

**CITY OF LEDUC
COUNCIL MEETING AGENDA**



Monday, August 19, 2019, 7:00 P.M.
Council Chambers, Leduc Civic Centre
1 Alexandra Park, Leduc, Alberta

	Pages
1. CALL TO ORDER	
2. ADOPTION OF AGENDA	
3. ITEMS FOR DISCUSSION AND RELATED BUSINESS	
3.1 Select Items for Debate	
3.2 Vote on Items not Selected for Debate	
4. ADOPTION OF PREVIOUS MINUTES	
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5. RECOGNITION ITEMS	
6. PUBLIC COMMENTARY	
7. PUBLIC HEARING	
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8. PRESENTATIONS	
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FIRST ITEM OF BUSINESS	
(M. Bruce, CEO L. Tremblay, VP Strategy & Innovation)	
(Presentation Attached)	
9. BUSINESS	
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(S. Davis / C. Kuzio)	

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	(J. Cannon)	
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9.5	Arterial Name Approval ("Pioneer Road")	108 - 120
	(K. Woitt)	
10.	BYLAWS	
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10.3	Bylaw No. 1032-2019 - A Bylaw to Amend Bylaw No. 809-2013 - Land Use Bylaw (1st Reading)	174 - 177
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12.	IN-CAMERA ITEMS	
13.	RISE AND REPORT FROM IN-CAMERA ITEMS	
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15.3 Newly Issued Business Licences

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16. ADJOURNMENT

**MINUTES OF THE CITY OF LEDUC
COUNCIL MEETING**

Monday, July 8, 2019

Present: Mayor B. Young, Councillor B. Beckett, Councillor G. Finstad,
Councillor L. Hansen, Councillor T. Lazowski, Councillor L. Tillack
Absent: Councillor B. Hamilton
Also Present: P. Benedetto, City Manager, M. Hormazabal, Deputy City Clerk

1. CALL TO ORDER

Mayor B. Young called the meeting to order at 7:00 pm.

2. ADOPTION OF AGENDA

MOVED by Councillor L. Hansen

That the agenda be adopted as presented.

Motion Carried Unanimously

3. ITEMS FOR DISCUSSION AND RELATED BUSINESS

3.1 Select Items for Debate

The following items were selected for debate:

9. BUSINESS

9.1 2019 Budget Survey Results

9.2 Eco-Station Update 2019

3.2 Vote on Items not Selected for Debate

Votes recorded under item headings.

4. ADOPTION OF PREVIOUS MINUTES

4.1 Approval of Minutes of the Council Meeting held June 24, 2019

MOVED by Councillor L. Hansen

That the minutes of the Council Meeting held June 24, 2019, be approved as presented.

Motion Carried Unanimously

5. RECOGNITION ITEMS

There were no Recognition Items for the agenda.

6. PUBLIC COMMENTARY

There was no Public Commentary.

7. PUBLIC HEARING

There were no Public Hearings for the agenda.

8. PRESENTATIONS

There were no Presentations for the agenda.

9. BUSINESS

9.1 2019 Budget Survey Results

J. Cannon, Acting General Manager, Corporate Services, introduced P. Kyba, Advanis Inc.

P. Kyba, made a PowerPoint presentation (Attached to the Agenda) and answered Council's questions.

9.2 Eco-Station Update 2019

K. Chomlak, Environmental Sustainability Coordinator, made a PowerPoint presentation (Attached to the Agenda) and answered Council's questions.

9.3 2019 Golf Course Partnership Financial Requirements

MOVED by Councillor B. Beckett

That Council approve an operating expenditure of up to \$75,000, for completion of the agreement, inspect the water and sewer services complete environmental assessments level 1 and 2, level 2 only if required, and establish what the facility needs will be going forward, to be funded through the general contingency reserve.

Motion Carried Unanimously

MOVED by Councillor B. Beckett

That Council approve a capital expenditure of up to \$170,000, for verification of the quality and the repair of services should they be required, land transfer, geotechnical investigation, and the design process for the new facility, to be funded through the general contingency reserve.

Motion Carried Unanimously

MOVED by Councillor B. Beckett

That Council approve a capital expenditure of up to \$200,000, for tarps to protect the greens to be funded through the general contingency reserve.

Motion Carried Unanimously

10. BYLAWS

10.1 Bylaw No. 1013-2018 - Redistricting Meadowview Stage 17 (3rd Reading)

Administration recommends that Bylaw No. 1013-2018 receive third reading.

MOVED by Councillor B. Beckett

That Council give Bylaw No. 1013-2018 third reading.

Motion Carried Unanimously

11. PUBLIC COMMENTARY

There was no public commentary.

12. IN-CAMERA ITEMS

There were no In-Camera Items for the agenda.

13. RISE AND REPORT FROM IN-CAMERA ITEMS

14. UPDATES FROM BOARDS & COMMITTEES

14.1 Council Member Updates from Boards & Committees

There were no updates.

14.2 Council Member Updates from Commissions, Authorities, Other

There were no updates.

15. INFORMATION REPORTS

15.1 Mayor's Report

There was no discussion.

15.2 Building Inspector's Report

There was no discussion.

15.3 Newly Issued Business Licences

There was no discussion.

16. ADJOURNMENT

The Council meeting adjourned at 7:44 pm.

B. YOUNG, Mayor

M. HORMAZABAL, Deputy City Clerk

NOTICE OF PUBLIC HEARING

AMENDMENT TO THE DEER VALLEY AREA STRUCTURE PLAN

SE ¼ SECTION 33-49-25-W4

Page 8 of 190

Under the Municipal Government Act, the City of Leduc may, by Bylaw, adopt or amend an area structure plan for the purpose of providing a framework for subsequent subdivision and development of an area. The proposed bylaw amending an area structure plan must be published to allow citizens an opportunity to clarify what is proposed, ask questions, or present objections at a required public hearing held prior to Council approving the amendment to the area structure plan.

Bylaw No. 1024-2019

The purpose of proposed Bylaw No. 1024-2019 is to amend the Deer Valley Area Structure Plan (ASP). This proposed amendment focuses on the undeveloped northern half of the lands, recently rebranded as the neighbourhood of Creekside. In 2017, the Black Gold Regional School Division released its interest in the 2.85 ha school site identified within the ASP on the northern portion of the quarter section, thus requiring the developer to re-plan the area with alternative land uses. The proposal repurposes the old school site on the Creekside lands for low and medium-density residential development.

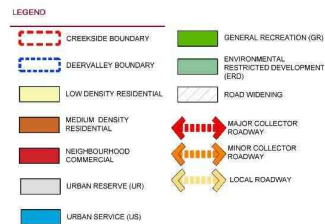
A copy of the proposed bylaw that will be presented to City Council may be inspected by the public between the hours of 8:30 a.m. and 12:00 noon and 1:00 p.m. and 4:30 p.m. at the Office of the City Clerk, City Hall, Leduc Civic Centre,

1 Alexandra Park, 46th Avenue and 48A Street, Leduc, Alberta. Inquiries respecting the proposed bylaw may be made at the City's Planning and Development Department or by contacting April Renneberg at (780) 980-8439. A copy of the proposed bylaw may also be viewed on the City's website at www.leduc.ca under 'Government > Public Hearings.'

Public Hearing – August 19, 2019

At its meeting on Monday, August 19, 2019 at 7:00 p.m. or as soon thereafter as may be convenient, in the Council Chambers, City Hall, Leduc Civic Centre, 1 Alexandra Park, 46th Avenue and 48A Street, Leduc, City Council will hold a public hearing on the proposed bylaw. All interested persons may be heard by Council prior to the proposed bylaw being considered for second reading. Any person who wishes to speak to City Council at the time of the public hearing is requested to advise the City Clerk's Office, at 780-980-7177 before 12:00 noon, Friday, August 16, 2019. They may also be heard by responding to the Mayor's call for delegations at the time of the public hearing. Written submissions must be submitted to the City Clerk's Office, City Hall, before 12:00 noon, Monday, August 19, 2019.

This notice is being advertised in the August 2 and 9, 2019 issues of this newspaper.



