCOMPLISH OUR GOAL?

- Explore the feasibility of becoming a Business Improvement Area.
- Explore, develop and implement a contract for services within the City of Leduc
- Hire another staff member
- Explore the partnership with the Chamber

## WHAT DO WE NEED FROM THE CITY?



- Funding for more staff
- Assistance to create a sustainable and predictable funding model



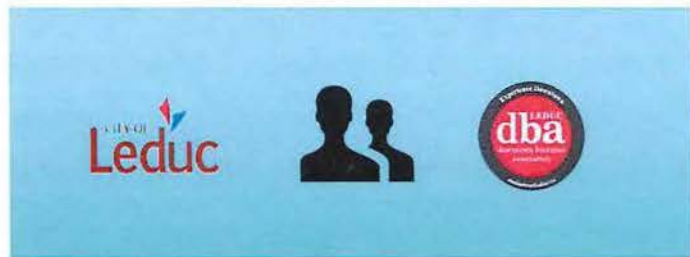
## **GOAL 6:**

**Increase business and entrepreneurial support to  
Downtown businesses**

## **HOW WILL WE ACCOMPLISH OUR GOAL?**

- Hire appropriate resources to provide business services
- Lead and develop educational programs for DT businesses (By whom: Board, City of Leduc)
- Host business networking events /mixers
- Support and guide new businesses
- Increase our knowledge and resources required to support small business

## WHAT DO WE NEED FROM THE CITY?



- Funding for more staff

## THANK YOU!



- Questions? Comments?

# Leduc Parks, Recreation & Culture Advisory Board

Committee of Council Update  
June 11, 2018

Your Parks, Recreation & Culture Advisory Board

A Framework for Recreation in Canada 2015  
**Pathways to Wellbeing**



## Highlights of the PRC's work over the past year

- Parks, Multiway & Facility Development
- Community Initiatives and Capacity Building
- Board Priorities and Activities

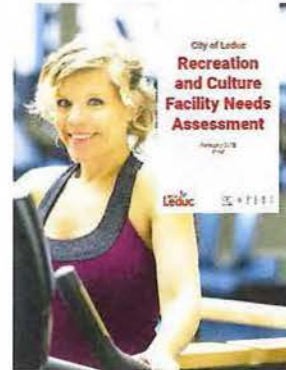
### Parks, Multiway & Facility Development

- Parks Naming
  - Mark Hayduk Park in Robinson
  - J.T. (Terry) Atkinson Park in Suntree
  - Veterans Way Trail in Fred Johns Park
- LRC Pool Project & Reconfiguration



## Community Initiatives

- Recreation & Culture Facility Needs Assessment
- Sport Hall of Fame Induction Ceremony
- Parks, Recreation & Culture BBQ
- Curl 4 Canada Championships
- Recreation Fees & Charges Strategy



## Community Capacity Building

- Presentations and delegations
- Volunteer Appreciation Banquet & Citizens of Distinction Awards
- Community Workshops & Forums
- Grants to Organizations
  - Application review & recommendations





## Other Initiatives

- Targeted Board Member Recruitment
- June is Parks & Recreation Month
- Alberta Recreation & Parks Association Conference



Thank you for the opportunity to share  
with you the work of your  
Parks, Recreation & Culture Advisory Board.

# RECOGNITION ITEMS

There were no Recognition Items.

# **PUBLIC COMMENTARY**



# **PUBLIC HEARING**

Explanation of the Public Hearing Process

A. Bylaw No. 983-2018 - Redistricting West Haven Stage 10

Call for Persons to Speak

# **PRESENTATIONS**

Edmonton Dragon Boat Festival  
Association

Presented by:

V. Letourneau /  
N. Van Dusen

# **PRESENTATIONS**

Leduc Baseball Association

Presented by:

T. Vogstad  
D. Stout

# COUNCIL REQUEST FOR DECISION

**MEETING DATE:** June 25, 2018

**SUBMITTED BY:** S. Davis, City Clerk

**PREPARED BY:** S. Davis, City Clerk

**REPORT TITLE:** Appointment of Council Member to the Edmonton Metropolitan Region Board  
Integrated Transportation & Transit Systems Working Group

## REPORT SUMMARY

The Edmonton Metropolitan Region Board ("EMRB") made a request of its 13 member municipalities to have an elected official sit on the Integrated Transportation & Transit Systems Working Group.

## RECOMMENDATION

That Council appoint Councillor G. Finstad to the Edmonton Metropolitan Region Board Integrated Transportation & Transit Systems Working Group and appoint Councillor B. Beckett as the Alternate.

## BACKGROUND

### KEY ISSUE(S) / CONTEXT:

The Integrated Transportation & Transit Systems Working Group ("Working Group") provides elected officials from membership municipalities the opportunity to meet and discuss integrated transportation and/or transit systems, to garner a better understanding of what is occurring throughout the region.

The purpose of the Working Group is to monitor, support, and advocate for collaborative transportation - and transit-related activities in the Edmonton Metro Region. The Working Group is also tasked with maintaining a coordinated view of the initiatives and activities on behalf of the EMRB.

### CITY OF LEDUC PLANS:

Being a part of the Working Group fulfills Council's commitment to working with our regional partners in promoting Intermunicipal and regional initiatives. It also supports our values of having a regional focus.

## IMPLICATIONS OF RECOMMENDATION

### ORGANIZATIONAL:

Being a part of the Working Group will keep the City of Leduc apprised of transportation and transit initiatives within the region.

### ALTERNATIVES:

1. Council appoint a different member and/or alternate;
2. Council chooses to not participate in the Working Group

## ATTACHMENTS:

1. A copy of the Working Group's Terms of Reference

Others Who Have Reviewed this Report

P. Benedetto, City Manager / B. Loewen, City Solicitor





## Integrated Transportation & Transit Systems Working Group Terms of Reference

|                                    | Description   |
|------------------------------------|---|
| <b>Overview</b>                    | The Board wishes to be apprised of transportation and transit initiatives but in a way outside of the Board purview.  |
| <b>Purpose</b>                     | <p>The Integrated Transportation &amp; Transit Systems Working Group provides elected officials from membership municipalities the opportunity to meet and discuss integrated transportation and/or transit systems, to garner a better understanding of what is occurring throughout the region.</p> <p>The purpose of the Working Group is to monitor, support, and advocate for collaborative transportation - and transit-related activities in the Edmonton Metro Region. The Working Group is also tasked with maintaining a coordinated view of the initiatives and activities on behalf of the Board.</p>   |
| <b>Accountability to the Board</b> | <p>The Integrated Transportation &amp; Transit Systems Working Group allows for information sharing, and is not a decision making body. It has no authority to direct management or commit the Board.</p> <p>The Terms of Reference are to be approved by Board before they are adopted.</p>  |
| <b>Membership</b>                  | <p>Composition of the Integrated Transportation &amp; Transit Systems Working Group will be elected officials from Member Municipalities, as selected by the Municipalities. Consideration should be given to invite provincial participation.</p> <p>Alternates for each municipally, appointed by each member, shall be identified.</p> <p>Membership is flexible and may change as Working Group discussions evolve.</p> <p>The Working Group will select its Chair and Vice Chair.</p> <p>Working Group members are appointed for the duration of the term.</p> <p>Term limits for the Chair, Vice Chair shall be one year so as allow rotation of the Chair and Vice-Chair position through the Working Group.</p> |



## Integrated Transportation & Transit Systems Working Group Terms of Reference

|                               |   |
|-------------------------------|---|
| <b>Quorum</b>                 | As this is not a decision making body, there is no Quorum.  |
| <b>Subject Matter Experts</b> | At its discretion, the Working Group may to choose to invite subject matter experts to a meeting for discussion or presentation.                            |
| <b>Voting</b>                 | The Integrated Transportation & Transit Systems Working Group is not a decision making body. It is a discussion and information-sharing forum only.         |
| <b>Meetings</b>               | Integrated Transportation & Transit Systems Working Group meetings are casual in nature. Frequency will be determined by the members and subject to change. |



# COUNCIL REQUEST FOR DECISION

**MEETING DATE:** June 25, 2018

**SUBMITTED BY:** Rachel Yeung, Manager, Community Development

**PREPARED BY:** Same as above

**REPORT TITLE:** Trail Naming – Veterans Way

## REPORT SUMMARY

Administration has received, from the City of Leduc's Parks, Recreation and Culture Advisory Board, a recommendation for the naming of the multiway located in Fred Johns Park.

## RECOMMENDATION

That Council approve the recommendation made by the Parks, Recreation and Culture Advisory Board to name the multiway located in the Fred Johns Park, "Veterans Way".

## BACKGROUND

### KEY ISSUE(S) / CONTEXT:

As per the City of Leduc's Naming Policy, the Parks, Recreation and Culture Advisory (PRC) Board shall provide recommendations for parks, water bodies or municipal facilities when a name is required. The PRC established a naming subcommittee to review names from the reserve list and provided these proposed names for the PRC's consideration.

Multiways are not identified in the existing Naming Policy, however, administration proposed the requested name forward to the PRC Board for review and recommendation as it falls within parks:

- The multiway located within Fred Johns Park to be named "Veterans Way". The existing Veterans Way which will be removed is currently located near the previous Royal Canadian Legion Leduc Branch 108 (Legion). When they sold the building and relocated to a new building, the Legion approached the City for a new location to be recognized as Veterans Way. Veterans Way will recognize all those that have served, which includes serving military and RCMP members and their families. In addition, the City relocated the Legion Plane and added in a set of flags in 2017/2018 to Fred Johns Park which would be complimentary to the proposed Veterans Way.

At their April 17, 2018, regular board meeting, the PRC recommended that Council approve the recommendations made for the naming of the multiway located in Fred Johns Park.

### LEGISLATION AND/OR POLICY:

In the City of Leduc's Naming Policy under Process and Responsibilities it indicates that:

Policy: A. Special Authorities

B) Names Reserve List

- 1) The naming of roadways, neighborhoods, parks, water bodies and municipal facilities shall be done in consideration of, but not limited to, the following criteria:
  - a) Names of noteworthy persons that are deceased,

- e) Former Aldermen no sooner than one year after leaving office, subject to the person complying with the criteria found in this section. The naming shall have regard to their achievements or areas of interest during his or her term of office.

Process: A. Responsibilities:

## 2. City of Leduc, Department of Community and Development Service Planning

- a) Shall Notify the Parks, Recreation and Culture Board when a park, water body or municipal facility name is required and shall provide its recommendation for consideration where appropriate.
- b) Shall receive all applications from City of Leduc Boards and Committees, Civic Departments and City Council for the naming and renaming of parks, water bodies and municipal facilities and shall forward these applications on to the Parks, Recreation and Cultural Board for review.
- c) Shall prepare any reports and provide any information necessary for the Parks, Recreation and Culture Board to follow through with its mandate.
- d) Shall notify and elicit comments from all affected parties of any applications that administration chooses to proceed with for naming or renaming parks, water bodies and municipal facilities and of the decision thereto of the naming committee, Parks Recreation and Cultural Board, and/or City Council.
- e) Shall elicit names to be added to the Names Reserve List when appropriate.

### CITY OF LEDUC PLANS:

Parks, Open Spaces and Trails Master Plan

## IMPLICATIONS OF RECOMMENDATION

### ORGANIZATIONAL:

There are no organizational implications.

### POLICY:

There are no policy implications.

### IMPLEMENTATION / COMMUNICATIONS:

Administration would install park signage to recognize the new name of the multiway.

### ALTERNATIVES:

That Council requests additional name(s) be brought forward for consideration.

### ATTACHMENTS:

2018 Multiway Trail Veterans Way

Others Who Have Reviewed this Report

P. Benedetto, City Manager / D. Melvie, General Manager, Community & Protective Services / M. Pieters, General Manager, Infrastructure & Planning





#### Legend

- Proposed Multiway Trail - Veterans Way
- Fred Johns Park

1:3,800  
Coordinate System: NAD 1983 3TM 114

**CITY OF**  
**Leduc**

Created: May 24, 2018  
Disclaimer: The City of Leduc is not responsible  
for any errors or omissions.

**Multiway Trail  
Veterans Way**

A City of Leduc GIS Product May 2018



# COUNCIL REQUEST FOR DECISION

**MEETING DATE:** June 25, 2018

**SUBMITTED BY:** Jennifer Cannon, Director, Finance; Bruce Knisley, Director Facility and Property Services

**PREPARED BY:** Gino Damo, Manager, Revenue Services

**REPORT TITLE:** Bylaw No. 993-2018 – Protective Services Building Expansion Debenture Bylaw 1<sup>st</sup> Reading

## REPORT SUMMARY

To facilitate the continued growth of the community and subsequent growth of policing resources, the City of Leduc is proposing to take out a debenture to fund the expansion of the Protective Services Building.

## RECOMMENDATION

That Bylaw 993-2018 for the debenture of funds for the expansion of the Protective Services Building receive first reading.

## BACKGROUND

### KEY ISSUE(S) / CONTEXT:

The continued growth of the community and subsequent growth of policing resources to serve the City of Leduc has impacted the operating environment of the existing RCMP facility within the Protective Services Building. The current facility lacks the adequate space needed and a longer term solution is needed immediately to address these concerns. Various options were reviewed with costs, life span and return on investment being factors. A working committee evaluated a number of options with respect to possible solutions to meeting the space requirement of the policing services in the City. The proposed expansion of the current Protective Services Building along with a renovation of the space in the building currently utilized by the policing services will position the City well in meeting the law enforcement facility needs for the next 20 years and beyond. The renovations / expansion details are:

| Renovation   | Sq. M.       |
|--|--------------|
| Current Space  | 1,400        |
| Additional need for occupancy plus 5 years             | 1,157        |
| Additional overbuild to allow for 20 to 30 year of use | 800          |
| <b>Total</b>   | <b>3,357</b> |

During the 2018 budget deliberations, Council approved the implementation of a multi-year strategy to specifically address protective services needs for the City. A 1.32% dedicated three year mill rate strategy (2018-2020) was approved specifically for Protective Services, which included the building expansion funded through a debenture.

## LEGISLATION AND/OR POLICY:

The Municipal Government Act (MGA), R.S.A. 2000, Chapter M-26, S.251, as amended, grants a municipality the authority to enact a bylaw to authorize the borrowing of money for the purpose of financing the construction or improvement of a capital property. Furthermore, Section 606 and 231 of the MGA outline the requirements for advertising and the petition requirements.

## PAST COUNCIL CONSIDERATION:

At the Council meeting of December 4, 2017, the following motion was approved:

The adoption of the 2018 operating budget and the 2018 capital budget.

## CITY OF LEDUC PLANS:

1. 2018-2027 Capital Budget Plan

## IMPLICATIONS OF RECOMMENDATION

### ORGANIZATIONAL:

Indications are showing that interest rates will be increasing and in an effort to capture potential savings Administration would like to make a debenture draw in September. In order to meet the September 2018 deadline a special meeting on July 25, 2018 is needed for 2<sup>nd</sup> and 3<sup>rd</sup> reading of the borrowing bylaw.

### FINANCIAL:

The RCMP expansion – Sub to FSMP project # 087.142 project has an approved budget of \$13,000,000 with approximately \$1,000,000 of that being attributed to design and consulting services. The project was approved in the 2018 Capital budget as follows:

- \$12,600,000 to be funded by debenture.
- \$400,000 to be funded reserve.

The principle and interest payments applicable to the 20 year debenture will be made through the dedicated multi-year mill rate strategy tax levy.