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CITY OF
Leduc



Bylaw No. 1024-2019

Page 1

AMENDMENT TO DEER VALLEY AREA STRUCTURE PLAN, BYLAW NO. 511-2002

The *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended (the "Act") grants a municipality the authority to adopt by Bylaw an Area Structure Plan for the purpose of providing a framework for subsequent subdivision and development of an area of land in a municipality;

AND: Bylaw No. 511-2002 adopts the Deer Valley Area Structure Plan, passed by Council on May 13, 2002 and subsequently amended by Council on December 13, 2004; June 12, 2006; and July 15, 2008;

AND: Council has deemed it expedient and necessary to further amend Bylaw No. 511-2002;

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 II: APPLICATION

1. **THAT:** That Bylaw 511-2002 be amended as follows:
- a. This Bylaw be cited as the Deer Valley/Creekside Area Structure Plan Bylaw;
 - b. Schedule "A" of Bylaw No. 511-2002 be amended in accordance with the attached Schedule "A".

PART III: ENACTMENT

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

READ A FIRST TIME IN COUNCIL THIS _____ OF _____, AD 2019.

READ A SECOND TIME IN COUNCIL THIS _____ DAY OF _____, AD 2019.

READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS _____ DAY OF _____, AD 2019.

Robert Young
MAYOR

Sandra Davis
CITY CLERK

Date Signed

Deer Valley | Creekside

AMENDMENT TO THE DEER VALLEY ASP ASSESSMENT REPORT

S.E. ¼ Sec.33, Twp.49, Rge.25, W4M

26 April 2019

Submitted to: City of Leduc



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- Figure 3: Parks & Open Spaces
- Figure 4: Road Classification Plan
- Figure 5: Active Transportation Plan
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- Figure 7: Sanitary Collection System
- Figure 8: Stormwater Management System
- Figure 9: Relocation of Gas Line
- Figure 10: Phasing Plan

1.0. Introduction

1.1. PURPOSE AND PROJECT LOCATION

The purpose of this document is to describe the vision, development objectives, and proposed land uses for a portion of the S.E. ¼ Sec.33, Twp.49, Rge.25, W4M, which is part of the Deer Valley/Creekside Area Structure Plan (hereinafter referred to as “the Plan”) located in Leduc, AB. This document serves to support our client’s intention to amend the Deer Valley ASP by identifying how proposed changes to the plan align with the existing vision and policies as identified in the City’s existing planning documents and the *Edmonton Metropolitan Region Growth Plan* (EMRGP).

The reason for amending the Plan is attributed to a change in the land use plan, which originally designated a 2.85-hectare parcel in the north west corner as School Reserve. Through discussions with City administration and Black Gold Regional School Division, it was confirmed that there was no longer a desire or plausible need to locate a school at this location, and subsequently the future land use for this portion of the plan area is being reconsidered as medium-density residential. Since the Plan was originally completed in 2008, there have been many changes in Leduc. With the recent adoption of the EMRGP, along with updates to a number of the City’s planning documents (*Municipal Development Plan* in 2012, *Strategic Plan* in 2014, *Intermunicipal Development Plan* in 2017), the portion of lands currently undeveloped, known as Creekside, need to be consistent with these documents. In carrying out the amendment to the Plan for the Creekside area the City also requested that the Plan reflect the entire area to clean up the Plan based on changes that have occurred previously. Therefore, this amendment includes the entire Area Structure Plan, however, the main focus is on the changes arising that relate purely to the Creekside area.

The project location is shown on **Figure 1 – Project location**. This boundary encompasses the final phase of the Deer Valley/Creekside ASP, however, there is a portion of the Deer Valley ASP to the south of the creek along Deer Valley Drive that is yet to be developed.



Figure 1. Creekside and Deer Valley ASP Boundary

1.2. EXISTING CONDITIONS

The subject lands are predominately built out, with effectively the Creekside (Phase 4) area remaining undeveloped, resulting in the majority of the lands containing residential buildings of a variety of forms (ranging from single – multi units) (refer to Figure 2). On the corner of 50 Ave and Deer Valley Drive exists a small commercial site providing services to residents and beyond that is part of the original Plan. The development also includes the provision of an Environmental Reserve that protects an existing watercourse along with a naturalized stormwater pond. The land is relatively flat with the Creekside phase, containing some mild undulation and existing wetlands.

A developed neighbourhood Park exists on the corner of Ameena Drive and Deer Valley Drive and a multiway extends on the east side of Deer Valley Drive running in a north south direction. The Creekside portion of the Plan adjoins the Environmental Reserve and Community Park. Currently an existing natural gas line runs through the Creekside and Park lands and will require relocation.

1.3. OBJECTIVES

The Plan updates Creekside based on the changes to the land uses while also cleaning up historical changes to the original Plan. The key objectives of the Plan are:

- To provide diversity in the housing stock that provides affordable choices to residents.
- To provide a Sense of Place within the community through enhancement of natural areas, creation of parks and open space, combined with a connected trail system and local commercial site.
- To increase density in accordance with the recently adopted Edmonton Metropolitan Region Growth Plan.
- To create a transportation network that is consistent with the City's Transportation Master Plan.
- To provide water, sanitary and stormwater services to support the development.
- To provide housing within close proximity to major nodes of employment.

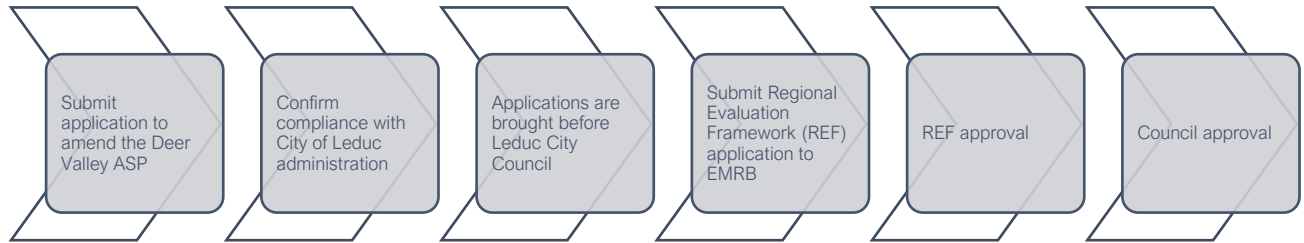
A thorough review was conducted of all relevant planning documents, both statutory and non-statutory, for the purpose of demonstrating how this amendment will ultimately be in accordance with the City's policies and aligned with the growth & development objectives of the wider region.

1.4. APPROVAL PROCESS

Approval of the Plan amendment will be undertaken as per the *City of Leduc Area Structure Plan & Outline Plan Guidelines*. For the purpose of providing greater clarity to The Plan, it is our understanding that it would be in the best interests of the City and the Developer to rescind the entire existing ASP and draft a new document which would include all of the approved and proposed amendments in one consistent document.

Following confirmation of compliance by the City of Leduc's Planning & Development Department, the ASP amendment shall be referred to Council with a recommendation that Council approve the proposed rezoning and ASP amendment. Following Council's first reading of the proposed bylaw, an

application under the Regional Evaluation Framework (REF) will be made to the Edmonton Metropolitan Region Board for review and subsequent approval.



2.0. Municipal & Regional Policy Context

The proposed amendment to the Plan is guided by a hierarchy of planning documents. These documents were reviewed and referenced to achieve consistency with the proposed land use and the plan amendment aligns with the larger planning framework.

2.1. STATUTORY & NON-STATUTORY PLANS

2.1.1. Edmonton Metropolitan Region Growth Plan (EMRGP)

The City of Leduc is a member of the Edmonton Metropolitan Region Board which is comprised of 13 municipalities in the Edmonton Metropolitan Region. The *Edmonton Metropolitan Region Growth Plan* (EMRGP) provides a 50-year vision for the region as well as principles and policies to guide growth over the next 30 years through integrated land use, infrastructure, and transportation, with an emphasis on sustainable communities. The EMRGP is applicable to the amending portion of the Area Structure Plan (ASP) known as Creekside, as the remaining lands have effectively been developed under the original ASP. Because of changes over time, the City has requested that this Plan reflect previous changes to create one ASP document.

2.1.1.1. Planning Elements

The Plan is located within the Metropolitan Area as indicated on Schedule 2 of the EMRGP.

2.1.1.2. Applicable Policies

The following are considered the key policies that are applicable to the Creekside undeveloped lands of the Plan.

Edmonton Metropolitan Region Growth Plan

***Objective 1.4:** Promote the livability and prosperity of the Region and plan for the needs of a changing population and workforce*

***Policies 1.4.1** To improve housing diversity in the Region, market affordable and non-market housing will be planned and developed within close commuting distance to major employment areas and within centres, appropriate to the level of service and amenities identified in Table 1A-C.*

***OBJECTIVE 3.1** Plan and develop complete communities within each policy tier to accommodate people's daily needs for living at all ages Policies*

***3.1.1** Built-up urban areas and greenfield areas will be planned and developed as complete communities generally in accordance with Table 1A-C.*

Edmonton Metropolitan Region Growth Plan

3.1.4 In the metropolitan area, greenfield areas will be planned and developed as complete communities that:

- a. are compact, contiguous, and incorporate a mix of uses;*
- b. are accessible and age-friendly;*
- c. provide a diversity of housing options in terms of density and built form;*
- d. achieve the minimum greenfield density, in accordance with Schedule 6;*
- e. incorporate an interconnected street network and urban form to support active transportation;*
- f. integrate local services, amenities, institutional and commercial uses with residential development, within buildings and/or within a five-minute walk (400 metres);*
- g. incorporate higher density uses along existing and planned transit corridors and at major transit stations; and*
- h. provide high quality parks, trails and open spaces.*

OBJECTIVE 3.2 *Plan for and promote a range of housing options*

Policies

3.2.1 Housing will be planned and developed to address the changing demographics in the Region by including housing that offers a diversity of types, forms and levels of affordability to support a variety of lifestyle options, income levels and to meet the needs of all residents.

Creekside will provide a diversity in housing choices within close proximity to major employment of the airport and City of Leduc. This phase includes housing options ranging from mid-rise, townhouses, a range of duplexes through to single residential dwellings. The phase is a contiguous urban development of the Plan and is within close proximity to a small commercial business hub, major shopping centre (Leduc Common) located along 50th Avenue and downtown City of Leduc.

The proposed development of Creekside continues with providing a comprehensive active transportation corridor through the incorporation of sidewalks throughout the neighbourhood, the creation of a trail system east to west that adjoins the Environmental Reserve and a continuation of a north south accessible 3.0 m wide multi-way.

In relation to densities outlined under Schedule 6 of the EMRGP, Creekside falls under the requirement of meeting the minimum greenfield Density of 35 (du/nrha). Section 3, Table 2 of this report illustrates that a minimum of 58 (du/nrha) will be achieved that will contribute to increasing the overall density of the Plan to 43 (du/nrha).

2.1.2. City of Leduc / Leduc County Intermunicipal Development Plan

The County and City of Leduc adopted an Intermunicipal Development Plan (IDP) in 2011 with the purpose of creating a joint plan to address a range of issues and interests of common concern.

2.1.2.1. Planning Elements

The Plan is contained within the IDP Area as indicated in Figure 2 of the IDP document.

2.1.2.2. Applicable Policies

Intermunicipal Development Plan

4.2.2 RESIDENTIAL POLICIES

Area Structure Plans Required

4.2.2.2 No new multi-lot subdivision (three lots or more) will be allowed without an adopted area structure plan pursuant to Section 632 of the MGA.

Residential Density

4.2.2.3 All Residential Area Structure Plans shall achieve an overall density of 25-30 dwelling units per net residential hectare, as prescribed by the Capital Region Growth Plan (CRGP) for Priority growth Area "E".

4.2.2.5 The minimum residential densities required in this IDP should be achieved through a variety of housing types including single-detached, semi-detached, townhouse, and apartment dwellings.

Residential Community/Neighborhood Design

4.2.2.6 New residential communities/neighbourhoods within the IDP area should incorporate design that:

- reduces vehicle dependency
- includes a variety of housing choices
- exceeds minimum residential densities
- comprises mixed uses and activities in neighborhood nodes
- supports pedestrian and public transit connections and
- provides access to open space and recreational areas and facilities.

Through the ASP and subdivision processes, both municipalities will ensure residential neighbourhoods and communities are designed and developed in a manner to make them safe, attractive and well serviced through the following design principles:

- The design of the neighbourhood or community wherever possible should maintain and protect stands of trees, watercourses, wetlands, ravines and other natural features. In the more rural areas, a conservation (cluster) subdivision design form should be encouraged.
- Provide a wide range of housing forms and tenure.
- Try to exceed minimum residential densities specified in the IDP.
- The design of the neighbourhoods and communities should avoid dwellings fronting onto highways or arterial roadways.
- The design needs to provide for adequate parks and open space to serve the neighbourhood and community, preferably in the form of a large centralized or linear park area which is more usable and easier to maintain.
- Wherever possible, provisions need to be made in the design of the neighbourhood and community to encourage alternative sustainable transportation such as walking, cycling and public transit to reduce vehicle dependence.

The proposed development comprises a wide range of residential dwellings from mid rise apartments, townhouses, varying duplexes through to single family residential dwellings. A small commercial hub is also located within the southern boundaries of the Plan. This provides local services to residents.

Identified watercourses have been protected through the creation of an Environmental Reserve and, where possible, the creation of a trail system has been incorporated into the design to capitalize on the natural features of the site. These trails connect into a wider trail system within the overall development, comprised of sidewalks through to multiway trails located on the eastern side of Deer Valley Drive. Figure 5 Section 3.0 illustrates the overall trail system accessible to the community.

This amendment enables the densities to be increased within the Creekside portion of the Plan to be more consistent with the Edmonton Metropolitan Region Growth Plan, and will increase the overall density of the Plan (refer to tables 1 & 2 Section 3). The increase in density could also create the opportunity to justify transit along key collector roads in the future.

Intermunicipal Development Plan

Environmental Review

4.6.2.10 At the Area Structure Plan, land use redesignation, or subdivision stage, Environmental Impact Assessments addressing natural areas on site or Environmental Site Assessments addressing contamination on site, shall be prepared by qualified environmental consultants, to the satisfaction of the relevant municipal approving authority.

4.6.2.11 Lands identified as sensitive natural areas may be designated as Environmental Reserve at the subdivision stage in accordance with the Municipal Government Act. Such areas may also be identified at the Area Structure Plan stage. In the case of identification at the Area Structure Plan stage, sensitive natural areas would require the appropriate land use designation before subdivision could proceed. If at the subdivision stage private ownership of environmentally sensitive lands is deemed more appropriate by the relevant municipal approving authority, then environmental reserve easements may be registered to protect the sensitive lands.

An Environmental Phase 1 has been completed for Creekside and is contained in the Phase 1 Environmental Site Assessment report (November 30, 2017) by Trace Associates. The conclusions of the investigations did not identify any potential contaminated lands. A desktop Biophysical Impact Assessment (BIA) was also carried out for Creekside, which identified five wetlands that included two seasonal freshwater graminoid marshes and three temporary freshwater marshes that will be disturbed by the development. Approval will be required prior to development in accordance with the Alberta Wetland Policy and Water Act.

There were no rare vegetation species, however, the desktop assessment did identify the eastern kingbird and sora bird species within the area. Overall, the assessment concluded that the development will have a minimal impact on local habitat loss for some wildlife species, and a small loss of native vegetation and wetlands. The predicted effects will be mitigated through the implementation of the mitigation measures contained with the BIA desktop report. Further details on the findings of the BIA can be found in the Desktop biophysical Impact Assessment (May 2, 2018) by Trace Associates.

Intermunicipal Development Plan

Trail Development

4.7.2.10 At the Area Structure Plan stage, the City and County shall require the identification of pedestrian and bicycle trail networks in the IDP area.

As referred to earlier the trail system is indicated on Figure 5 Section 4.

2.1.3. City of Leduc: Municipal Development Plan

The City of Leduc's Municipal Development Plan (MDP) was amended in August 21, 2017 and directs the future growth and land use development of the area.

2.1.3.1. Planning Elements

The MDP provides policy direction for the future growth within the boundaries of the City and the Plan has to be consistent with the relevant policy contained within the document.