# COUNCIL REQUEST FOR DECISION

As the project will ultimately house provincial resources a percentage of the debenture and borrowing costs will be repaid by the Province of Alberta over the life of the debenture. It is anticipated that approximately 40% of the eligible costs will be repaid over the life of the debenture.

## POLICY:

There are no policy implications.

## LEGAL:

The City of Leduc will enter into a promissory note agreement with the Alberta Capital Finance Authority (ACFA). The City will have to abide to the all the terms and conditions within the agreement.

## IMPLEMENTATION / COMMUNICATIONS:

1. After first reading of the bylaw the municipality must publish a notice of the proposed bylaw based on estimated or tendered costs in at least one newspaper circulating within the limits of the municipality once a week for two consecutive weeks (once in each period of seven days commencing with the date of the first publication and not once in each of two successive calendar weeks - Section 606 of the Municipal Government Act). If tendered costs are more than 15% higher than advertised costs, re-advertising may be required.
2. The electors may, within 15 days from the date of the last publication of the notice, petition Council for a vote on the money bylaw (Refer to Section 223 of the Municipal Government Act regarding the percentage of electors that must sign the petition).
3. If a valid petition is presented to Council within the specified time period, Council may abandon the project or, if it decides to proceed with the bylaw, shall first submit the bylaw to a vote of the electors, and if assented to by the vote, may proceed.
4. If no petition for a vote is presented, the municipality may pass the borrowing bylaw.

## ALTERNATIVES:

N/A

## ATTACHMENTS:

- Bylaw-993-2018

## Others Who Have Reviewed this Report

P. Benedetto, City Manager / B. Loewen, City Solicitor / J. Cannon, Acting General Manager, Corporate Services / D. Melvie, General Manager, Community & Protective Services / M. Pieters, General Manager, Infrastructure & Planning / J. Cannon, Director, Finance

## Bylaw No. 993-2018

PAGE 1

APPROVED  
As to Form  
B. L.

City Solicitor

### A BYLAW OF THE CITY OF LEDUC IN THE PROVINCE OF ALBERTA, TO BORROW MONEY TO FINANCE THE EXPANSION OF THE PROTECTIVE SERVICES BUILDING.

The *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended, grants a municipality the authority to enact a bylaw to authorize the borrowing of money for the purpose of financing the improvement of a capital property.

**AND**, in accordance with the Act, the City deems it necessary to undertake the expansion of the protective services building.

**AND** based on specifications and design, the estimated total cost of the project is \$12,600,000.00 (Twelve Million Six Hundred Thousand Dollars).

**AND** the Council has estimated the following grants and contributions will be received or applied to the project:

|                      |                        |
|----------------------|------------------------|
| 1. <u>Debentures</u> | <u>\$12,600,000.00</u> |
| TOTAL COST           | \$12,600,000.00        |

**AND** in order to construct and complete the said project, it will be necessary for the City of Leduc to borrow up to the sum of \$12,600,000.00 (the "indebtedness") on the terms and conditions referred to in this Bylaw.

**AND** the City of Leduc shall repay the indebtedness according to the repayment structure in effect, namely semi-annual payments of combined principal and interest installments not to exceed twenty (20) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority, or other financial institution, on the date of borrowing, and not to exceed five (5) percent.

**AND** the amount of the existing debenture debt of the City of Leduc at December 31, 2017 is \$48,548,931 no part of which is in arrears.

**AND** the estimated lifetime of the project is fifty (50) years; and all required approvals for the project have been obtained and the project is in compliance with all acts and regulations of the Province of Alberta.

**THEREFORE**, the Council of the City of Leduc in the Province of Alberta duly assembled, hereby enacts as follows:

### PART I: APPLICATION

1. For the purpose of undertaking and completing expansion of the protective services building, the sum of up to Twelve Million Six Hundred Thousand Dollars (\$12,600,000.00) be borrowed from the Alberta Capital Finance Authority, or other financial institution, by way of debenture on



## Bylaw No. 993-2018

PAGE 2

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the credit and security of the City of Leduc at large, of which amount the sum of up to \$12,600,000.00 is to be paid by the City of Leduc at large.

2. The debentures to be issued under this bylaw shall be up to the sum of Twelve Million Six Hundred Thousand Dollars (\$12,600,000.00), and may be in any denomination not exceeding the amount authorized by this bylaw and shall be dated having regard to the date of the borrowing.
3. The debentures shall bear interest during the currency of the debentures, at the interest rate fixed from time to time by the Alberta Capital Finance Authority, or other financial institution at a rate not exceeding five per cent (5%) per annum, payable semi-annually.
4. The debentures shall be issued in such manner that the principal and interest will be combined and be made payable in, as nearly as possible, equal semi-annual installments over a period of up to twenty (20) years, in accordance with the schedule attached and forming a part of each debenture.
5. The debentures shall be payable in lawful money of Canada at the Bank of Montreal in the City of Leduc or at such other bank or financial institution as Council may authorize as its banking agency during the currency of the debenture.
6. The Mayor and a Designated Officer of the City of Leduc shall authorize such bank or financial institution to make payments to the holder of the debentures, on such date and in such amounts as specified in the repayment schedule forming part of each debenture.
7. The debentures shall be signed by the Mayor and a Designated Officer of the City of Leduc and the corporate seal of the City of Leduc shall be affixed to the debentures.
8. There shall be levied and raised in each year of the currency of the debentures a rate or rates on the assessed value of all lands and improvements shown on the assessment roll, sufficient to provide an annual tax adequate to pay the principal and interest falling due in such year on such debentures. The said rates and taxes are collectible at the same time and in the same manner as other rates and taxes.
9. The indebtedness is contracted on the credit and security of the City of Leduc at large.
10. The net amount realized by the issue and sale of debentures authorized under this bylaw shall be applied only for the purposes of undertaking and completing expansion of the protective services building.

## Bylaw No. 993-2018

PAGE 3

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### PART II: ENACTMENT

11. This Bylaw shall come into force and effect when it receives Third Reading and is duly signed.

READ A FIRST TIME IN COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_\_, AD 2018.

READ A SECOND TIME IN COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_\_, AD 2018.

READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS \_\_\_\_ DAY OF \_\_\_\_\_, AD 2018.

\_\_\_\_\_  
**Bob Young**  
**MAYOR**

\_\_\_\_\_  
**Paul Benedetto**  
**CITY MANAGER**

\_\_\_\_\_  
Date Signed

# **BYLAWS**

Bylaw No. 970-2017 – Amendment 74 to  
Bylaw No. 809-2013 Land Use Bylaw  
(3<sup>rd</sup> Reading)

(Distributed Under Separate Cover)



# COUNCIL REQUEST FOR DECISION



**MEETING DATE:** June 11<sup>th</sup>, 2018

**SUBMITTED BY:** Ken Woitt, Director, Planning & Development

**PREPARED BY:** Sylvain Losier, Manager, Current Planning and Development

**REPORT TITLE:** Bylaw 971-2017 – Amendment to the Business Licence Bylaw

## REPORT SUMMARY

This report contains Administration's recommendation towards the next steps with proposed Bylaw 971-2017.

## RECOMMENDATION

1. That council gives Bylaw 971-2017 third reading.

## BACKGROUND

### KEY ISSUE(S) / CONTEXT:

At the May 14, 2018 Council meeting, a Public Hearing was held under the Municipal Government Act for the purpose of allowing interested parties to communicate their thoughts and views on the proposed bylaw. At the Public Hearing, nobody stepped forward to make any comments. In anticipation of the Public hearing, Alberta health Services (AHS) submitted a letter with a few points in regards to the proposed Business Licence Bylaw. These included:

At the May 14, 2018 Council meeting, a Public Hearing was held under the Municipal Government Act (MGA) for the purpose of allowing interested parties to communicate their thoughts and views on the proposed bylaw. Following the Public Hearing, Council granted 2<sup>nd</sup> reading to the proposed bylaw and directed Administration to gather additional information to be presented at the June 11, 2018 Committee of the Whole. The required information related to the proposed bylaw were:

- Provide a table depicting what other municipalities are doing from a business licensing perspective in relation to cannabis legalization for:
  - Fees for licenses; and
  - Hours of operation for the Retail Store (Cannabis).

The required information was provided to Committee of the Whole (Report 2018-CoW-044).

### LEGISLATION AND/OR POLICY:

1. Municipal Government Act, RSA 2000, Chapter M-26, as amended
  - S. 7 A council may pass bylaws for municipal purposes respecting the following matters:
    - (a) the safety, health and welfare of people and the protection of people and property; and
    - (e) businesses, business activities and persons engaged in business;...
  - Business License Bylaw 767-2011, as amended

## PAST COUNCIL CONSIDERATION:

The upcoming legalization of cannabis has been previously discussed at various Committee of the Whole and Council meetings (June 26 and December 4, 2017; March 12, March 19, 2018). Bylaw 970-2017 received 1<sup>st</sup> reading on Monday, April 23, 2018. The Public Hearing was held on May 14, 2018 in accordance with the MGA, and 2<sup>nd</sup> reading was granted on Monday, May 28, 2018.

## CITY OF LEDUC PLANS:

Bylaw 971-2017 is consistent with the City's Municipal Development Plan, as amended.

## IMPLICATIONS OF RECOMMENDATION

### ORGANIZATIONAL:

Should Council agree with the recommendation, Administration will coordinate to ensure there is efficient communication with the community and the interested parties.

### POLICY:

There are no policy implications.

### LEGAL:

If the recommendation is accepted the prohibition on selling prohibited items together in one location will be removed. This will impact future cannabis retailers after cannabis legalization but will also remove operational restrictions from existing businesses.

### IMPLEMENTATION / COMMUNICATIONS:

Pending Council's decision, Administration will communicate the outcome using various platforms.

### ALTERNATIVES:

1. That Council decides to make minor changes to the proposed bylaw and direct staff to prepare the amendment to the bylaw and come back at the June 25, meeting for 3<sup>rd</sup> reading.
2. That Council defeats Bylaw 971-2017.

### ATTACHMENTS:

1. Bylaw 971-2017

### Others Who Have Reviewed this Report

I. Sasyniuk, Acting City Manager / B. Loewen, City Solicitor / M. Pieters, General Manager, Infrastructure & Planning



## Bylaw No. 971-2017

PAGE 1

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### A BYLAW OF THE CITY OF LEDUC IN THE PROVINCE OF ALBERTA, TO AMEND BYLAW 767-2011 TO LICENSE AND REGULATE BUSINESSES

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**WHEREAS** pursuant to section 7(e) of The *Municipal Government Act*, a council may pass bylaws for municipal purposes respecting businesses, business activities and persons engaged in business;

**AND**, in accordance with the Act, Council finds it desirable to amend Bylaw 767-2011;

**THEREFORE**, the Council of the City of Leduc in the Province of Alberta duly assembled, hereby enacts as follows:

That Bylaw 767-2011 shall be amended as follows:

1. Section 2 (1)(k) shall be deleted in its entirety and replaced with the following:

(k) "Fees Bylaw" means the current City of Leduc Fees Bylaw;

2. Section 2 (1)(m) shall be deleted in its entirety and replaced with the following:

(m) "Land Use Bylaw" means The City of Leduc Land Use Bylaw No. 809-2013;

3. The phrase "and Charges" shall be struck from sections 2(1)(o), 5(4), 5(6), 5(7) and 12(1).
4. Section 3(5)(a) shall be deleted in its entirety.
5. This Bylaw shall come into force and effect when it receives Third Reading and is duly signed.

READ A FIRST TIME IN COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_\_, AD 2018.

READ A SECOND TIME IN COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_\_ AD 2018.

READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS \_\_\_\_ DAY OF \_\_\_\_\_, AD 2018.

**APPROVED**  
*As to Form*

B. L.

*City Solicitor*

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
**Bob Young**  
**MAYOR**

\_\_\_\_\_  
**Sandra Davis**  
**CITY CLERK**

# **BYLAWS**

Bylaw No. 981-2018 - Amendment to the  
Community Standards Bylaw No. 711-2008  
(2nd & 3rd Readings)

(Distributed Under Separate Cover)

# COUNCIL REQUEST FOR DECISION

**MEETING DATE:** June 25, 2018

**SUBMITTED BY:** Ken Woitt, Director, Planning & Development

**PREPARED BY:** April Renneberg, Current Planner II

**REPORT TITLE:** Bylaw 983-2018 (Redistricting West Haven Stage 10)

## REPORT SUMMARY

Bylaw 983-2018 will amend Bylaw 809-2013, Section 27.0 – Land Use Map, by redistricting part of the NE ¼ Section 28-49-25-W4 from UR – Urban Reserve to RNL – Residential Narrow Lot. The redistricting will allow for continued residential development in the West Haven neighbourhood.

## RECOMMENDATION

1. That Council give Bylaw 983-2018 second reading.
2. That Council give Bylaw 983-2018 third reading.

## BACKGROUND

### KEY ISSUE(S) / CONTEXT:

The RNL land use district is intended to accommodate residential dwellings on narrower lots, providing an opportunity for more efficient use of land and a more compact urban form.

West Haven Stage 10 proposes to redistrict an area of undeveloped land within the NE ¼ Section 28-49-25-W4 to facilitate the subdivision of 22 lots for duplex dwellings with front attached garages, and 20 lots for single detached dwellings with lane access. The City's Subdivision Authority has given conditional approval to the subdivision application. The redistricting of these lots by City Council to the RNL land use district under Land Use Bylaw 809-2013 is a condition of subdivision, as is the successful negotiation by administration of a development agreement between the City and the developer of the lands. Until these and all other conditions of the subdivision are met, the subdivision will not be endorsed by administration nor registered at Land Titles.

### LEGISLATION AND/OR POLICY:

1. Municipal Government Act, RSA 2000, Chapter M-26, as amended
  - S. 640(2)(a) requires a municipality be divided into land use districts.
  - S. 606 and S. 692 govern the requirements for advertising a bylaw. More specifically, S. 692(4) outlines those additional advertising requirements for a bylaw changing the land use district designation of a parcel of land.
2. Land Use Bylaw 809-2013, as amended

### PAST COUNCIL CONSIDERATION:

Bylaw 983-2018 was given first reading by Council at its regular meeting held June 11, 2018.

### CITY OF LEDUC PLANS:

Bylaw 983-2018 is consistent with the City's Municipal Development Plan, as amended, and the West Haven Estates Area Structure Plan, as amended. The redistricting is also in keeping with the City's 2009 Neighbourhood Design Guidelines



which encourage a mix of housing types, sizes and affordability, along with proximity to open park space and neighbourhood walkability.

## IMPLICATIONS OF RECOMMENDATION

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### ORGANIZATIONAL:

There are no organizational implications.

### POLICY:

There are no policy implications.

### IMPLEMENTATION / COMMUNICATIONS:

The public hearing was held earlier at this meeting of Council. The hearing was advertised in June 8 and 15, 2018 issues of 'The Representative' and notices were mailed to property owners within 61.0 m of the subject area. At the time of submission of this report, no comments from the public were received.