2.1.3.2. Applicable Policies

City of Leduc Municipal Development Plan

4E NEW RESIDENTIAL DEVELOPMENT

The City shall provide for new residential neighbourhoods by:

- 1. requiring Area Structure Plans for all new residential development;*
- 2. requiring that all new residential Area Structure Plans achieve the target densities mandated by the Capital Region Board;*
- 3. measuring net residential density in new residential Area Structure Plans in order to maintain consistency with the density measures used by the Capital Region Board;*
- 4. acknowledging new trends in household formation (e.g., smaller households) in the design of new residential neighbourhoods and the provision of a variety of housing types;*
- 5. requiring that all new residential Area Structure Plans provide a variety of housing types including, where appropriate, types such as single-detached, semi-detached, duplex, triplex, fourplex, townhouse, or apartment dwellings, with no more than 50% of the total number of dwelling units in any residential Area Structure Plan to be designated within the same residential land use district of the Land Use Bylaw;*
- 7. supporting the provision of affordable market and financially supported housing in all new neighbourhoods;*
- 8. balancing higher residential densities with the provision of open space; ensuring that all new residential neighbourhoods have full access to a complete range of municipal infrastructure*

City of Leduc Municipal Development Plan

(sewer, water, and roads), community services, retail establishments, commercial developments, open space, recreational facilities, and educational institutions;

9. ensuring that all new residential neighbourhoods have full access to a complete range of municipal infrastructure (sewer, water, and roads), community services, retail establishments, commercial developments, open space, recreational facilities, and educational institutions;

10. providing for neighbourhood commercial (office, personal service business, and retail) development at key locations within new residential Area Structure Plans, which will complement and integrate with the surrounding residential neighbourhoods through mitigation of traffic and parking impacts, appropriate site planning and architecture, landscaping, and pedestrian connections;

11. protecting and creating access to adjacent neighbourhoods, natural amenities, open space, and the Multiway system;

12. protecting and creating views to natural amenities;

13. incorporating public transit into new neighbourhoods;

14. protecting rights-of-way for future public transit service;

18. requiring that all new residential Area Structure Plans are supported by comprehensive engineering, servicing, environmental, geotechnical, and transportation studies approved by the City;

23. allowing for a full range of housing types within the Transitional Residential Mixed-Use policy areas shown in Figure 4, provided that:

• gradual land use transitions will be developed within the Transitional Residential Mixed-Use areas, with:

- lower density residential development closest to the adjacent residential policy areas, - higher density residential development further away from the residential policy areas,*
- compatible commercial, office, retail, public facilities, open space, or recreational development between the higher density residential development and other non-residential uses, and*
- light industrial or business park development closest to the adjacent non-residential policy areas,*

25. requiring that all new residential subdivision and site plans include landscaping and open space plans that take into account, integrate, and where appropriate, protect existing natural vegetation, topography, wildlife, soils, water bodies, drainage courses, and climatic conditions;

In relation to the above policies, they are considered generally consistent with those contained within the EMRGP and the Intermunicipal Plan and therefore the comments made in relation to these documents are applicable to this policy content.

2.1.4. Edmonton International Airport Vicinity Protection Area Regulation

The Edmonton International Airport is a significant piece of infrastructure to the wider region and protecting the airport's effective operation plays a significant role in the economic development of the region and Province. Protecting the airport's corridors are critical elements when developing within proximity to such infrastructure, to avoid any potential negative impacts.

2.1.4.1. Planning Elements

The Plan area is partially located within the Protection Area: NEF 25.

2.1.4.2. Applicable Policies

Edmonton International Airport Vicinity Protection Area Regulation

Duty of Municipality

9(1) A municipality must notify the Airport Operator where a subdivision of land has been approved or a development permit has been issued relating to land in the Protection Area in a NEF Area of 30 or more and the use of the land will change as a result.

(2) Before adopting a statutory plan or land use bylaw, or an amendment of either, that relates to land in the Protection Area, a municipality must refer the statutory plan or land use bylaw, or the amendment, to the Airport Operator.

The Plan area is located in the Protection Area and is identified under the NEF 25 contour; therefore, it does not meet the criteria described for requiring a referral of the subdivision to the Airport Operator under 9(1). However, under 9(2), because this is a statutory document with lands located within the Protection Area it will be required to be referred to the Airport Operator.

2.1.5. City of Leduc: Transportation Master Plan

The City of Leduc's Transportation Master Plan was amended in October 2018 and sets out a long-term framework for the interconnection of future roads, public transit and pedestrians that correlates with projected growth. Any future development needs to align with the direction of the plan.

2.1.5.1. Planning Elements

The Plan needs to align with the proposed future transportation connections within and beyond the site.

2.1.5.2. Applicable Policies

Transportation Master Plan

4.0 TRANSIT

4.2 FUTURE SERVICE

As the City grows there will be opportunities to expand the transit service. Each expansion should meet the following guiding principles:

- Provide quality service selectively –A better strategy is to concentrate service in areas most friendly to transit, then build on this success by increasing service to this area or ..by servicing a different area of the City with a route that ties into existing service. For example, adopt a walking distance criteria that recognize some areas will be distant from transit such as at 40% of households are within 499m walking distance and at least 80% of households are within 800m walking distance.*

6.0 INTEGRATED PEDESTRIAN AND BICYCLE TRANSPORTATION NETWORK

6.2 FUTURE SYSTEM

- Recognize the important contribution active transportation makes to the health and sustainability by adopting policy that encourages active transportation and by creating a funded budget program to implement facilities for active transportation users. New multiways, bike lanes and missing sidewalk links, particularly those connecting to bus stops, mixed land uses and in industrial areas, should be the primary target of this program.*

Based on the review of the Transportation Master Plan the majority of the policies are reference to those in the Cities Municipal Development Plan. In context to the points identified above from the Transportation Master Plan it should be recognized that opportunity exists in the longer term for expanding the bus transit system through Deer Valley Road based on the increased density and walkability to this major collector. The Plan also refers to Active Transportation which outlined in Figure 5 Section 4.0 demonstrates the interconnectivity between sidewalks and the trail system presenting attractive and stress-free active transportation options.

2.1.6. City of Leduc: Environmental Plan

This document seeks to raise environmental awareness amongst the community and a more effective steward of its environmental resources.

2.1.6.1. Planning Elements

The Environmental Plan provides information and guidance on the development of the Plan.

2.1.6.2. Applicable Policies

Environmental Plan

- *The City of Leduc will promote development density to use land more efficiently.*

The proposed amendment will increase the residential density from what was originally proposed for this phase of the development.

- *The City of Leduc will continue to provide and expand community gardens.*

The overall amount of park space will be greater than what was originally proposed for this phase of the development. Portions of the park will be dedicated to community gardens and made available to local residents.

- *The City of Leduc will protect natural areas and work on habitat restoration.*

Requirements for protection of wetlands and areas of biological significance are described in the Biophysical Site Assessment contained in the Desktop Biophysical Impact Assessment (May 2, 2018) by Trace Associates, along with recommendations on mitigation methods during construction.

- *The City of Leduc will continue to enhance the multiway system and provide educational opportunities on the natural environment.*

The Plan will incorporate an extension of the multiway system through the neighbourhood, and link to the existing system by aligning with the existing multiway network opposite Grant MacEwan Boulevard (as shown in Figure 4 Section 4.0).

2.1.7. City of Leduc: Parks, Open Space and Trails Master Plan

Complete inventory and assessment of all parks and open space resources in Leduc is contained within the Plan. As the document states, properly planned multiway and trail systems in communities can enable and promote active transportation, reducing carbon footprint and increasing physical activity.

In staying in concert with the objectives of the POST Master Plan, the Plan will contribute to this by providing new linkages to the trail network and introducing a new section of trail that borders along the creek bed.

2.1.7.1. Planning Elements

The Parks, Open Space and Trails Master Plan provides direction on what lands are expected to be provided for different types of parks and trail systems in relation to the Plan.

2.1.7.2. Applicable Policies

Parks, Open Space and Trails Master Plan

4.6 WEST LEDUC (Area A)

West Leducis an area of significant current and future growth for the City (Figure 4.2). As development has occurred, POST development on the west side of the QEII has been primarily focused on community and neighbourhood park development.....