### ALTERNATIVES:

1. That Council amend Bylaw 983-2018.
2. That Council defeat Bylaw 983-2018.

### ATTACHMENTS:

1. Bylaw 983-2018
2. Key Plan
3. Redistricting Plan
4. Subdivision Plan

Others Who Have Reviewed this Report

P. Benedetto, City Manager / B. Loewen, City Solicitor / M. Pieters, General Manager, Infrastructure & Planning

## Bylaw No. 983-2018

Page 1

### AMENDMENT #77 - TO BYLAW NO. 809-2013, THE LAND USE BYLAW

The *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended (the "Act") grants a municipality the authority to pass a Land Use Bylaw;

- AND:** in accordance with the Act, the City of Leduc passed Land Use Bylaw No. 809-2013 to regulate and control the use and development of land and buildings in the City of Leduc, and the Council has deemed it expedient and necessary to amend Bylaw No. 809-2013;
- AND:** notice of intention to pass this bylaw has been given and a public hearing has been held in accordance with the Act;
- THEREFORE:** the Council of the City of Leduc in the Province of Alberta duly assembled hereby enacts as follows:

#### PART I: APPLICATION

1. **THAT:** Bylaw No. 809-2013, the Land Use Bylaw, is amended by this Bylaw.
2. **THAT:** the Land Use Map, attached to and being part of the Land Use Bylaw of the City of Leduc, be amended by reclassifying:

Part of the NE ¼ Section 28-49-25-W4  
(consisting of 1.80 ha more or less)

From: UR – Urban Reserve  
To: RNL – Residential Narrow Lot

as shown in Schedule A, attached hereto and forming part of this bylaw.

#### PART II: ENACTMENT

This Bylaw shall come into force and effect when it receives Third Reading and is duly signed.

READ A FIRST TIME IN COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2018.

READ A SECOND TIME IN COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2018.

READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2018.



\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Robert Young  
MAYOR

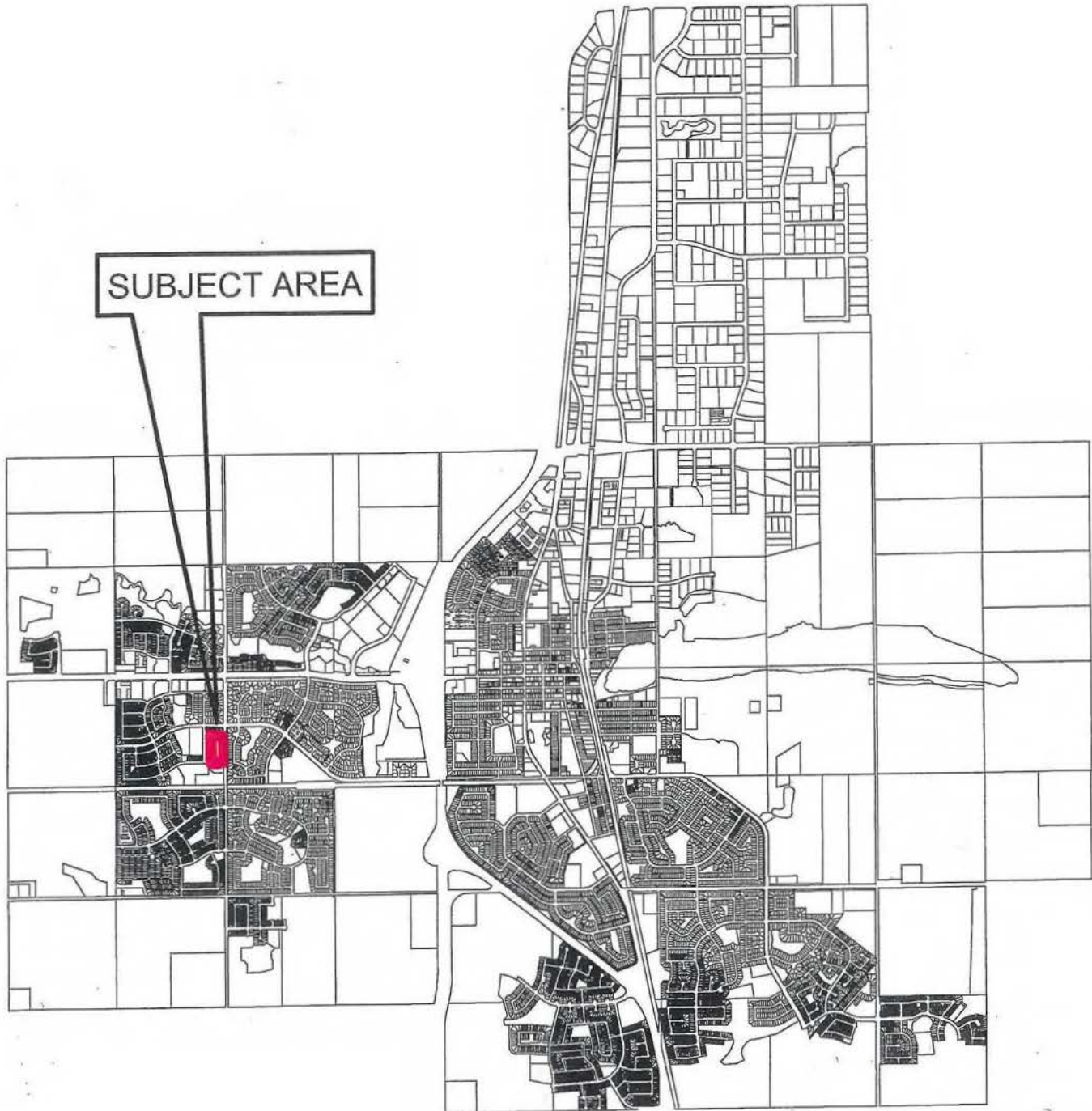
\_\_\_\_\_  
Sandra Davis  
CITY CLERK



FROM: UR - URBAN RESERVE  
TO: RNL - RESIDENTIAL NARROW LOT

# KEY PLAN

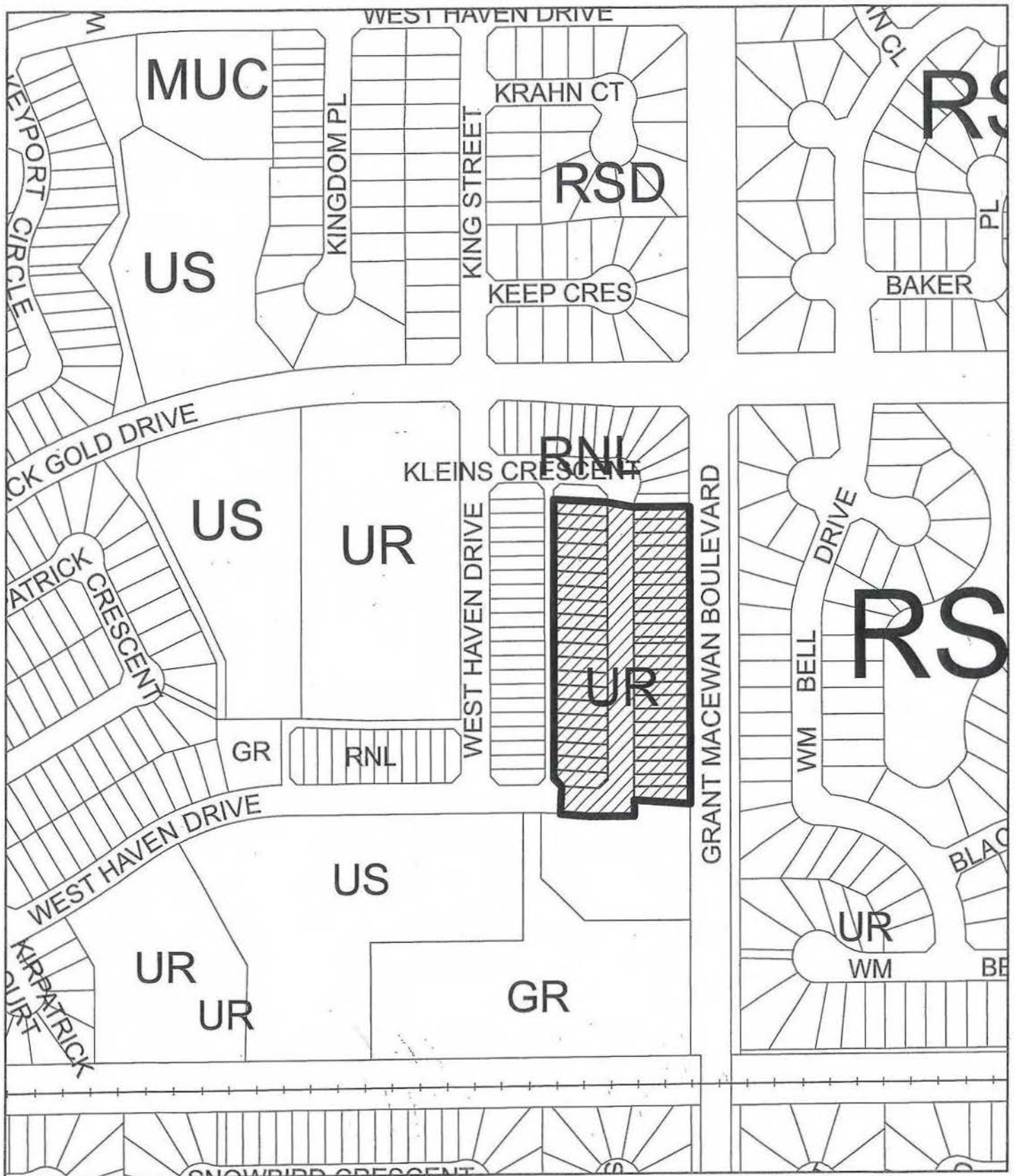
ATTACHMENT 2





# REDISTRICTING PLAN

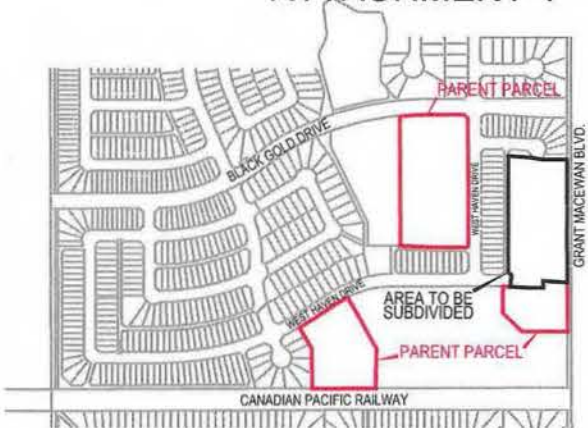
ATTACHMENT 3



FROM: UR - URBAN RESERVE  
TO: RNL - RESIDENTIAL NARROW LOT







CONTEXT PLAN

|                  |          |
|------------------|----------|
| LAND USE SUMMARY |          |
| GROSS HECTARES*  | 64.70 ha |
| 4;25;49;28;NE    | 64.70 ha |

|                               |          |
|-------------------------------|----------|
| EXCEPTING THEREOUT TOTAL      | 58.98 ha |
| EXCEPTING THEREOUT (ON TITLE) | 58.98 ha |

|              |          |
|--------------|----------|
| PLAN 3692J   | 0.81 ha  |
| PLAN 281JY   | 0.81 ha  |
| PLAN 0221755 | 13.60 ha |
| PLAN 0624852 | 5.36 ha  |
| PLAN 0722771 | 5.66 ha  |
| PLAN 0728091 | 8.76 ha  |
| PLAN 1125300 | 5.26 ha  |
| PLAN 1224557 | 4.02 ha  |
| PLAN 1323695 | 1.56 ha  |
| PLAN 1324947 | 2.77 ha  |
| PLAN 1423392 | 5.25 ha  |
| PLAN 1424529 | 2.15 ha  |
| PLAN 1525155 | 0.87 ha  |
| PLAN 1721877 | 0.40 ha  |
| PLAN 1722909 | 1.70 ha  |

|                        |         |
|------------------------|---------|
| GROSS DEVELOPABLE AREA | 5.72 ha |
| PROPOSED APPLICATION   | 1.80 ha |

|                                  |         |
|----------------------------------|---------|
| RESIDENTIAL                      | 1.38 ha |
| 42 (RNL) RESIDENTIAL NARROW LOTS | 1.38 ha |

|             |         |
|-------------|---------|
| CIRCULATION | 0.42 ha |
| LOCAL ROADS | 0.42 ha |

|          |         |
|----------|---------|
| REMNAINT | 3.92 ha |
|----------|---------|

\* FROM TITLE SEARCHES DATED MARCH 14, 2018  
ALL AREAS AND DIMENSIONS HAVE BEEN ROUNDED;  
LOT INFORMATION IS PRELIMINARY AND SUBJECT TO  
CHANGE, AND SHOULD BE CONFIRMED WITH A REGISTERED PLAN.

|     |             |  |    |        |
|-----|-------------|--|----|--------|
| 6   | -           | -  | -  | -      |
| 5   | -           | -  | -  | -      |
| 4   | -           | -  | -  | -      |
| 3   | -           | -  | -  | -      |
| 2   | -           | -  | -  | -      |
| 1   | 15 MAR 2018 | SUBDIVISION SUBMITTED TO THE CITY OF LEDUC | JJ | MM     |
| NO. | DATE        | DESCRIPTION                                | BY | APPROV |

WEST HAVEN DRIVE

GRANT MACEWAN BLVD.

KLEINS CRESCENT

6m LANE

6m LANE

18.00

18.00

SCHOOL SITE  
4.24 ha



IBI GROUP PROFESSIONAL  
SERVICES (CANADA) INC  
300 – 10830 Jasper Avenue  
Edmonton AB T5J 2B3 Canada  
tel 780 428 4000 fax 780 426 3256  
ibigroup.com

CITY OF LEDUC

Proposed Subdivision Application 4;25;49;28;NE

West Haven - Stage 10

DATE: May 16, 2018  
DESIGNED BY: JJ  
DRAWN BY: JJ  
CHECKED BY: MM  
SCALE: 1:1000  
JOB NUMBER: 105526





**MEETING DATE:** June 25<sup>th</sup>, 2018

**SUBMITTED BY:** Ken Woitt, Director, Planning & Development

**PREPARED BY:** Sylvain Losier, Manager, Current Planning and Development

**REPORT TITLE:** Bylaw 992-2018 – Amendment 83 to Bylaw 809-2013, the Land Use Bylaw

## REPORT SUMMARY

Bylaw 992-2018 is proposing to amend Section 17.0, Establishment of Direct Control Districts, in order to add bylaw 992-2018 to Table 41 and create The Linsford Gardens Housing Project as Direct Control (DC) 24.

## RECOMMENDATION

That Council gives Bylaw 992-2018 first reading.

## BACKGROUND

### KEY ISSUE(S) / CONTEXT:

The Leduc Regional Housing Foundation (LRHF) has completed the planning for the redevelopment of the Linsford project. The new project, referred to as the Linsford Gardens Housing Project, is proposing to create 64 dwelling units distributed over 5 buildings. These dwelling units will be located both north and south of the future relocated municipal park as depicted in Schedule B of the proposed bylaw.

In order to accommodate this project, the LRHF project proposes a creative solution; a land exchange between the City of Leduc and the Alberta Social Housing Corporation as well as the redistricting of Plan 1410MC, Block 37, Lot B, C, and D to the Direct Control District (DC). These parcels of land are currently under the General Recreation (GR) district and Mixed-Use Neighbourhood (MUN) district. This redistricting would allow for the redevelopment of the site while achieving the objectives that were set by the LRHF and presented to Committee of the Whole at the May 14, 2018 meeting. These objectives are:

- Replace 42 units, + 22 new (Total of 64 dwelling units)
- Modest size & design
- Safe, Comfortable, Affordable
- Cost effective
- Energy efficient
- Positive Streetscape
- Preserve trees
- Community Park access
- Visibility through street and park
- Minimize lane congestion
- Street oriented units
- No tenant displacement
- Neighborhood friendly

### LEGISLATION AND/OR POLICY:

1. Municipal Government Act, RSA 2000, Chapter M-26, as amended
  - S. 640(2)(a) requires a municipality be divided into land use districts.
  - S. 606 and S. 692 govern the requirements for advertising a bylaw.
2. Land Use Bylaw 809-2013, as amended.

## PAST COUNCIL CONSIDERATION:

The Linsford Gardens Housing project has been discussed at Committee of the Whole on June 26 and December 11, 2017 and most recently on May 14, 2018, as well as the May 28<sup>th</sup>, 2018 Council meeting. Bylaw 992-2018 is presented to Council for the first time.

## CITY OF LEDUC PLANS:

Bylaw 989-2018 is consistent with the City's Municipal Development Plan, as amended.

City of Leduc Strategic Plan. The proposed amendment would support the following Goals from the Strategic Plan:

### Community Character

Our streets, open spaces, parks and buildings reflect our heritage, values and lifestyle. We expect excellence in design that facilitates vibrant, diverse and active community spaces and neighbourhoods.

### Community Wellness

We ensure quality opportunities to participate in all aspects of our community and foster a sense of belonging.

We support a safe, healthy, active and caring community.

## IMPLICATIONS OF RECOMMENDATION

### ORGANIZATIONAL:

There are no organizational changes required.

### POLICY:

There are no policy implications.

### LEGAL:

First reading provides status to the bylaw and will enable the City of Leduc to proceed to the Public Hearing. Until the Land Use Bylaw is amended, the Linsford Gardens Housing Project cannot be initiated in its proposed layout. Furthermore, both the City and the Province are currently negotiating a draft agreement that would govern the land exchange between the parties if this bylaw is given third reading.

### IMPLEMENTATION / COMMUNICATIONS:

The public hearing will need to be advertised in the June 22<sup>nd</sup> and June 29<sup>th</sup>, 2018 issues of 'The Representative' and notification will also be made available on the City of Leduc website.

### ALTERNATIVES:

1. That Council defeat the proposed bylaw and direct the Leduc Regional Housing Foundation to explore a different layout.

### ATTACHMENTS:

1. Bylaw 992-2018

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Others Who Have Reviewed this Report

P. Benedetto, City Manager / B. Loewen, City Solicitor / M. Pieters, General Manager, Infrastructure & Planning



**AMENDMENT #83 - TO BYLAW NO. 809-2013, THE LAND USE BYLAW**

The *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended (the "Act") grants a municipality the authority to pass a Land Use Bylaw;

**AND:** in accordance with the Act, the City of Leduc passed Land Use Bylaw No. 809-2013 to regulate and control the use and development of land and buildings in the City of Leduc, and the Council has deemed it expedient and necessary to amend Bylaw No. 809-2013;

**AND:** notice of intention to pass this bylaw has been given and a public hearing has been held in accordance with the Act;

**THEREFORE:** the Council of the City of Leduc in the Province of Alberta duly assembled hereby enacts as follows:

**PART I: APPLICATION**

1. **THAT:** Bylaw No. 809-2013, the Land Use Bylaw, is amended by this Bylaw.
2. **THAT:** the Land Use Map, attached to and being part of the Land Use Bylaw of the City of Leduc, be amended by reclassifying:

Plan 1410MC, Block 37, Lots B, C, and D  
(Consisting of 1.81 ha more or less)

From: GR – General Recreation  
MUN- Mixed Use Neighbourhood

To: DC(24) – Direct Control – Distinctive Design

as shown in Schedule "A", attached hereto and forming part of this bylaw.

3. **THAT:** Table 41 of the Land Use Bylaw be amended by adding the following:

|          |  |  |                                  |        |
|----------|--|--|----------------------------------|--------|
| 992-2018 |  | Plan 1410MC, Block 37, Lots B, C and D (Linsford Park) | Linsford Gardens Housing Project | DC(24) |
|----------|--|--|----------------------------------|--------|

4. **THAT:** Appendix 1 of the Land Use Bylaw be amended by adding the following DC(24) Development Regulations:

**DC(24) Development Regulations****1.0 General Purpose of District**

To establish a site specific development control district to provide for up to a total of 64 dwelling units to be located within multifamily buildings located on both sides of a public park in order to create the affordable housing community of Linsford Gardens.

**2.0 Area of Application**

The DC District shall apply to Lot, B, C and D, Block 37, Plan 1410MC, as shown on Schedule "A" attached to and forming part of the regulations of this Bylaw. Prior to development, the three (3) lots must be consolidated; this bylaw will apply to the newly consolidated lot.

**APPROVED**  
*As to Form*  
B.L.

*City Solicitor*

Schedule "B" attached and forming part of this Bylaw is for illustrative purposes only. If there is an inconsistency between Schedule "B" and section 4 or 5 of this Bylaw, Schedule B is of no force and effect to the extent of the inconsistency.

### **3.0 Uses**

#### Permitted Uses

- a) Accessory Development
- b) Dwelling Apartment (1-4 Storeys)
- c) Identification sign
- d) Park
- e) Radio Communication Facility
- f) Radio Communication Facility (Limited)
- g) Used similar to the permitted uses listed above

### **4.0 Development Criteria**

- a) SITE AREA MINIMUM – 748.0 m<sup>2</sup>
- b) SITE WIDTH MINIMUM – 22.0 m (27.0 Corner site)
- c) SITE DEPTH MINIMUM – 34.0 m
- d) FRONT YARD MINIMUM SETBACK ABUTTING 53 STREET – 6.0 m
- e) FRONT YARD MINIMUM SETBACK ABUTTING 45 AVENUE – 6.0 m
- f) MINIMUM SETBACK FROM PROPERTY BOUNDARY ABUTTING EAST LANE – 2.0 m
- g) MINIMUM SETBACK FROM PROPERTY BOUNDARY ABUTTING SOUTH LANE – 5.0 m
- h) MINIMUM SETBACK WHERE PROPERTY BOUNDARY IS ABUTTING A PARK – 6.0 m
- i) For section 3 a) through h) there shall be no maximum setback requirements
- j) PROJECTIONS – For Linsford Garden, projections for Verandas, Balconies, Porches, eaves, bay or oval windows, and chimneys are permitted to extend 1.2 m into the front, rear, and side yards associated with sections 4.0 d), e), g), and h), but not within the yard associated with section 4.0 f), and will be subject to:
  - i. the length of the Projection being a maximum of 3.6 m; and
  - ii. the total length of all Projections not exceeding 50% of the wall length.
- k) CORNER PARCEL - Sight line regulations Section 20.7 Corner Lot and Sight Triangle Provisions
- l) BUILDING HEIGHT MAXIMUM - Two (2) storeys
- m) SITE COVERAGE – maximum total site coverage shall not exceed 35%
- n) DWELLING DENSITY MAXIMUM – 64 dwelling units
- o) Parking is to be provided as follow:
  - i. A minimum of 81 onsite Parking Spaces will be required to service Linsford Gardens from which 64 will be for residents, 13 for visitors, and 4 designated for persons with physical disabilities. Onsite parking shall be identified for their respective purpose.
  - ii. The northern Parking Lot is to be accessed from 45 Avenue and the southern Parking Lot is to be accessed from the Lane south of lot D. The lane shall be widened between 53 Street and the west entrance of the Parking Lot in order to have a minimum of 7 meters (3.5 m per driving lane each way);

### **5.0 General Regulations**

- a) Development in this District shall be evaluated with respect to compliance with the MUN – Mixed Use Neighbourhood land use district and all other provisions of Land Use Bylaw 809-2013 where not specifically overridden by this Direct Control zoning.



b) No variance to the minimum requirements of this Bylaw will be permitted.

## **PART II: ENACTMENT**

This Bylaw shall come into force and effect when it receives Third Reading and is duly signed.

READ A FIRST TIME IN COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2018.

READ A SECOND TIME IN COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2018.

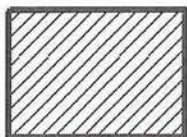
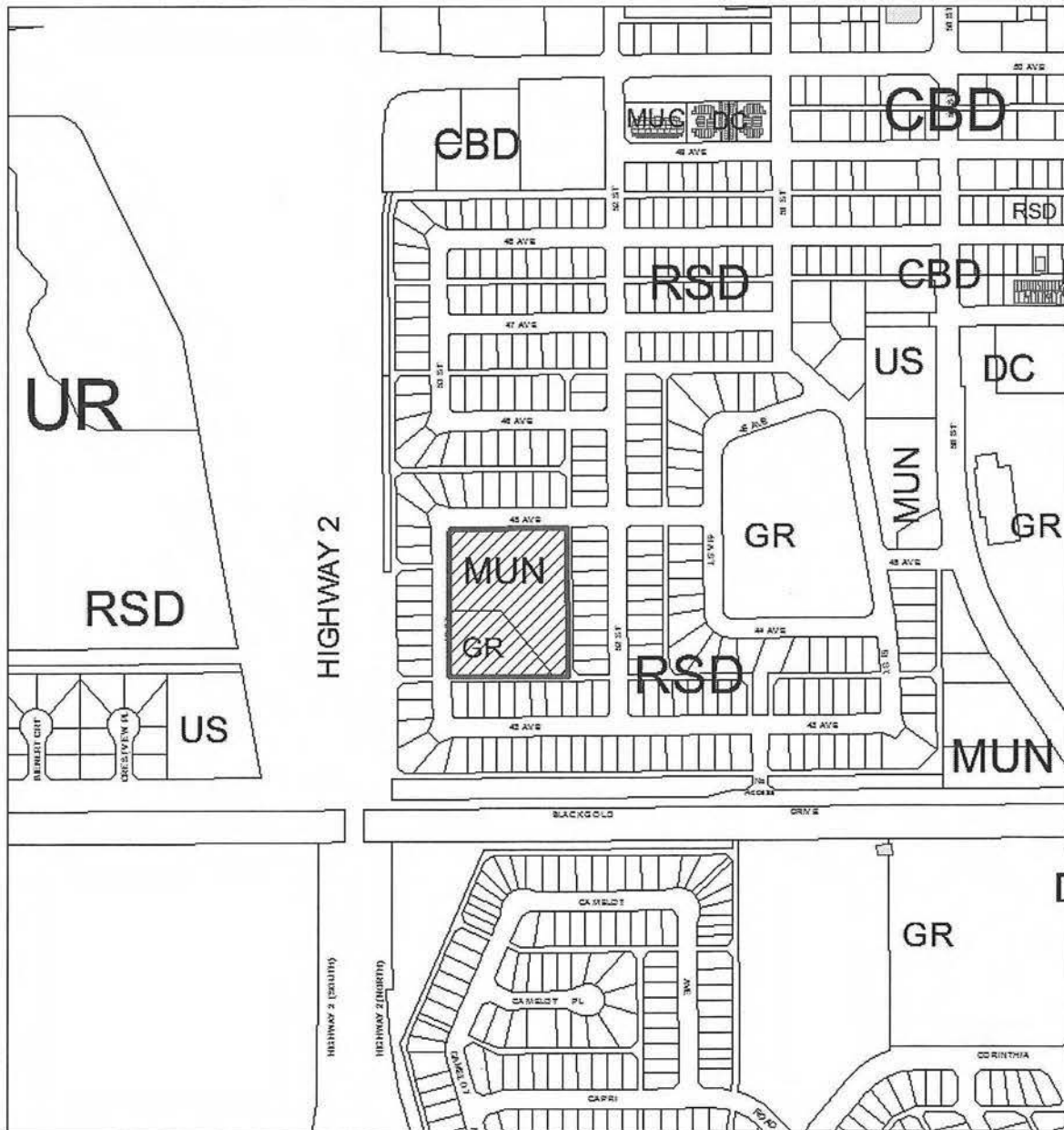
READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2018.

\_\_\_\_\_  
**Robert Young**  
**MAYOR**

\_\_\_\_\_  
**Sandra Davis**  
**CITY CLERK**

\_\_\_\_\_  
Date Signed

Schedule "A"

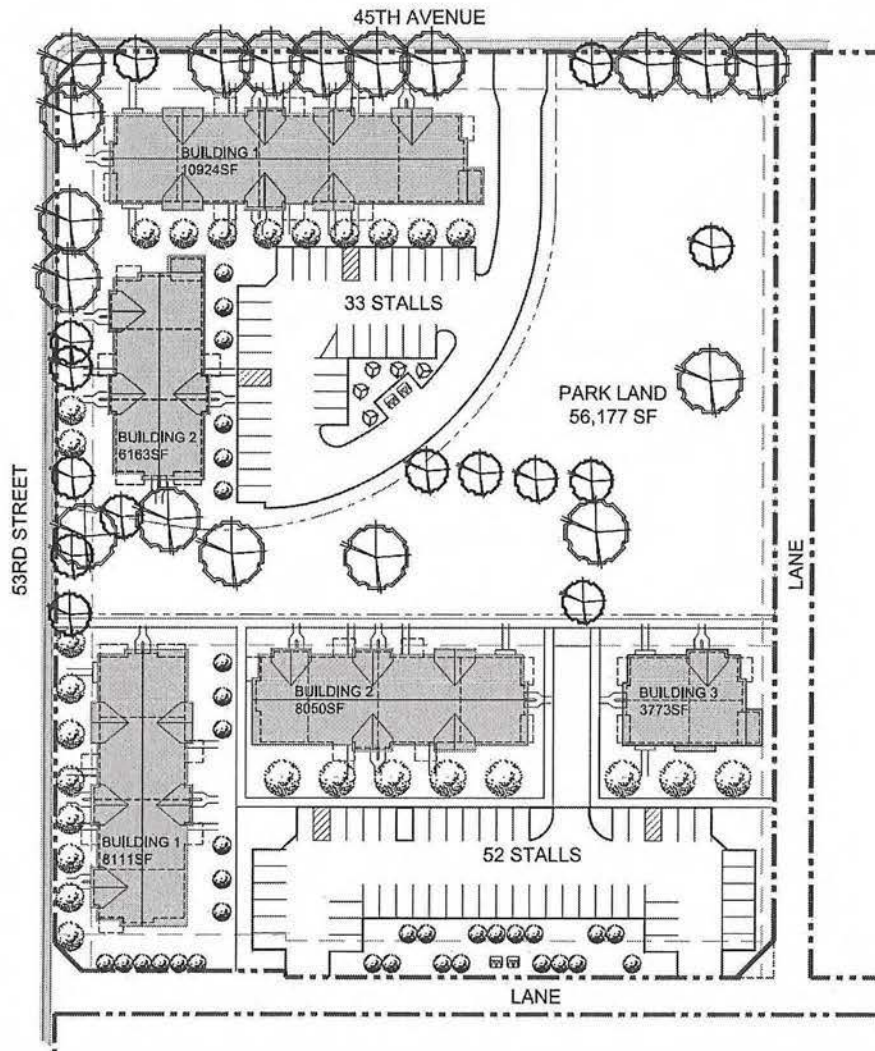


FROM: MUN - MIXED - USE NEIGHBOURHOOD  
GR - GENERAL RECREATION

TO: DC(24) - DIRECT CONTROL



SCHEDULE "B"



**HODGSON  
SCHILF  
EVANS  
ARCHITECTS INC.**

Suite 201, 12420 184 Avenue  
Edmonton AB T5H 1Z8  
TEL: 780.482.1100  
FAX: 780.482.1105

|             |               |         |                             |
|-------------|---------------|---------|-----------------------------|
| Project     | SITE PLAN     | Job No. | 18031                       |
| Sheet Title | LINSFORD PARK | Scale   | AS NOTED                    |
| Drawn       |               | Date    | 2018-06-19 Detail No. DP-01 |



# COUNCIL REQUEST FOR DECISION

**MEETING DATE:** June 25, 2018

**SUBMITTED BY:** Brian Loewen, City Solicitor

**PREPARED BY:** Macarena Hormazabal, Deputy City Clerk

**REPORT TITLE:** Bylaw No. 986-2018 – A Bylaw to Repeal Bylaw No. 751-2010 – Assessment Review Board (“ARB”) Bylaw.

## REPORT SUMMARY

Bylaw No. 986-2018, repeals Bylaw No. 751-2010 Assessment Review Board (“ARB”) Bylaw for the City of Leduc. Council must appoint a chair and clerk to the Local and Composite Assessment Review Boards.