The Parks, Open Space and Trails Master Plan Figure 4.2 outlines the future direction for the establishment of Parks, Open Space and Trails. In relationship to the Plan, Figure 3 Section 3.0 and Figure 5 Section 4.0 indicates the proposed location of Parks, Open Spaces and Trails which are consistent with this plan. It includes a multiway heading north-south on the western side of Deer Valley Road and multiway that follows the creek in a west-east direction and accommodates for a neighbourhood mini park and regional park. The overall Municipal Reserve Lands being dedicated to the City are 10%, indicated in Table 1 Section 3.0 of this report.

3.2 Density Calculation

Table 1: Overall Area Structure Plan Density Calculations

Land Use	Area (ha)	%		
Gross Area*	63.1	100.00%		
Environmental Reserve**	4.1	6.50%		
Roadways	11.93	18.90%		
Plan 3879 NY**	0.48	0.76%		
Gross Developable Area (GDA)***	58.52	100.00%		
MR Requirement	5.85	10.00%		
Land Areas Based on GDA:			Dwelling Units	Projected Population[†]
Roadways	11.93	20.39%		
Road Widening Land Area	0.88	1.50%		
Public Utility Lot (PUL) Total Area	5.17	8.83%		
Stormwater Management Facility	4.66	7.96%		
Sanitary Lift Station	0.10	0.17%		
Gas Pipeline Right of Way	0.38	0.65%		
Meter Station Site (PLAN 0621142)	0.03	0.051%		
Municipal Reserve	5.85	10.0%		
Land Uses	34.73	59.35%		
Mixed-Use Neighbourhood	2.15	3.67%		
Neighbourhood Commercial	1.8	3.07%		
Residential (Medium Density & Low Density)	29.78	50.90%	1500	3900
Urban Reserve	1.0	1.71%		
TOTAL	63.1			

*Gross Area is Deer Valley ASP Boundary Area

**not counted in GDA

***Gross Developable Area is defined as the total area of a parcel of land, less the land required as environmental reserve and the land made subject to Plan 3879 NY (Potential Future Environmental Reserve). Plan 3849 NY would likely to be re-designated as Environmental Reserve should it be resurveyed.

[†] Average household size of 2.6 from Statistics Canada, 2016 Federal Census for the City of Leduc was used to calculate the projected population.

While the above table provides the overall density calculations it should be noted that the development has been constructed with the exception of Creekside Phase 4, and therefore the focus on the change in density reflects this phase and not the overall site. It is this portion of the lands where the amendment to the original Plan is being made and is subject to the Edmonton Capital Region Growth Plan and the new minimum densities provided within this document. In context to the remaining lands known as Creekside (Phase 4) the following density calculations apply:

Table 2: Creekside Phase 4 Density Calculations

Land Use	Area (ha)	%		
Gross Area*	14.24	100.0%		
Environmental Reserve	0.05	0.35%		
Roadways	2.95	20.72%		
Gross Developable Area (GDA)**	14.19			
Land Areas Based on GDA:			Dwelling Units	Projected Population ^f
Roadways	2.95	20.79%		
Public Utility Lot (PUL) Total Area	1.44	10.15%		
Stormwater Management Facility	0.86	6.06%		
Sanitary Lift Station	0.10	0.70%		
Gas Pipeline Right of Way	0.38	2.68%		
Municipal Reserve	3.39	23.90%		
Commercial	0.00	0.00%		
Residential (net res.ha)***	6.63	46.72%	391	905
Single/Semi Detached	5.59	39.39%	183	531 ¹
Multi-Unit	1.04	7.33%	208****	374 ²
RESIDENTIAL TOTAL	13.16		391	905
Dwelling Units per net residential ha	59			

*Gross Area is a total Creekside Boundary Area

** Gross Developable Area means total Creekside Boundary Area less the land required as environmental reserve.

*** Net Residential Hectare is defined as number of dwellings per hectare on land devoted solely to residential development.

****based on maximum parcel density (Table 22 of LUB) of 200 units/ha.

¹ Average household size of single detached dwellings (2.9) from Statistics Canada, 2016 Federal Census for the City of Leduc was used to calculate the projected population

² Average household size of apartments less than 5 storeys (1.8) from Statistics Canada, 2016 Federal Census for the City of Leduc was used to calculate the projected population.

3.3 Residential

The majority of the development relates to creating a residential community comprised of a wide variety in mix of units ranging from mid rise apartments through to townhouses, duplex, triplex and singles. This mix provides choice in housing form but also a range of costs that enable affordability within the housing market.

Objective

- 3.3.1 To increase the density that provides a wide range of housing choice that includes affordable housing.

Policies

- 3.3.2 Residential density for Creekside (Phase 4) shall be in accordance with the Edmonton Metropolitan Region Growth Plan.
- 3.3.3 A variety of housing types shall be provided that could include townhouses, duplexes, mid rise apartments, tri plexes and four-plexes.

3.4 Commercial

Providing services within close proximity to residential dwelling enables easy access to services that may also not require the use of motor vehicles. The Plan incorporates the ability to develop a mixed use small commercial hub that can service the Plan area, located at the intersection of 50 Avenue and Deer Valley Drive.

Objective

- 3.4.1 To create a local commercial hub that is accessible to residents of the community.

Policies

- 3.4.2 Development will include the provision for the creation of a commercial/mixed use site as indicated on Figure 2.

3.5 Parks and Open Spaces

A complete residential community requires parks and open space that contributes to the wellness of the community and the ability to interact with other residents. There is typically a criteria on the type of parks and open spaces that are developed within a community, from a neighbourhood level through to a regional level, with each serving a different function and purpose.

Objective

- 3.5.1 To provide parks and open spaces that contributes to enhancement of the community and access to recreational spaces.

Policies

- 3.5.2 Development will include the provision of a neighbourhood park to be located in general accordance with Figure 3.
- 3.5.3 A community passive park will be established and located in general accordance with Figure 3.
- 3.5.4 Open space municipal reserve lands will adjoin the Environmental Reserve to enable the development of a trail system in general accordance with Figure 3.

4.0. Transportation

4.1 Circulation

The road network plays an important function in how vehicles move within, through and beyond the site. The road network is developed based on the road classification system that determines the right of way width. Local roads feed into collector roads that feed into arterial road networks and is based on their carrying capacity from forecast traffic volumes.

Objective

- 4.1.1 To develop a road network that supports the traffic capacity arising from the development and connects with the regional road network.

Policies

- 4.1.2 The north-south collector road running through the Plan, known as Deer Valley Drive, that connects with 50 Avenue, and the portion of roadway located along the north boundary that connects through to Grant MacEwan Boulevard, will be classified as Major Collectors, as illustrated on Figure 4. Construction shall be in accordance with City of Leduc's Engineering Design Standards.
- 4.1.3 The east-west collector road running through the Plan, known as Ameena Drive, that connects with Grant MacEwan Boulevard to the east and future development lands to the west, along with a portion feeding off Deer Valley Avenue to the west, known as Awentia Drive, will be classified as Minor Collector Roadways, as indicated on Figure 4. Construction shall be in accordance with City of Leduc's Engineering Design Standards.
- 4.1.4 All other roads within the Plan will be classified as local roads as indicated in Figure 4 and shall be constructed in accordance with the City of Leduc's Engineering Design Standards.
- 4.1.5 The installation of the traffic lights, as shown on Figure 4, shall be based on the anticipated need within the ten (10) year horizon. The proposed traffic lights shall be cost shared by all developers benefiting from its installation.
- 4.1.6 Any activity that alters, impacts, occupies, or crosses the natural watercourse will require permission under the Public Lands Act.

4.2 Active Transportation

Providing choice in people's modes of transportation is important, including the provision of active transportation corridors that promote a healthy community.

Objective

- 4.2.1 To provide safe, functional and accessible multiway and sidewalks throughout the Plan, that connects with networks beyond the site.

Policies

- 4.2.2 Develop a multiway along the full length of Deer Valley Drive that intersects with 50 Avenue to the south and extends beyond the Plan area to the north, as shown in Figure 5. The multiway shall be constructed in general accordance with the City of Leduc's Engineering Design Standards.
- 4.2.3 Develop a multiway system along the Deer Valley Creek as shown in Figure 5. The multiway shall be constructed in general accordance with the City of Leduc's Engineering Design Standards.
- 4.2.4 Based on the outcome of the detailed design stage, the multi-way may proceed either as option A or as option B as shown in Figure 5. The multiway shall be constructed in general accordance with the City of Leduc's Engineering Design Standards. Under option B, the City of Leduc road standard shall need to be modified to enable a multi-purpose trail along this section of the road.
- 4.2.5 Sidewalks shall be constructed throughout the development as general shown in Figure 5 and be carried out in general accordance with the City of Leduc's Engineering Design Standards.

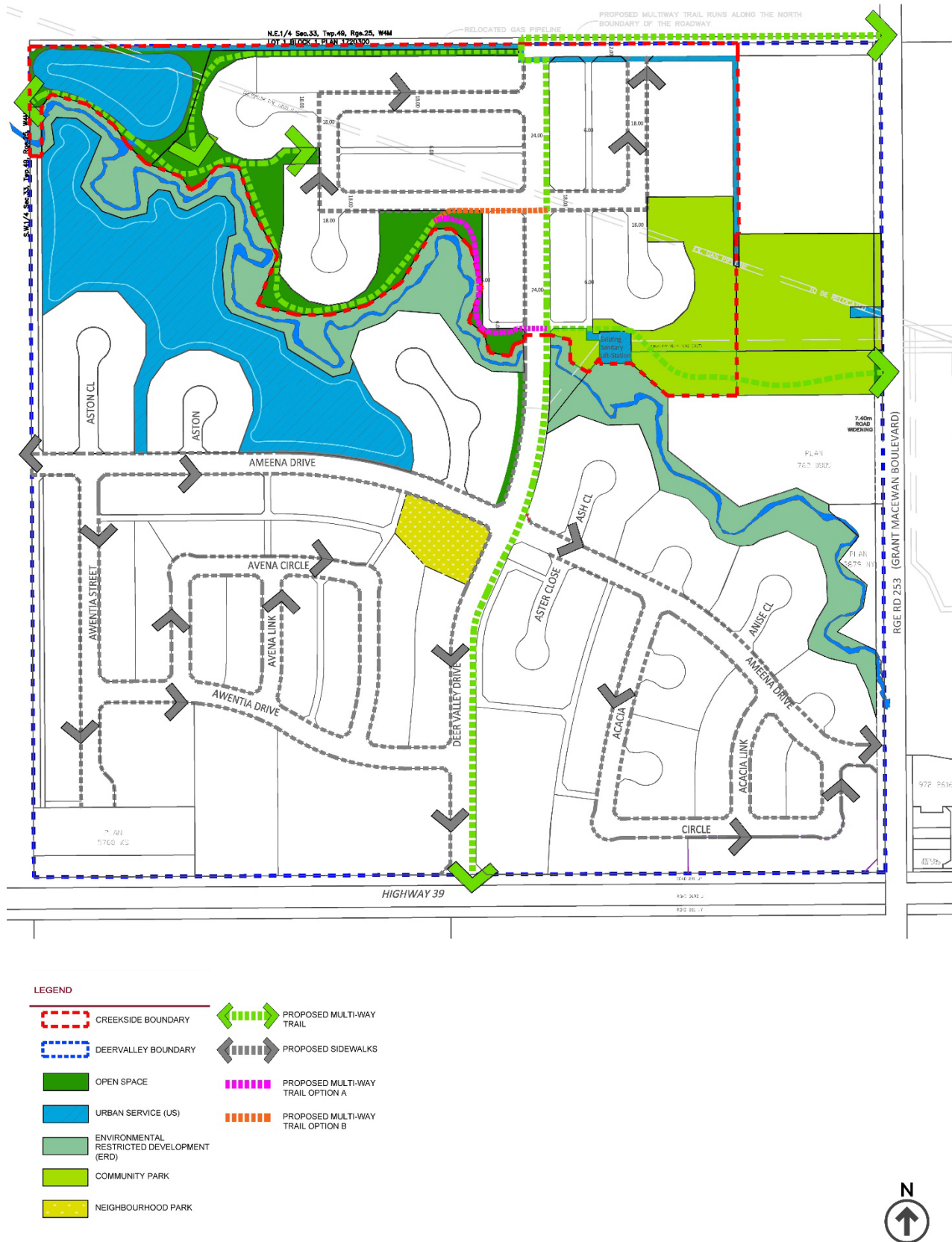


Figure 5: Active Transportation Plan

5.0. Utilities & Servicing

5.1 Water Distribution

The attached Figure 6 provides a conceptual layout and sizing for the proposed extension of the water distribution system to service the proposed Creekside development phase, as well as identifying the existing water main network within previous phases within the Plan area.

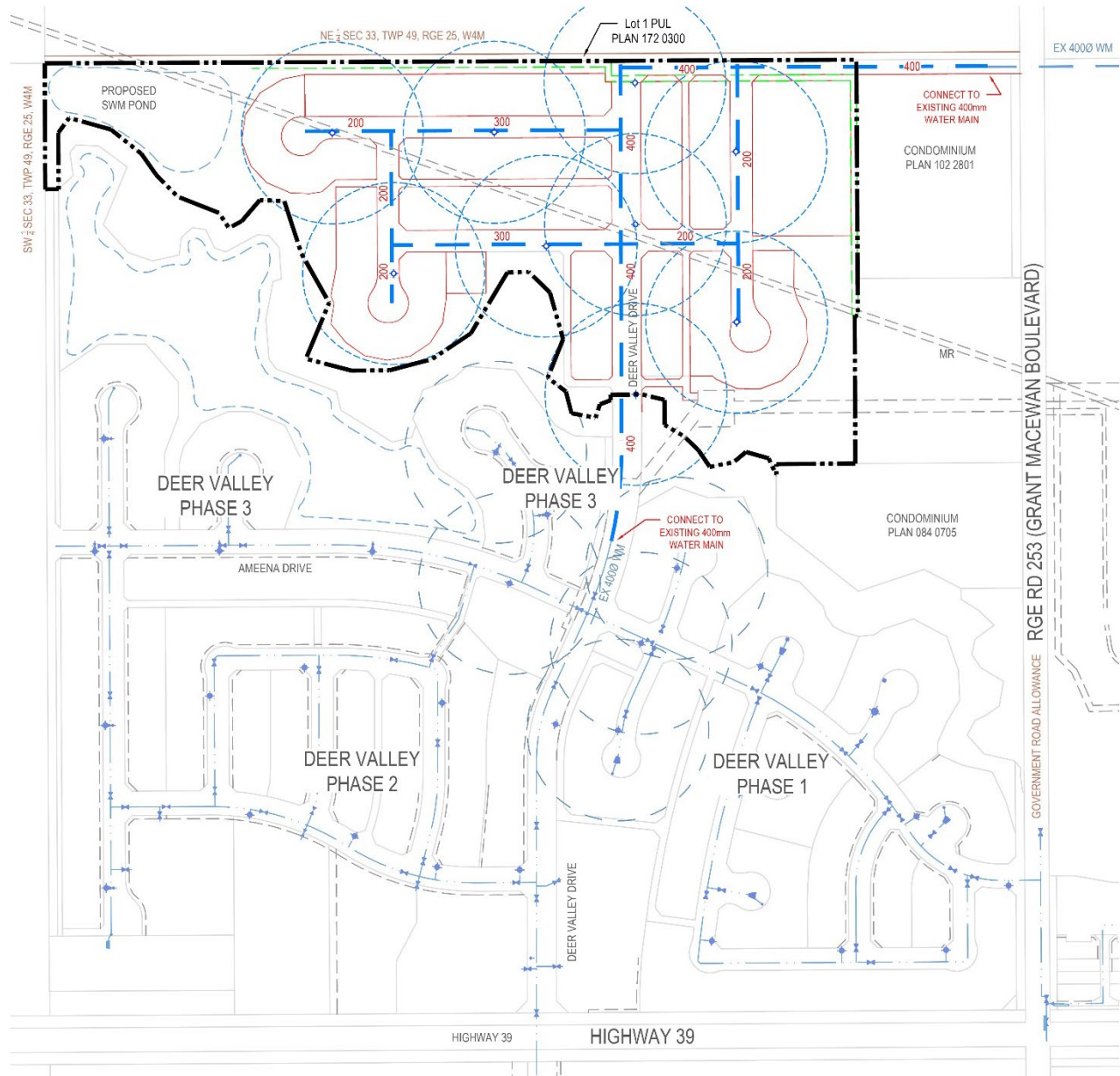
The Figure also provides the layout and sizing for the existing water distribution mains in previous phases of the Deer Valley subdivision. Connections will be provided from the existing main in Deer Valley Drive and a future connection on 65 Avenue.