## RECOMMENDATION

1. That Council Repeal Bylaw No. 751-2010.
2. That Council give Bylaw No. 986-2018 First Reading.
3. That Council give Bylaw No. 986-2018 Second Reading.
4. That Council unanimously agrees to consider Bylaw No. 986-2018 for Third Reading.
5. That Council give Bylaw No. 986-2018 Third Reading.
6. That Council appoint D. Marchand as the chair to the Local Board and Composite Board.
7. That Council appoint City Manager as the clerk to the Assessment Review Boards.

## BACKGROUND

### KEY ISSUE(S) / CONTEXT:

In order to comply with the amended *Municipal Government Act*, sections, 454.1, 454.2 and 456 (1), Administration is recommending Council repeal Bylaw No. 751-2010, Assessment Review Board Bylaw, and replace it with Bylaw No. 986-2018, Assessment Review Board Bylaw. The amendments consist of Council appointing a designated clerk and chairs to the Local and Composite Assessment Review Boards.

The City Manager is set as clerk, with a delegation power, as per the usual management framework. The recommendation of delegation will be the Deputy City Clerk.

The ARB has three public members appointed; recommending one of the three to be appointed as chair.

The ARB consist of the following boards, that are established as required under the Municipal Government Act.

**Local Assessment Review Board (“LARB”):** Usually has three members – all appointed by the municipality. They hear complaints about assessment notices for residential property with three or fewer dwellings and farm land, plus some types of tax notices.

**Composite Assessment Review Board (“CARB”):** Has three panel members; however, the Presiding Officer is always an Municipal Government Board member appointed by the province and the two side-panel members are appointed by the chair of the ARB. CARB hears all complaints about municipal assessment notices that are not



dealt with by LARB; such as residential properties with four or more dwelling units and non-residential assessments other than farmland.

## LEGISLATION AND/OR POLICY:

- Board Selection Committee Policy 12.09:1
- Municipal Government Act, Chapter M-26, Part 11
- Matters Relating to Assessment Complaints Regulation, 2018

## IMPLICATIONS OF RECOMMENDATION

### GENERAL:

Members must meet qualifications set by the Minister of Municipal Affairs. Legislation also restricts who can be a board member.

The chair may delegate powers, duties or functions to another board member.

### ORGANIZATIONAL:

Members of Council to appoint a chair and clerk to the boards.

### LEGAL:

This bylaw is in compliance in accordance with the *Municipal Government Act, Chapter M-26* and *Matters Relating to Assessment Complaints Regulation, 2018*.

### ALTERNATIVES:

- That Council reconsider and appoint an alternate public ARB member to be chair.

### ATTACHMENTS:

- Assessment Review Board Bylaw No. 986-2018
- Assessment Review Board Bylaw No. 751-2010
- City Administration Bylaw No. 872-2014
- Board Selection Committee Policy 12.09:1

Others Who Have Reviewed this Report

I. Sasyniuk, Acting City Manager / B. Loewen, City Solicitor

**Bylaw No. 986-2018**  
**ASSESSMENT REVIEW BOARD BYLAW**

PAGE 1

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**A BYLAW OF THE CITY OF LEDUC IN THE PROVINCE OF ALBERTA, TO ESTABLISH  
ASSESSMENT REVIEW BOARDS FOR THE CITY OF LEDUC.**

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Whereas, pursuant to section 454 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, Council must establish a local assessment review board to hear complaints referred to in section 460.1(1), and a composite assessment review board to hear complaints referred to in section 460.1(2);

And Whereas, pursuant to subsection 454.1(1) of the *Municipal Government Act*, Council must appoint at least three persons as members of the local assessment review board, prescribe the term of office of each member appointed, and prescribe the remuneration and expenses, if any, payable to each member appointed;

And Whereas, pursuant to subsection 454.1(2) of the *Municipal Government Act*, Council must designate one of the members appointed as the chair of the local assessment review board and must prescribe the chair's term of office and the remuneration and expenses, if any, payable to the chair;

And Whereas, pursuant to subsection 454.2(1) of the *Municipal Government Act*, Council must appoint at least two persons as members of the composite assessment review board, prescribe the term of office of each member appointed, and prescribe the remuneration and expenses, if any, payable to each member appointed;

And Whereas, pursuant to subsection 454.2(2) of the *Municipal Government Act*, Council must designate one of the members appointed as the chair of the composite assessment review board and must prescribe the chair's term of office and the remuneration and expenses, if any, payable to the chair;

And Whereas, pursuant to subsection 456 of the *Municipal Government Act*, Council must appoint a designated officer to act as the clerk of the assessment review boards having jurisdiction in the municipality;

And Whereas, pursuant to subsection 456 of the *Municipal Government Act*, Council may set fees payable by persons wishing to make complaints or to be involved as a party or intervenor in a hearing before an assessment review board and for obtaining copies of an assessment review board's decisions and other documents;

Leduc City Council enacts:

**APPROVED**  
**As to Form**  
B. L.

---

*City Solicitor*

**Bylaw No. 986-2018**  
**ASSESSMENT REVIEW BOARD BYLAW**

PAGE 2

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**PART I - PURPOSE, DEFINITIONS AND INTERPRETATION**

**PURPOSE**

- 1 The purpose of this bylaw is to establish assessment review boards for the City of Leduc.

**DEFINITIONS**

- 2 In this bylaw, unless the context otherwise requires:
- (a) **"City Manager"** means the chief administrative officer of the municipal corporation of the City of Leduc;
  - (b) **"Composite Board"** means the City of Leduc Composite Assessment Review Board, as required by the *Municipal Government Act* and established by this bylaw;
  - (c) **"Council"** means the municipal council of the municipal corporation of the City of Leduc; and
  - (d) **"Local Board"** means the City of Leduc Local Assessment Review Board, as required by the *Municipal Government Act* and established by this bylaw.

**RULES FOR INTERPRETATION**

- 3 The marginal notes and headings in this bylaw are for reference purposes only.

**PART II – ESTABLISHMENT AND MEMBERSHIP**

**LOCAL BOARD**

- 4 The Local Board is established.

**COMPOSITE BOARD**

- 5 The Composite Board is established.

**NUMBER OF MEMBERS**

- 6 Council will by resolution appoint no less than:
- (a) three persons to the Local Board; and
  - (b) two persons to the Composite Board.



**Bylaw No. 986-2018**  
**ASSESSMENT REVIEW BOARD BYLAW**

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**BOARD MEMBERS**

- 7 Council will only appoint people to the Local Board or the Composite Board who are:
- (a) selected through the City of Leduc *Board Selection Policy*;
  - (b) not a member of Council;
  - (c) not an assessor;
  - (c) not a person employed by the City of Leduc; and
  - (d) not a person who has acted for an assessed person before an assessment review board of the Municipal Government Board.

**TERM OF MEMBERSHIP**

- 8 All members of the Local Board and the Composite Board will serve as members for a term of no more than three years.

**MULTIPLE TERMS**

- 9 A person may be a member of the Local Board or the Composite Board for more than one term, if so appointed by Council.

**NO VACANCY**

- 10 Even if a person's term of membership has expired, that person will remain a member of the Local Board or the Composite Board until they are replaced by Council.

**LOCAL BOARD CHAIR**

- 11 Council will appoint a member of the Local Board as chair of the Local Board.

**COMPOSITE BOARD CHAIR**

- 12 Council will appoint a member of the Composite Board as chair of the Composite Board.

**PART III - ADMINISTRATION**

**CLERK**

- 13 The City Manager is:
- (a) clerk of the Local Board; and



**Bylaw No. 986-2018**  
**ASSESSMENT REVIEW BOARD BYLAW**

PAGE 4

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- (b) clerk of the Composite Board.

**FEES**

- 14 Fees for filing complaints to the Local Board and the Composite Board are set out in the *Fees Bylaw*.

**MEMBER REMUNERATION**

- 15 Members of the Local Board and the Composite Board will be paid:
  - (a) \$164 if four hours or less are worked in a day;
  - (b) \$290 if more than four hours and less than eight hours are worked in a day; or
  - (c) \$427 if more than eight hours are worked in a day.

**CHAIR REMUNERATION**

- 16 The Chair of the Local Board and the Chair of the Composite Board will be paid:
  - (a) \$219 if four hours or less are worked in a day;
  - (b) \$383 if more than four hours and less than eight hours are worked in a day; or
  - (c) \$601 if more than eight hours are worked in a day.

**EXPENSES**

- 17 All members of the Local Board and Composite Board will be paid their reasonable expenses in accordance with the policy established pursuant to this bylaw.

**PART IV - GENERAL**

**CITY MANAGER POWERS**

- 18 The City Manager may:
  - (a) set policies, procedures, and directives for the Local Board governing the hearing process, the conduct of members, or any other matter related to the operation of the Local Board;
  - (b) set policies, procedures, and directives for the Composite Board governing the hearing process, the conduct of

**Bylaw No. 986-2018**  
**ASSESSMENT REVIEW BOARD BYLAW**

**PAGE 5**

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members, or any other matter related to the operation of the Composite Board;

- (c) establish a policy for the expenses for which members of the Local Board and Composite Board may be compensated; and
- (d) delegate any powers, duties or functions under this bylaw to an employee of the City.

**REPEAL**

19 Bylaw 751-2010 is repealed.

This Bylaw shall come into force and effect when it receives Third Reading and is duly signed.

READ A FIRST TIME IN COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2018.

READ A SECOND TIME IN COUNCIL THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2018.

READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2018.

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**Bob Young**  
**MAYOR**

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**Sandra Davis**  
**CITY CLERK**

---

Date Signed

**Bylaw No. 751-2010**  
**ASSESSMENT REVIEW BOARDS BYLAW**

PAGE 1

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**A BYLAW OF THE CITY OF LEDUC IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING ASSESSMENT REVIEW BOARDS TO PERFORM CERTAIN DUTIES & RESPONSIBILITIES AS SET OUT IN THE MUNICIPAL GOVERNMENT ACT.**

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- WHEREAS:** Part 11 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended, requires that Council pass a bylaw establishing one or more Assessment Review Boards; and
- WHEREAS:** Section 455 of the *Municipal Government Act*, states that Council must appoint a designated officer to act as the clerk of the Assessment Review Boards having jurisdiction in the municipality;
- THEREFORE:** The Council of the City of Leduc, in the Province of Alberta, duly assembled, hereby enacts as follows:

**PART I: BYLAW TITLE**

1. That this Bylaw shall be known as the "Assessment Review Boards" Bylaw.

**PART II: DEFINITIONS**

2. For the purposes of this Bylaw the following words will have the meanings assigned:
  - a) **"Board"** means a Local Assessment Review Board, a One Member Local Assessment Review Board, a Composite Assessment Review Board, or a One Member Composite Assessment Review Board;
  - b) **"City"** means the municipal corporation of the City of Leduc;
  - c) **"City Member"** means an individual who is appointed to a Board by Council;
  - d) **"Clerk"** means the officer designated by Council as the Clerk of the Assessment Review Boards pursuant to Section 455 of the MGA;
  - e) **"Composite Assessment Review Board" or "CARB"** means a Board to which two (2) City Members and one (1) Provincial Member are appointed, which has jurisdiction to deal with the complaints arising from the assessment of all properties other than those specifically identified as being within the jurisdiction of a LARB property and such other matters as are set out in the MGA as being within the jurisdiction of a CARB;

**Bylaw No. 751-2010**  
**ASSESSMENT REVIEW BOARDS BYLAW**

PAGE 2

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- f) **"Council"** means the municipal council of the City;
  - g) **"Local Assessment Review Board" or "LARB"** means a Board to which three (3) City Members are appointed, that has jurisdiction to deal with the complaints arising from the assessment of:
    - (i) residential property with 3 or fewer dwelling units;
    - (ii) farm land; or,
    - (iii) a tax notice other than a property tax notice;
  - h) **"Member"** means an individual who is appointed to a Board;
  - i) **"Minister"** means the Minister of Municipal Affairs;
  - j) **"MGA"** means the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended;
  - k) **"One Member Composite Assessment Review Board"** means a CARB comprised of one (1) Provincial Member which conducts hearings on preliminary or jurisdictional matters prescribed by the MGA;
  - l) **"One Member Local Assessment Review Board"** means a LARB which is comprised of one (1) City Member which conducts hearings on preliminary or jurisdictional matters prescribed by the MGA;
  - m) **"Provincial Member"** means an individual appointed to a CARB by the Minister.

**PART III: APPLICATION**

**3. Establishment of Boards**

Council hereby establishes the following Assessment Review Boards:

- a) One or more One Member Local Assessment Review Board(s);
- b) One or more Local Assessment Review Board(s);
- c) One or more One Member Composite Review Board(s); and
- d) One or more Composite Review Board(s).



**Bylaw No. 751-2010**  
**ASSESSMENT REVIEW BOARDS BYLAW**

**PAGE 3**

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**4. Membership**

- a) City Members shall be recommended through the normal board selection process as established in the Board Selection Policy of the City.
- b) Council will, by resolution, appoint City Members as required to LARBs and CARBs when membership terms expire or as vacancies occur.
- c) In the event of a vacancy, Council may appoint a new City Member to serve the remainder of the vacating City Member's term.
- d) Members must successfully complete the training program prescribed by the Minister prior to participating in a hearing.
- e) The following individuals may not be appointed as City Members of any of the Boards established under this Bylaw:
  - i. Council;
  - ii. an assessor;
  - iii. an employee of the City; and
  - iv. an agent, being a person who, for a fee or potential fee, acts for an assessed person or taxpayer during the assessment complaint process or at a hearing before an assessment review board or the Municipal Government Board.

**5. Terms of Office**

- a) The term of office for City Members shall be for three (3) calendar years.
- b) City Members may apply for re-appointment to the Boards at the conclusion of their term of office, in accordance with the Board Selection Policy of the City.
- c) Council may appoint an individual to serve as a City Member of both a LARB and a CARB.
- d) Notwithstanding 5a) all City Members may remain in office until their respective successors are appointed.

**6. Clerk**

- a) Council hereby appoints the City Clerk to the position of Clerk.
- b) The City Clerk may appoint the Assistant City Clerk to perform the Clerk's duties and functions.
- c) The Clerk must successfully complete all training prescribed by the Minister.
- d) The Clerk will not receive additional remuneration.