Objective

- 5.1.1 To provide a public water distribution system that services the Plan area, and provides adequate capacity for domestic use and fire protection.

Policies

- 5.1.2 The water system will be designed and constructed in compliance with the City of Leduc's Engineering Design Standards.
- 5.1.3 During the detailed design of the proposed subdivision, the City of Leduc's Hydraulic Network Analysis model will be utilized to confirm the pipe sizing.
- 5.1.4 Any activity that alters, impacts, occupies, or crosses the natural watercourse will require permission under the Public Lands Act.



LEGEND

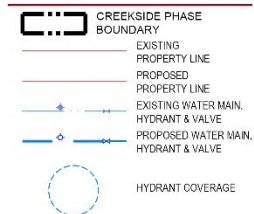


Figure 6: Water Distribution Plan

5.2 Sanitary Collection

Figure 7 provides the conceptual routing and sizing of the sanitary sewer collection system in Creekside, as well as the existing system in previous phases. The system connects to the main discharging to the existing lift station located north of Deer Creek. During the detailed design of the subdivision, the lift station capacity will be confirmed and pumping modifications undertaken if required.

Objective

- 5.2.1 To provide sanitary sewer infrastructure that connects into the City of Leduc's public system, and provides service to the proposed development.

Policies

- 5.2.2 The sanitary collection system will be designed in accordance with the City of Leduc's Engineering Design Standards.
- 5.2.3 Any activity that alters, impacts, occupies, or crosses the natural watercourse will require permission under the Public Lands Act.

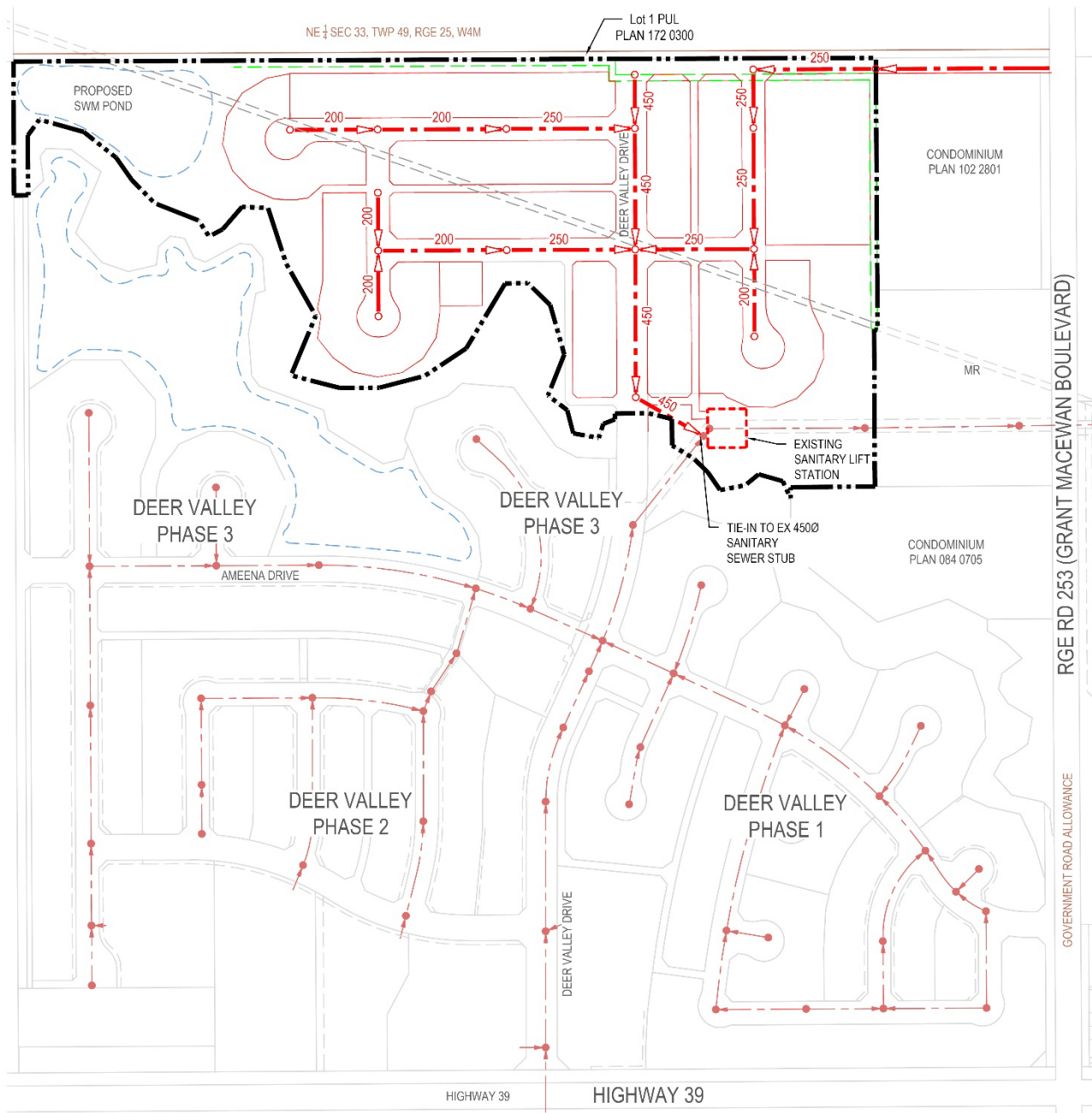


Figure 7: Sanitary Distribution System

5.3 Stormwater Management System

The proposed stormwater collection system will collect the minor storm flow in a piped system and deliver the storm water to the proposed stormwater management pond located as shown in Figure 8. The major overland storm system, for runoff in excess of the anticipated 1 in 5 year storm, will be conveyed overland to the storm pond. Water will ultimately be released to Deer Creek at the pre-development outflow rate, to mitigate the potential downstream impact of increased runoff from the developed area.

Conceptual sizing of the storm mains has been included on the attached Figure, and will be confirmed by computer modeling during the detailed design phase.

Objective

- 5.3.1 To manage stormwater that mitigates the potential for flooding or direct run off into receiving natural watercourses.

Policies

- 5.3.2 The development of a stormwater pond that meet the City of Leduc's and Alberta Environment regulations.
- 5.3.3 The stormwater ponds shall be designed to become an integrated amenity feature for the community.
- 5.3.4 The stormwater ponds shall be designed to incorporate native and naturalized plant species that contribute to the health of the ponds and local wildlife.
- 5.3.5 Any activity that alters, impacts, occupies, or crosses the natural watercourse will require permission under the Public Lands Act.