**Bylaw No. 751-2010**  
**ASSESSMENT REVIEW BOARDS BYLAW**

PAGE 4

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- e) The duties and responsibilities of the Clerk are outlined in Part 11 of the Act and the *Matters Relating to Assessment Complaints Regulation*, Alta. Reg. 310/2009, as amended.
  - f) The Clerk may prescribe policies, procedures and directives governing hearing processes, Member conduct and other Board matters.

**7. Remuneration & Expenses**

- a) Members shall be eligible for remuneration and expenses as set out in Schedule "A" of this Bylaw.

**8. Quorum**

- a) Two City Members of a LARB constitute a quorum.
- b) The Provincial Member and one City Member constitute a quorum of a CARB.

**9. Complaint Fees**

- a) Fees for filing complaints shall be as set out in the Fees & Charges Bylaw.

**10. Proceedings**

- a) The City Members of each LARB shall, prior to the commencement of the first hearing held before them in each calendar year, select a presiding officer ("Chairman") from among themselves.
- b) The presiding officer so chosen will be the presiding officer for that LARB for all hearings held before that Board in that calendar year.
- c) In the event that the presiding officer is unable to attend a scheduled LARB hearing, the City Members in attendance at that hearing shall choose a presiding officer from among themselves for the purposes of that hearing only.
- d) Any City Member of any LARB or CARB may sit as a substitute for any other City Member unable to attend a scheduled hearing.
- e) The Provincial Member will be the presiding officer ("Chairman") for a CARB.
- f) The Boards shall hear complaints in accordance with the Act.

**Bylaw No. 751-2010**  
**ASSESSMENT REVIEW BOARDS BYLAW**

PAGE 5

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**PART IV: REPEAL**

11. Bylaw No. 353-95 and Bylaw No. 574-2004 and any amendments thereto, are hereby repealed.

**PART V: ENACTMENT**

12. This Bylaw shall come into force and effect when it receives Third Reading and is duly signed.

READ A FIRST TIME IN COUNCIL THIS 23<sup>rd</sup> DAY OF AUGUST, AD 2010.

READ A SECOND TIME IN COUNCIL THIS 23<sup>rd</sup> DAY OF AUGUST, AD 2010.

UNANIMOUSLY AGREED TO PRESENT BYLAW 751-2010 FOR THIRD READING.

READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS 23<sup>rd</sup> DAY OF AUGUST, AD 2010.

*"original signed"*

---

**Greg Krischke**  
**MAYOR**

*"original signed"*

---

**Laura Knoblock**  
**CITY CLERK**

August 23, 2010

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Date Signed

**Bylaw No. 751-2010**  
**ASSESSMENT REVIEW BOARDS BYLAW**

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**Schedule "A"**  
**Member Remuneration**

| Time          | Chair | Member |
|---------------|-------|--------|
| Up to 4 hours | \$219 | \$164  |
| 4-8 hours     | \$383 | \$290  |
| Over 8 hours  | \$601 | \$427  |



Date of Consolidation: October 23, 2017

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Consolidation of Bylaw No. 872-2014

CITY OF LEDUC  
CITY ADMINISTRATION BYLAW

Adoption March 9, 2015

As Amended By:

Bylaw No. 958-2017 adopted September 11, 2017

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This Consolidation is not an Official Bylaw. It is prepared by the City Clerk's Office for assistance only.  
Copies of the Official Bylaw(s) may be purchased from the City Clerk's Office.  
This Consolidated Bylaw was authorized pursuant to Bylaw No. 389-97.

**Bylaw No. 872-2014**  
**CITY ADMINISTRATION BYLAW**

PAGE 1

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**A BYLAW OF THE CITY OF LEDUC IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE POSITION OF CHIEF ADMINISTRATIVE OFFICER**

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Whereas, pursuant to section 205 of the Act, R.S.A. 2000, c. M-26 every council must establish by bylaw a position of chief administrative officer;

Leduc City Council enacts:

**PART I - PURPOSE, DEFINITIONS AND INTERPRETATION**

**PURPOSE**

1. The purpose of this bylaw is to establish the position of chief administrative officer and to outline the powers, duties and functions of that position.

**DEFINITIONS**

2. In this bylaw, unless the context otherwise requires:
  - a. "**Act**" means the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended;
  - b. "**Administration**" means the general operations of the City, including all personnel, financial and other related resources;
  - c. "**City**" means the municipal corporation of the City of Leduc;
  - d. "**City Manager**" means the chief administrative officer of the City;
  - e. "**Council**" means the municipal council of the City;
  - f. "**highway**" means land shown as a road on a plan of survey that has been filed or registered in a land titles office, or used as a public road, and includes a bridge forming part of a public road and any structure incidental to a public road; and
  - g. "**Mayor**" means the chief elected representative of the City.

**RULES FOR INTERPRETATION**

3. The marginal notes and headings in this bylaw are for reference purposes only.

**PART II - APPOINTMENT AND DELEGATION**

**CHIEF ADMINISTRATIVE OFFICER**

4. The position of chief administrative officer is established, and the individual appointed to that position will have the title "City Manager".

**Bylaw No. 872-2014**  
**CITY ADMINISTRATION BYLAW**

PAGE 2

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**APPOINTMENT**

5. Council will, by resolution, appoint an individual to the position of City Manager and set out the terms and conditions of the appointment.

**INDEMNITY**

6. The City will indemnify the City Manager provided that the City Manager acts in the course and scope of his or her employment and acts in good faith to comply with any applicable legislation.

**SUBDELEGATION**

7. The City Manager is authorized to further delegate and to authorize further delegations of any powers, duties and functions delegated to the City Manager by Council pursuant to this or any other bylaw, to any employee of the City.

**PART III - POWERS**

**POWERS OF THE CITY MANAGER**

8. The City Manager:
  - a. has all the powers and functions given to a chief administrative officer pursuant to the Act or any other statute;
  - b. must carry out all of the duties and functions of a chief administrative officer as required by the Act or any other statute;
  - c. has all the powers, duties and functions given to a designated officer pursuant to the Act or any other statute;
  - d. has all the powers, duties and functions given to a subdivision authority pursuant to the Act;
  - e. has all the powers, duties and functions given to a development authority pursuant to the Act and the Land Use Bylaw, No. 809-2013, as amended;
  - f. has all the powers, duties and functions given to a secretary pursuant to the *Local Authorities Elections Act*, R.S.A. 2000, c. L-21;
  - g. is designated the head of the local authority for the purposes of the *Freedom of Information and Protection of Privacy Act*, R.S.A. 2000, c. F-25;
  - h. has all the powers, duties and functions delegated to the City Manager pursuant to this or any other bylaw; and
  - i. may exercise such other powers, duties and functions as may be required by Council.

**Bylaw No. 872-2014**  
**CITY ADMINISTRATION BYLAW**

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**ACCOUNTABILITY**

9. The City Manager is accountable to Council for the exercise of all powers, duties and functions delegated to the City Manager.

**AUTHORITY**

10. The City Manager is authorized to:
- a. appoint an individual as the acting City Manager during absences of the City Manager;
  - b. designate an individual who may act as interim City Manager in the event that the City Manager is incapacitated prior to Council appointing a new City Manager;
  - c. co-ordinate, direct, supervise and review the performance of Administration;
  - d. establish the structure of Administration, including establishing, merging, dividing and eliminating departments, and establishing a managerial hierarchy;
  - e. establish and implement all policies, procedures, standards and guidelines for all matters within the power of the City Manager;
  - f. advise, inform and make recommendations to Council regarding:
    - i. the operations of the City,
    - ii. the financial condition of the City, and
    - iii. council policies, procedures and programs that may be desirable to carry out the powers duties and functions of the City;
  - g. attend all meetings of Council and the meetings of such other bodies as Council directs;
  - h. conduct audits, investigations and studies of the Administration;
  - i. prepare administrative consolidations of bylaws;
  - j. revise bylaws by:
    - i. consolidating a bylaw by incorporating all amendments to it into one bylaw,
    - ii. omitting and providing for the repeal of a bylaw or a provision of a bylaw that is inoperative, obsolete, expired, spent or otherwise ineffective,
    - iii. combining two or more bylaws into one, dividing a bylaw into two or more bylaws, moving provisions from one bylaw to another and creating a bylaw from provisions of another or two or more others,



**Bylaw No. 872-2014**  
**CITY ADMINISTRATION BYLAW**

PAGE 4

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- iv. altering the citation and title of a bylaw and the numbering and arrangement of its provisions, and adding, changing or omitting a note, heading, title, marginal note, diagram or example to a bylaw,
- v. omitting the preamble and long title of a bylaw,
- vi. omitting forms or other material contained in a bylaw that can more conveniently be contained in a resolution, and adding authority for the forms or other material to be prescribed by resolution,
- vii. correcting clerical, grammatical and typographical errors, and
- viii. making changes, without changing the substance of the bylaw, to bring out more clearly what is considered to be the meaning of a bylaw or to improve the expression of the law;
- k. prepare a bylaw for Council's consideration for any bylaws revised in accordance with clause (j);
- l. subject to any legal limitations:
  - i. hire, appoint, transfer or promote any City employee,
  - ii. evaluate, discipline, suspend, demote, or remove any City employee, and
  - iii. determine salaries, benefits, hours of work and other working conditions;
- m. ensure that all City policies and programs are efficiently coordinated, are delivered in a responsive and effective manner, and reflect the overall strategic priorities of the City as defined by Council;
- n. appoint employees of the City as inspectors pursuant to the *Weed Control Act*, S.A. 2008, c. W-5.1, the *Agricultural Pests Act*, R.S.A. 2000, c. A-8 and any similar legislation;
- o. appoint employees of the City as bylaw enforcement officers; and
- p. prepare and submit to Council such reports or recommendations as may be required by Council.

**FINANCIAL POWERS**

- 11. The City Manager is authorized to:
  - a. designate the City's bank, credit union, loan corporation, treasury branch, or trust corporation and open and close accounts that hold the City's money;
  - b. prepare and submit to Council annual operating and capital budgets;

**Bylaw No. 872-2014**  
**CITY ADMINISTRATION BYLAW**

PAGE 5

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- c. in the case of an emergency, as determined by the City Manager, expend up to \$500,000 that is not in an approved budget, and report the implications of any such expenditure to Council;
  - d. establish fees, charges, rates and tariffs where those have not been previously established by Council;
  - e. add items to a tax roll as authorized pursuant to sections 553 and 553.1 of the Act;
  - f. invest funds on behalf of the City, subject to the limitations set out in the Act;
  - g. pay any amounts which the City is legally obligated to pay pursuant to any judgment or order of any court or board of competent jurisdiction;
  - h. approve the settlement of all:
    - i. uninsured actions, claims or demands against the City where the amount paid by the City does not exceed \$100,000,
    - ii. uninsured actions, claims or demands by the City where the difference between the settlement and the amount claimed does not exceed \$100,000, and
    - iii. insured actions, claims or demands by or against the City;
  - i. monitor and control expenditures within the operating budget approved by Council, and authorize budget adjustments of up to \$500,000 from one operating budgeted program to another operating budgeted program; and
  - j. monitor and control expenditures within the capital budget approved by Council, and authorize budget adjustments of up to \$500,000 from one capital budgeted program to another capital budgeted program.

**AGREEMENTS AND CONTRACTS**

- 12. The City Manager is authorized to:
  - a. approve and enter into any agreements and contracts in relation to the acquisition of goods and services;
  - b. approve and enter into all agreements and contracts that are related to the provision of police services and programs for the City;
  - c. approve and enter into all agreements and contracts that are related to the provision of ambulance services and programs for Alberta Health Services;
  - d. approve and enter into all agreements and contracts involving:
    - i. the sale of a fee simple interest in land at fair market value, or the acquisition of the fee simple interest in land at or below fair market value, provided that the price of the land does not exceed \$3,000,000,

**Bylaw No. 872-2014**  
**CITY ADMINISTRATION BYLAW**

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- ii. leases of land at fair market value where the City is lessor, provided that the term shall not exceed ten years, including renewals, and the revenue shall not exceed \$750,000 per year,
  - iii. leases of land at or below fair market value where the City is lessee, provided that the term shall not exceed ten years, including renewals, and the expenditure shall not exceed \$750,000 per year,
  - iv. the disposition of any other interest in land at fair market value, or the acquisition of any other interest in land at or below fair market value, provided that the consideration for the acquisition or disposition does not exceed \$750,000 per year;
- e. notwithstanding clause 12(d), approve and enter into agreements and contracts involving leases of land to non-profit organizations at or below market value where the fair market value does not exceed \$500,000 for the term and the term does not exceed ten years, including renewals;
- f. exercise all of the powers, duties and functions of a council or a municipality as prescribed under Part 10 of the Act except those powers, duties and functions specifically delegated to the Municipal Assessor pursuant to the Municipal Assessor Bylaw, 464-2000, and approve and enter into all agreements and contracts and issue all documents incidental to that authority;
- g. approve and enter into all agreements and contracts incidental to the development and subdivision of land within the City of Leduc pursuant to Part 17 of the Act and complete any and all documents required for or incidental to such development;
- h. grant and revoke all powers of attorney allowing City staff to execute all required documents, including without limitation, discharges, postponements, and affidavits, pertaining to land, or an interest therein including those granted prior to the enactment of this bylaw;
- i. approve and enter into all documents, consents, approvals, acknowledgements and certificates required for or incidental to any agreement, contract, settlement, tender or investment;
- j. sign:
  - i. along with the person presiding at the meeting, all minutes of Council meetings,
  - ii. along with the Mayor, all bylaws,
  - iii. along with the Mayor or any other person authorized by Council, cheques and other negotiable instruments,



**Bylaw No. 872-2014**  
**CITY ADMINISTRATION BYLAW**

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- iv. acting alone, all orders, contracts, agreements, documents and certificates that may be required pursuant to any agreement, contract, bylaw, statute or enactment;
- k. enter into funding agreements with Alberta and non-profit organizations for the provision of the family and community support services program in accordance with approved budget amounts and the *Family and Community Support Services Act*, R.S.A. 2000, c. F-3 and the *Family and Community Support Regulations*, AR 218/94;
- l. approve and enter into all agreements and contracts involving the acquisition of an interest in land, other than leases, at or below fair market value for the purposes of allowing the City to place its public utilities or roadway across land owned by others provided that the consideration does not exceed \$500,000 per year;
- m. approve and enter into all agreements and contracts involving the disposition of an interest in land, other than leases, at or above fair market value for the purposes of allowing a utility operator or transportation provider to cross land owned by the City provided that the consideration does not exceed \$500,000 per year;
- n. approve and enter into any agreement or contract necessary to provide insurance coverage and performance bonds for the City;
- o. enter into provincial and federal grant funding agreements;
- p. approve and enter into Alberta Government licences of occupation agreements relating to the transportation utility corridor for an unlimited term provided that the expenditure or fixed revenue shall not exceed \$250 per year; and
- q. approve and enter into all agreements and contracts involving the right to operate a utility service in accordance with section 45 of the Act.

**SIGNATURE REPRODUCTION**

- 13. The City Manager's signature, and the signatures of any other City employees to whom the City Manager delegates signing power, may be printed, lithographed or otherwise reproduced.

**OTHER POWERS**

- 14. The City Manager is authorized to:
  - a. prepare and issue distress warrants, seize and sell goods pursuant to distress warrants on behalf of the City for the recovery of tax arrears pursuant to the Act;
  - b. carry out inspections, remedies, enforcement or actions pursuant to section 542 of the Act;



**Bylaw No. 872-2014**  
**CITY ADMINISTRATION BYLAW**

PAGE 8

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- c. make determinations and issue orders pursuant to the Act or any other statute, enactment or bylaw which the City is authorized to enforce, in accordance with sections 545 and 546 of the Act;
  - d. provide administrative support to the Subdivision and Development Appeal Board, and is appointed as clerk of that board;
  - e. extend the time for endorsement of subdivision plans and for registration of subdivision plans in accordance with the Act;
  - f. designate any highway as one which is closed temporarily in whole or in part to traffic, as authorized by the Act, or any other enactment, and cause such highway to be marked;
  - g. respond to inquiries and requests for information on behalf of the City, including stating the City's position, subject to any Council approved policy, procedure, standard or guideline, or as otherwise directed by Council;
  - h. except as otherwise directed by Council:
    - i. instruct legal counsel to provide legal services to the City and Council, and
    - ii. retain, instruct and pay for the services of outside legal counsel provided that the cost of the services retained does not exceed \$500,000;
  - i. register on behalf of the City and pursuant to any enactment, all forms of intellectual property, including without limitation, trademarks, official marks, copyright, industrial designs and patents;
  - j. grant an application for a leave of absence without pay to an employee seeking to be nominated as a candidate in a municipal election pursuant to the *Local Authorities Election Act*, R.S.A. 2000, c. L-21;
  - k. deal with records and other documents in different ways, divide each of them into classes and deal with each class in different ways by establishing a retention schedule; **Amended-Bylaw No. 958-2017, adopted September 11<sup>th</sup>, 2017.**
  - l. to destroy records and other documents of the municipality in accordance with the retention schedule established pursuant to clause (k.); and; **Amended-Bylaw No. 958-2017, adopted September 11<sup>th</sup>, 2017.**
  - m. ensure that any record or document containing an individual's personal information used by the municipality to make a decision that directly affects the individual, is retained for at least one year after using it so that individual has a reasonable opportunity to obtain access to the record or other document. **Amended-Bylaw No. 958-2017, adopted September 11<sup>th</sup>, 2017.**

**Bylaw No. 872-2014  
CITY ADMINISTRATION BYLAW**

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**PART IV - GENERAL**

**CONFLICT**

15. The provisions of this bylaw shall prevail in any case where there is a conflict between this bylaw and any previous resolution or bylaw of Council.

**REPEALS**

16. The following bylaws are repealed:
- a. the City Manager Bylaw, No. 329-94;
  - b. the bylaw to authorize the consolidation of bylaws, No. 389-97;
  - c. the Subdivision Authority Bylaw, No. 761-2011;
  - d. The Development Authority Bylaw, No. 359-95;
  - e. Section 5.1.1 of the Land Use Bylaw, No. 809-2013; and
  - f. Bylaw 454-99, the Freedom of Information and Protection of Privacy and Records Management Bylaw. **Amended-Bylaw No. 958-2017, adopted September 11<sup>th</sup>, 2017.**

**PART V - ENACTMENT**

This Bylaw shall come into force and effect when it receives Third Reading and is duly signed.

READ A FIRST TIME IN COUNCIL THIS 26<sup>th</sup> DAY OF JANUARY, 2015.

READ A SECOND TIME IN COUNCIL THIS 9<sup>th</sup> DAY OF MARCH, 2015.

READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS 9<sup>th</sup> DAY OF MARCH, 2015.

'original signed'

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**Greg Krischke  
MAYOR**

'original signed'

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**Paul Benedetto  
CITY MANAGER**

March 9, 2015

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Date Signed



# CITY OF LEDUC POLICY

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PAGE: 1 OF 2  
POLICY NUMBER: 12.09:1

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AUTHORITY: CITY COUNCIL  
ISSUE DATE: 04/13/99  
SUPERSEDES:  
REVISION #: 02

AREA/CHAPTER FINANCE AND ADMINISTRATION  
POLICY NAME/TITLE/SUBJECT: BOARD AND COMMITTEE SELECTION POLICY  
DEPARTMENT/SECTION CITY CLERK  
RELEVANT LEGISLATIVE:

RELEVANT BYLAW/RESOLUTION: Resolutions Dec. 10/84, Dec. 8/86, Motion #315/95, Motion #156/98, Motion #71/99

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**Policy Objective :**

To establish guidelines for recruitment, selection and appointment of members to serve on the Boards or Committees established by bylaw or resolution.

**Policy:**

1. There will be no automatic succession appointments.
2. No appointee shall serve more than two consecutive terms, unless provisions are made by Provincial Statutes, and after two consecutive terms will not be eligible for re-appointment until after observing an absence of one full year.
3. A term of appointment shall not exceed three years for any Board or Committee.
4. Boards or committees should represent a cross section of all community interests, whose mandate is service to the total community.
5. Board or committee member selection will be made from those applicants responding on a timely basis to the advertised need.
6. The Board Selection Committee will be comprised of the Mayor and the Council member/s assigned to the respective Board or Committee.





# CITY OF LEDUC POLICY

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**PAGE: 2 OF 2**  
**POLICY NUMBER: 12.09:1**

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7. Alternate members of the Subdivision and Development Appeal Board shall not be restricted as it pertains to clause 2.

**Procedure:**

1. All vacancies on Boards or Committees that are established by Council shall be advertised to request formal submission of applications.
2. All applicants shall be issued a letter acknowledging receipt of their completed application.
3. Upon close of applications, the Board Selection Committee shall be provided with all applications received for the respective Board along with a report from the Senior Administrative Liaison to the Board outlining the appropriate skill set required on the Board, within five (5) working days of receipt of the applications.
4. The Board Selection Committee shall review all applications in a manner deemed appropriate and which may include an interview of the applicant.
5. The Board Selection Committee shall submit an appointment recommendation to City Council for a decision.
6. Once Council has appointed members to fill vacancies, all applicants shall be issued a letter advising of Council's decision.
7. All Board applications shall be retained on file in accordance with the City's Records and Information Management Policy.

G. Rogers

**AUTHORITY'S SIGNATURE:**

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# **PUBLIC COMMENTARY**

# IN-CAMERA ITEMS

There are no In-Camera Items

# **RISE & REPORT FROM IN-CAMERA ITEMS**



**Mayor's Report  
June 4 - 17, 2018**

June 5:

- MP Mike Lake
- MP McCrimmon and Shane McCloskey, Senior Special Assistant to the Minister

June 6:

- Associate Deputy Minister Thao Pham; Pierre-Marc Mongeau, Assistant Deputy Minister, Programs; and, Marie-Claude Petit (Director General, Transportation Infrastructure Programs)
- Mike Burton, Director of Parliamentary Affairs, Minister of Infrastructure Office
- EMRB CEO Search teleconference

June 8

- Stone Barn Garden cheque presentation from Minister Shaye Anderson
- Seniors' Pancake Brunch
- Ribbon Cutting: Family Counselling Centre
- James Rajotte, Rogers

June 9

- Johnson MS Bike Tour - Leduc to Camrose

June 11

- Briefing with City Manager
- Pride Banner Raising
- Naming Committee
- Leduc Region Leadership Forum organizing meeting
- Committee-of-the-Whole and Council agenda review
- Committee-of-the-Whole
- Council

June 12

- 2018 Kelly Lamrock Golf Tournament

**Approved by Mayor Bob Young**





## Building Permit Detail Summary

May 1, 2018-May 31, 2018 (inclusive)

| Commercial                           |                               |                              |       |                           |                |
|--------------------------------------|-------------------------------|------------------------------|-------|---------------------------|----------------|
| Permit                               | Type of Work                  | Builder                      | Units | Area                      | Valuation      |
| PRBD201801346<br>(Issued-29/05/2018) | Alteration and improvements   | PHIL HIEBERT CONTRACTING LTD |       | Central Business District | \$47,000.00    |
| PRBD201801501<br>(Issued-18/05/2018) | Addition to existing building | THE CANADIAN BREWHOUSE       |       | Bridgeport                | \$12,000.00    |
| Subtotal                             |                               | 2                            |       |                           | \$59,000.00    |
| Duplex Dwelling                      |                               |                              |       |                           |                |
| Permit                               | Type of Work                  | Builder                      | Units | Area                      | Valuation      |
| PRBD201801488<br>(Issued-15/05/2018) | New Construction - Duplex     | HOMES BY SANTOS CONSTRUCTION | 1     | Meadowview Park           | \$271,000.00   |
| PRBD201801510<br>(Issued-15/05/2018) | New Construction - Duplex     | HOMES BY SANTOS CONSTRUCTION | 1     | Meadowview Park           | \$271,000.00   |
| PRBD201801645<br>(Issued-17/05/2018) | New Construction - Duplex     | CRANSTON HOMES LTD           | 1     | Black Stone               | \$293,000.00   |
| PRBD201801648<br>(Issued-23/05/2018) | New Construction - Duplex     | CRANSTON HOMES LTD           | 1     | Black Stone               | \$293,000.00   |
| PRBD201801730<br>(Issued-24/05/2018) | New Construction - Duplex     | ART CUSTOM HOMES INC         | 1     | Meadowview Park           | \$287,000.00   |
| PRBD201801731<br>(Issued-24/05/2018) | New Construction - Duplex     | ART CUSTOM HOMES INC         | 1     | Meadowview Park           | \$265,000.00   |
| PRBD201802079<br>(Issued-31/05/2018) | New Construction - Duplex     | AREO HOMES PVT LTD           | 1     | West Haven                | \$269,000.00   |
| PRBD201802082<br>(Issued-31/05/2018) | New Construction - Duplex     | AREO HOMES PVT LTD           | 1     | West Haven                | \$273,000.00   |
| PRBD201802085<br>(Issued-29/05/2018) | New Construction - Duplex     | AREO HOMES PVT LTD           | 1     | West Haven                | \$273,000.00   |
| PRBD201802086<br>(Issued-29/05/2018) | New Construction - Duplex     | AREO HOMES PVT LTD           | 1     | West Haven                | \$273,000.00   |
| Subtotal                             |                               | 10                           | 10    |                           | \$2,768,000.00 |
| Government/Institutional             |                               |                              |       |                           |                |
| Permit                               | Type of Work                  | Builder                      | Units | Area                      | Valuation      |



## Building Permit Detail Summary

May 1, 2018-May 31, 2018 (inclusive)

|                                       |                                       |                                       |              |                           |                        |
|---------------------------------------|---------------------------------------|---------------------------------------|--------------|---------------------------|------------------------|
| PRBD201702716<br>(Finaled-18/05/2018) | New Construction                      | Maple Reinders Constructors Ltd       |              | Woodbend                  | \$1,936,000.00         |
| PRBD201801742<br>(Issued-17/05/2018)  | Accessory Structure - Temporary       | INFINITE EVENT SERVICES               |              | South Park                | \$5,000.00             |
| PRBD201802007<br>(Issued-25/05/2018)  | Alteration and improvements           | CLARK BUILDERS                        |              | Alexandra Park            | \$40,000.00            |
| <b>Subtotal</b>                       |                                       | <b>3</b>                              |              |                           | <b>\$ 1,981,000.00</b> |
| <b>Industrial</b>                     |                                       |                                       |              |                           |                        |
| <b>Permit</b>                         | <b>Type of Work</b>                   | <b>Builder</b>                        | <b>Units</b> | <b>Area</b>               | <b>Valuation</b>       |
| PRBD201801507<br>(Issued-17/05/2018)  | Alteration and improvements           | PRESCOTT CONSTRUCTION LTD             |              | Northeast Industrial Park | \$30,000.00            |
| PRBD201801555<br>(Issued-15/05/2018)  | Alteration and improvements           | EAGLE BUILDERS LP                     |              | Leduc Business Park       | \$800,000.00           |
| <b>Subtotal</b>                       |                                       | <b>2</b>                              |              |                           | <b>\$830,000.00</b>    |
| <b>Other Residential</b>              |                                       |                                       |              |                           |                        |
| <b>Permit</b>                         | <b>Type of Work</b>                   | <b>Builder</b>                        | <b>Units</b> | <b>Area</b>               | <b>Valuation</b>       |
| PRBD201800183<br>(Finaled-17/05/2018) | Accessory Structure - Pergola         | WYLIE NATHAN P                        |              | Robinson                  | \$5,000.00             |
| PRBD201800961<br>(Issued-09/05/2018)  | Secondary suite                       | LEBLANC JASON                         |              | Southfork                 | \$50,000.00            |
| PRBD201801212<br>(Issued-01/05/2018)  | Alteration and improvements           | CANWEST CONCRETE CUTTING & CORING INC |              | Caledonia Park            | \$2,000.00             |
| PRBD201801247<br>(Issued-02/05/2018)  | Accessory Structure - Detached Garage | TRIUMPH HOMES LTD                     |              | Black Stone               | \$12,000.00            |
| PRBD201801332<br>(Issued-17/05/2018)  | Basement Development                  | STECKLY ROGER                         |              | Southfork                 | \$13,000.00            |
| PRBD201801369<br>(Issued-02/05/2018)  | Accessory Structure - Detached Garage | Johnson Sandy                         |              | Southfork                 | \$12,000.00            |
| PRBD201801409<br>(Issued-02/05/2018)  | Accessory Structure - Detached Garage | Prominent Homes Edmonton Ltd          |              | Deer Valley               | \$14,000.00            |
| PRBD201801417<br>(Issued-04/05/2018)  | Addition - Deck Cover/Roof            | CARON DOUGLAS EDWARD                  |              | Corinthia Park            | \$1,000.00             |
| PRBD201801418<br>(Issued-03/05/2018)  | Accessory Structure - Detached Garage | TRIUMPH HOMES LTD                     |              | Black Stone               | \$12,000.00            |



## Building Permit Detail Summary

**May 1, 2018-May 31, 2018** (inclusive)

|                                       |                                       |                                   |  |                 |              |
|---------------------------------------|---------------------------------------|-----------------------------------|--|-----------------|--------------|
| PRBD201801419<br>(Issued-02/05/2018)  | Accessory Structure - Detached Garage | TRIUMPH HOMES LTD                 |  | Black Stone     | \$12,000.00  |
| PRBD201801420<br>(Issued-02/05/2018)  | Accessory Structure - Deck Uncovered  | ACCENT LANDSCAPE CREATIONS LTD    |  | Windrose        | \$5,000.00   |
| PRBD201801441<br>(Issued-03/05/2018)  | Basement Development                  | Tymofichuk Alan                   |  | Southfork       | \$19,000.00  |
| PRBD201801457<br>(Issued-02/05/2018)  | Basement Development                  | DERECH ADAM R                     |  | Southfork       | \$22,000.00  |
| PRBD201801476<br>(Finaled-03/05/2018) | Accessory Structure - Deck Uncovered  | HAHN KENNETH LEE                  |  | Robinson        | \$5,000.00   |
| PRBD201801477<br>(Issued-04/05/2018)  | Accessory Structure - Detached Garage | Prominent Homes Edmonton Ltd      |  | Black Stone     | \$13,500.00  |
| PRBD201801478<br>(Issued-17/05/2018)  | Alteration and improvements           | SERVICEMASTER/ 961945 ALBERTA LTD |  | West Haven      | \$500,000.00 |
| PRBD201801481<br>(Issued-03/05/2018)  | Accessory Structure - Detached Garage | Prominent Homes Edmonton Ltd      |  | Black Stone     | \$12,000.00  |
| PRBD201801483<br>(Issued-08/05/2018)  | Accessory Structure - Detached Garage | Prominent Homes Edmonton Ltd      |  | Black Stone     | \$13,500.00  |
| PRBD201801484<br>(Issued-09/05/2018)  | Basement Development                  | HOMES BY SHER-BILT INC            |  | Windrose        | \$50,000.00  |
| PRBD201801485<br>(Issued-08/05/2018)  | Accessory Structure - Deck Uncovered  | SM & AG INC.                      |  | Windrose        | \$5,000.00   |
| PRBD201801486<br>(Issued-08/05/2018)  | Basement Development                  | SM & AG INC.                      |  | Windrose        | \$37,800.00  |
| PRBD201801487<br>(Issued-08/05/2018)  | Basement Development                  | BREUER HENRI DONNE                |  | Robinson        | \$15,000.00  |
| PRBD201801508<br>(Issued-08/05/2018)  | Basement Development                  | HALL MICHELLE                     |  | Southfork       | \$35,000.00  |
| PRBD201801514<br>(Issued-28/05/2018)  | Basement Development                  | VICTORY HOMES LTD                 |  | Meadowview Park | \$25,000.00  |
| PRBD201801541<br>(Issued-08/05/2018)  | Basement Development                  | KOENS MITCHELL A                  |  | Robinson        | \$20,000.00  |
| PRBD201801545<br>(Issued-09/05/2018)  | Basement Development                  | JACOB'S CONSTRUCTION              |  | Windrose        | \$50,000.00  |



## Building Permit Detail Summary

**May 1, 2018-May 31, 2018** (inclusive)

|                                       |   |   |  |                 |             |
|---------------------------------------|---|---|--|-----------------|-------------|
| PRBD201801564<br>(Finaled-11/05/2018) | Accessory Structure - Pergola           | ANEW VIEW LANDSCAPING<br>CONSTRUCTION LTD |  | Windrose        | \$5,000.00  |
| PRBD201801571<br>(Issued-08/05/2018)  | Basement Development                    | BOWLES MARK E                             |  | Suntree         | \$30,000.00 |
| PRBD201801574<br>(Issued-08/05/2018)  | Accessory Structure - Deck<br>Uncovered |   |  | Southfork       | \$5,000.00  |
| PRBD201801585<br>(Finaled-14/05/2018) | Accessory Structure - Pergola           | Elizabeth Eyben                           |  | South Park      | \$5,000.00  |
| PRBD201801601<br>(Issued-14/05/2018)  | Accessory Structure - Deck<br>Uncovered | SIMPSON JODY M                            |  | Meadowview Park | \$3,000.00  |
| PRBD201801605<br>(Issued-28/05/2018)  | Addition - Deck Cover/Roof              | HIS AND HERS DECKING LTD                  |  | Southfork       | \$10,000.00 |
| PRBD201801606<br>(Issued-08/05/2018)  | Alteration and improvements             | HUCKABAY RONALD                           |  | Caledonia Park  | \$1,500.00  |
| PRBD201801608<br>(Issued-14/05/2018)  | Secondary suite                         | DYCK GORDON                               |  | Corinthia Park  | \$50,000.00 |
| PRBD201801610<br>(Issued-15/05/2018)  | Accessory Structure - Deck<br>Uncovered | HART CHRISTOPHER A                        |  | Robinson        | \$5,000.00  |
| PRBD201801612<br>(Issued-17/05/2018)  | Accessory Structure - Deck<br>Uncovered | BERGER DAYNE M                            |  | Southfork       | \$7,000.00  |
| PRBD201801657<br>(Issued-29/05/2018)  | Secondary suite                         | Gaudreault Barb                           |  | Willow Park     | \$50,000.00 |
| PRBD201801707<br>(Finaled-17/05/2018) | Accessory Structure - Pergola           | BHOSLE GOPAL                              |  | Southfork       | \$3,000.00  |
| PRBD201801732<br>(Issued-08/05/2018)  | Basement Development                    | CROZIER ANDREW D                          |  | Black Stone     | \$10,000.00 |
| PRBD201801739<br>(Issued-17/05/2018)  | Basement Development                    | WILKIN KYLE                               |  | Robinson        | \$5,000.00  |
| PRBD201801750<br>(Issued-30/05/2018)  | Accessory Structure - Deck<br>Uncovered | STEYN RUDOLF J                            |  | West Haven      | \$3,300.00  |
| PRBD201801753<br>(Issued-17/05/2018)  | Accessory Structure - Deck<br>Uncovered | SANTOS MARK R                             |  | Robinson        | \$4,500.00  |
| PRBD201801770<br>(Issued-28/05/2018)  | Accessory Structure - Deck<br>Uncovered | ACKERMAN JOHN W                           |  | Suntree         | \$5,000.00  |





## Building Permit Detail Summary

May 1, 2018-May 31, 2018 (inclusive)

|                                       |  |  |              |                  |                       |
|---------------------------------------|--|--|--------------|------------------|-----------------------|
| PRBD201801771<br>(Issued-25/05/2018)  | Alteration and improvements                    | OFFREY JOSHUA                          |              | Deer Valley      | \$800.00              |
| PRBD201801786<br>(Finaled-18/05/2018) | Accessory Structure - Pergola                  | TILLACK LAURA M                        |              | West Haven       | \$5,000.00            |
| PRBD201801798<br>(Issued-23/05/2018)  | Accessory Structure - Deck<br>Uncovered        | JACOBI LANCE                           |              | Willow Park      | \$3,000.00            |
| PRBD201801835<br>(Issued-28/05/2018)  | Accessory Structure - Deck<br>Uncovered        | GUPTA SAURAV                           |              | Southfork        | \$5,000.00            |
| PRBD201801846<br>(Issued-30/05/2018)  | Accessory Structure - Deck<br>Uncovered        | DALTON SEAN                            |              | Meadowview Park  | \$5,000.00            |
| PRBD201801884<br>(Issued-22/05/2018)  | Demolition                                     | 1943478 AB LTD/ ALARIA<br>CONSTRUCTION |              | Willow Park      | \$25,000.00           |
| PRBD201801888<br>(Issued-30/05/2018)  | Alteration and improvements                    | LUNDGREN WARREN J                      |              | Corinthia Park   | \$10,000.00           |
| <b>Subtotal</b>                       |  | <b>50</b>                              |              |                  | <b>\$1,216,900.00</b> |
| <b>Single Detached Dwelling</b>       |  |  |              |                  |                       |
| <b>Permit</b>                         | <b>Type of Work</b>                            | <b>Builder</b>                         | <b>Units</b> | <b>Area</b>      | <b>Valuation</b>      |
| PRBD201801216<br>(Issued-02/05/2018)  | New Construction - Single<br>Detached Dwelling | CORONA CUSTOM PROJECTS INC             | 1            | Lakeside Estates | \$400,000.00          |
| PRBD201801333<br>(Issued-16/05/2018)  | New Construction - Single<br>Detached Dwelling | Pacesetter Homes Partnership           | 1            | Meadowview Park  | \$367,000.00          |
| PRBD201801335<br>(Issued-02/05/2018)  | New Construction - Single<br>Detached Dwelling | BEDROCK HOMES LIMITED                  | 1            | Woodbend         | \$297,000.00          |
| PRBD201801364<br>(Issued-29/05/2018)  | New Construction - Single<br>Detached Dwelling | ART CUSTOM HOMES INC                   | 1            | Meadowview Park  | \$403,000.00          |
| PRBD201801475<br>(Issued-03/05/2018)  | New Construction - Single<br>Detached Dwelling | Prominent Homes Edmonton Ltd           | 1            | Black Stone      | \$250,000.00          |
| PRBD201801479<br>(Issued-04/05/2018)  | New Construction - Single<br>Detached Dwelling | Prominent Homes Edmonton Ltd           | 1            | Black Stone      | \$272,000.00          |
| PRBD201801482<br>(Issued-04/05/2018)  | New Construction - Single<br>Detached Dwelling | Prominent Homes Edmonton Ltd           | 1            | Black Stone      | \$250,000.00          |
| PRBD201801569<br>(Issued-17/05/2018)  | New Construction - Single<br>Detached Dwelling | Lincolnberg Homes Ltd                  | 1            | Black Stone      | \$279,000.00          |
| PRBD201801650<br>(Issued-08/05/2018)  | New Construction - Single<br>Detached Dwelling | CRANSTON HOMES LTD                     | 1            | Meadowview Park  | \$298,000.00          |



## Building Permit Detail Summary

May 1, 2018-May 31, 2018 (inclusive)

|                                      |   |                              |           |                 |                         |
|--------------------------------------|---|------------------------------|-----------|-----------------|-------------------------|
| PRBD201801675<br>(Issued-23/05/2018) | New Construction - Single Detached Dwelling | ENCORE MASTER BUILDER INC.   | 1         | West Haven      | \$291,657.57            |
| PRBD201801678<br>(Issued-08/05/2018) | New Construction - Single Detached Dwelling | JAYMAN BUILT LTD             | 1         | Southfork       | \$334,000.00            |
| PRBD201801680<br>(Issued-07/05/2018) | New Construction - Single Detached Dwelling | JAYMAN BUILT LTD             | 1         | Southfork       | \$394,000.00            |
| PRBD201801702<br>(Issued-07/05/2018) | New Construction - Single Detached Dwelling | VICTORY HOMES LTD            | 1         | Meadowview Park | \$366,000.00            |
| PRBD201801706<br>(Issued-24/05/2018) | New Construction - Single Detached Dwelling | ART CUSTOM HOMES INC         | 1         | Meadowview Park | \$403,000.00            |
| PRBD201801722<br>(Issued-09/05/2018) | New Construction - Single Detached Dwelling | HOMES BY AVI (EDMONTON) LP   | 1         | Southfork       | \$482,000.00            |
| PRBD201801968<br>(Issued-23/05/2018) | New Construction - Single Detached Dwelling | HOMES BY AVI (EDMONTON) LP   | 1         | Southfork       | \$423,698.00            |
| PRBD201802040<br>(Issued-28/05/2018) | New Construction - Single Detached Dwelling | HOMES BY SHER-BILT INC       | 1         | Meadowview Park | \$400,000.00            |
| PRBD201802126<br>(Issued-31/05/2018) | New Construction - Single Detached Dwelling | Prominent Homes Edmonton Ltd | 1         | Deer Valley     | \$311,000.00            |
| PRBD201802133<br>(Issued-31/05/2018) | New Construction - Single Detached Dwelling | Prominent Homes Edmonton Ltd | 1         | Deer Valley     | \$311,000.00            |
| <b>Subtotal</b>                      | <b>19</b>                                   |                              | <b>19</b> |                 | <b>\$6,532,355.57</b>   |
| <b>Total</b>                         | <b>86</b>                                   |                              | <b>29</b> |                 | <b>\$ 13,387,255.57</b> |

### TOTAL RESIDENTIAL UNITS COMPARISON OF 2018 TO 2017

| YEAR 2018           | Single Family | Duplex (side by side and up & down) | Multi Family (3-plex, 4-plex, townhouse, rowhousing and apartments) |
|---------------------|---------------|-------------------------------------|---|
|                     | No. of Units  | No. of Units                        | No. of Units  |
| January             | 25            | 4                                   | 4   |
| February            | 23            | 3                                   | 0   |
| March               | 19            | 2                                   | 8   |
| April               | 17            | 16                                  | 0   |
| May                 | 19            | 10                                  | -   |
| June                |               |                                     |   |
| July                |               |                                     |   |
| August              |               |                                     |   |
| September           |               |                                     |   |
| October             |               |                                     |   |
| November            |               |                                     |   |
| December            |               |                                     |   |
| Year-to-date Totals | 103           | 35                                  | 12  |

| YEAR 2017           | Single Family | Duplex (side by side and up & down) | Multi Family (3-plex, 4-plex, townhouse, rowhousing and apartments) |
|---------------------|---------------|-------------------------------------|---|
|                     | No. of Units  | No. of Units                        | No. of Units  |
| January             | 6             | 4                                   | 29  |
| February            | 15            | 2                                   | 4   |
| March               | 15            | 6                                   | -   |
| April               | 13            | 4                                   | -   |
| May                 | 37            | 2                                   | -   |
| June                |               |                                     |   |
| July                |               |                                     |   |
| August              |               |                                     |   |
| September           |               |                                     |   |
| October             |               |                                     |   |
| November            |               |                                     |   |
| December            |               |                                     |   |
| Year-to-date Totals | 86            | 18                                  | 33  |

## TOTAL PERMIT VALUE COMPARISON OF 2018 TO 2017

| Year 2018           | Residential Permits | Commercial Permits | Institutional Permits | Industrial Permits | Total of all Building Permits |
|---------------------|---------------------|--------------------|-----------------------|--------------------|-------------------------------|
| January             | \$ 11,972,203.59    | \$ 803,000.00      | \$ -                  | \$ 240,207.00      | \$ 13,015,410.59              |
| Feburary            | \$ 10,816,251.42    | \$ 235,000.00      | \$ 400,000.00         | \$ 10,000.00       | \$ 11,461,251.42              |
| March               | \$ 10,585,472.33    | \$ 8,000.00        | \$ -                  | \$ -               | \$ 10,593,472.33              |
| April               | \$ 11,218,088.00    | \$ 73,000.00       | \$ 156,600.00         | \$ 309,000.00      | \$ 11,756,688.00              |
| May                 | \$ 10,517,255.57    | \$ 59,000.00       | \$ 1,981,000.00       | \$ 830,000.00      | \$ 13,387,255.57              |
| June                |                     |                    |                       |                    |                               |
| July                |                     |                    |                       |                    |                               |
| August              |                     |                    |                       |                    |                               |
| September           |                     |                    |                       |                    |                               |
| October             |                     |                    |                       |                    |                               |
| November            |                     |                    |                       |                    |                               |
| December            |                     |                    |                       |                    |                               |
| Year-to-date Totals | \$ 55,109,270.91    | \$ 1,178,000.00    | \$ 2,537,600.00       | \$ 1,389,207.00    | \$ 60,214,077.91              |

| Year 2017           | Residential Permits | Commercial Permits | Institutional Permits | Industrial Permits | Total of all Building Permits |
|---------------------|---------------------|--------------------|-----------------------|--------------------|-------------------------------|
| January             | \$ 3,527,200.00     | \$ 260,000.00      | \$ -                  | \$ 49,000.00       | \$ 3,836,200.00               |
| Feburary            | \$ 6,394,500.00     | \$ 150,000.00      | \$ 5,000.00           | \$ 82,000.00       | \$ 6,631,500.00               |
| March               | \$ 7,355,867.43     | \$ 241,500.00      | \$ 35,000.00          | \$ 70,000.00       | \$ 7,702,367.43               |
| April               | \$ 5,679,040.00     | \$ 452,879.00      | \$ 144,000.00         | \$ -               | \$ 6,275,919.00               |
| May                 | \$ 14,259,804.48    | \$ 475,000.00      | \$ 1,138,000.00       | \$ 1,047,391.00    | \$ 16,920,195.48              |
| June                |                     |                    |                       |                    |                               |
| July                |                     |                    |                       |                    |                               |
| August              |                     |                    |                       |                    |                               |
| September           |                     |                    |                       |                    |                               |
| October             |                     |                    |                       |                    |                               |
| November            |                     |                    |                       |                    |                               |
| December            |                     |                    |                       |                    |                               |
| Year-to-date Totals | \$ 37,216,411.91    | \$ 1,579,379.00    | \$ 1,322,000.00       | \$ 1,248,391.00    | \$ 41,366,181.91              |



# **ADJOURNMENT**