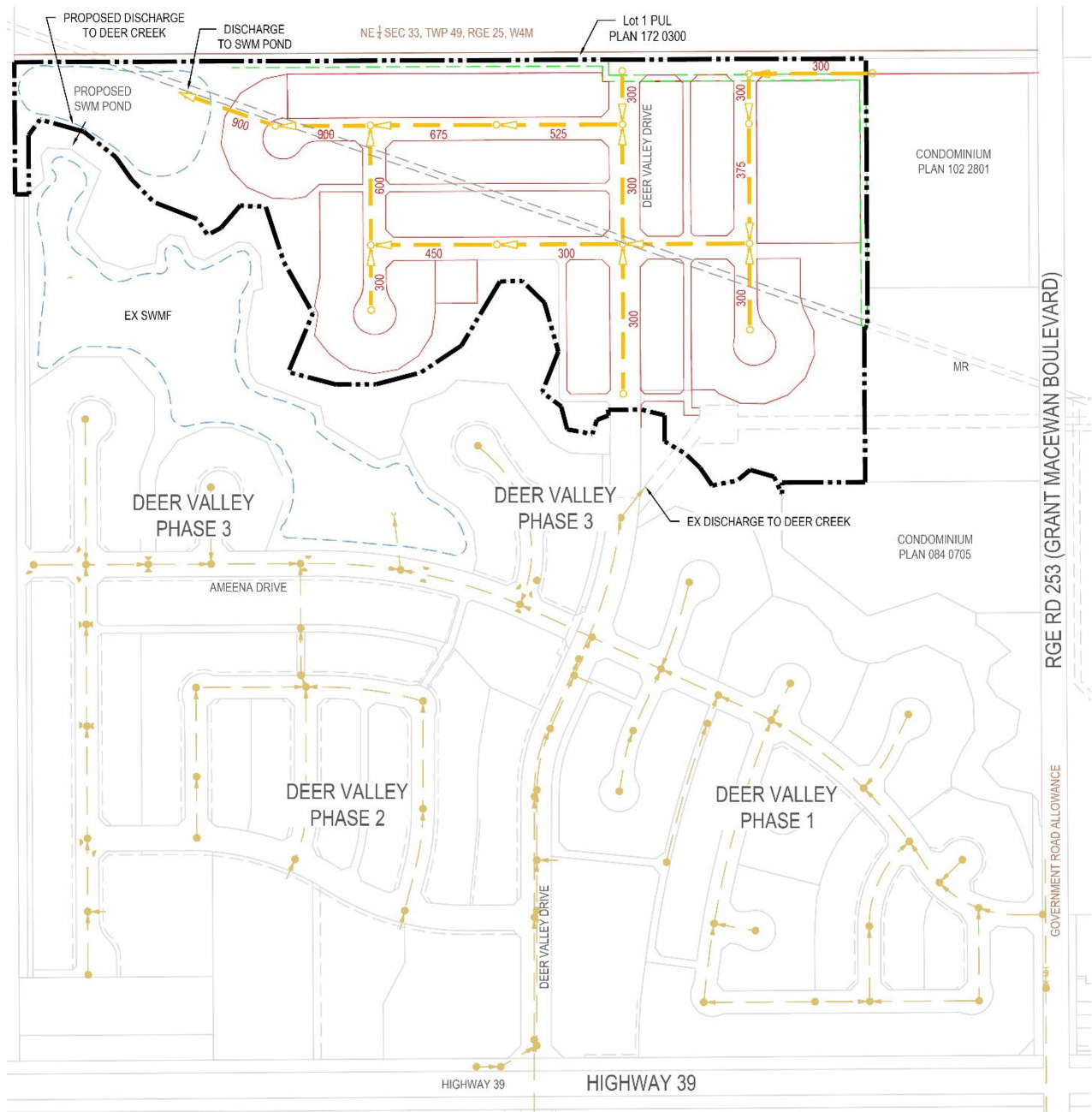


Figure 8: Stormwater Management System

5.4 Shallow Utilities

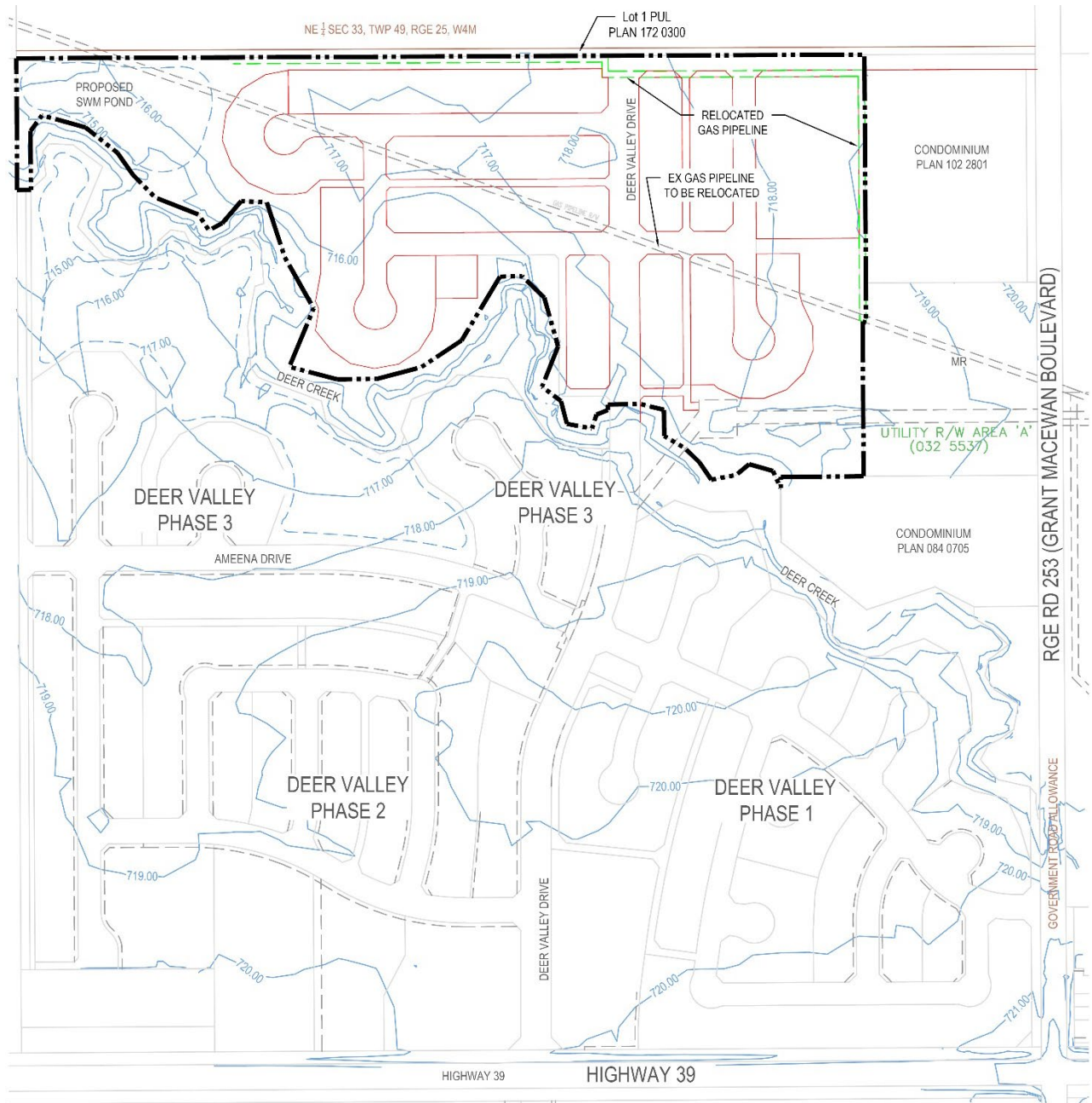
Shallow utilities will be provided to the proposed development from the providers currently servicing the City of Leduc. Details of the servicing will be determined during the detail design of the subdivision phases.

Objective

- 5.4.1 To provide underground distribution for telecommunications, power and natural gas utilities within the public right of way, to service residential and commercial premises.

Policies

- 5.4.2 The location of shallow utilities shall be in accordance with the City of Leduc and utility operator's requirements and shall be located as required by the current street cross-sections for the various roadways.
- 5.4.3 Any activity that alters, impacts, occupies, or crosses the natural watercourse will require permission under the Public Lands Act.



LEGEND

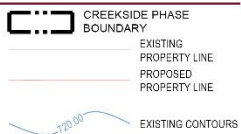


Figure 9: Relocation of Gas Line

6.0 Implementation

The Plan has been prepared on the basis of a contiguous phasing of development over time that is reflected in Figure 10. As alluded to, the majority of the development has been built out resulting in Creekside (Phase 4) being the remaining lands to be developed.

Objective

- 6.1 To enable the development to move forward in accordance with the phasing while providing flexibility to enable the development to respond to market conditions.

Policies

- 6.2 Development will unfold in general accordance with the phasing plan indicated in Figure 10.
- 6.3 Development will be carried out in accordance with meeting the City's, Provincial or Federal regulations that are applicable to the development.
- 6.4 Development shall be in general accordance with the land use concept plan Figure 2 Section 3.0.
- 6.5 Rezoning of lands shall be consistent with the land use concept plan (Figure 2 Section 3.0) and will be required prior to obtaining development approvals.

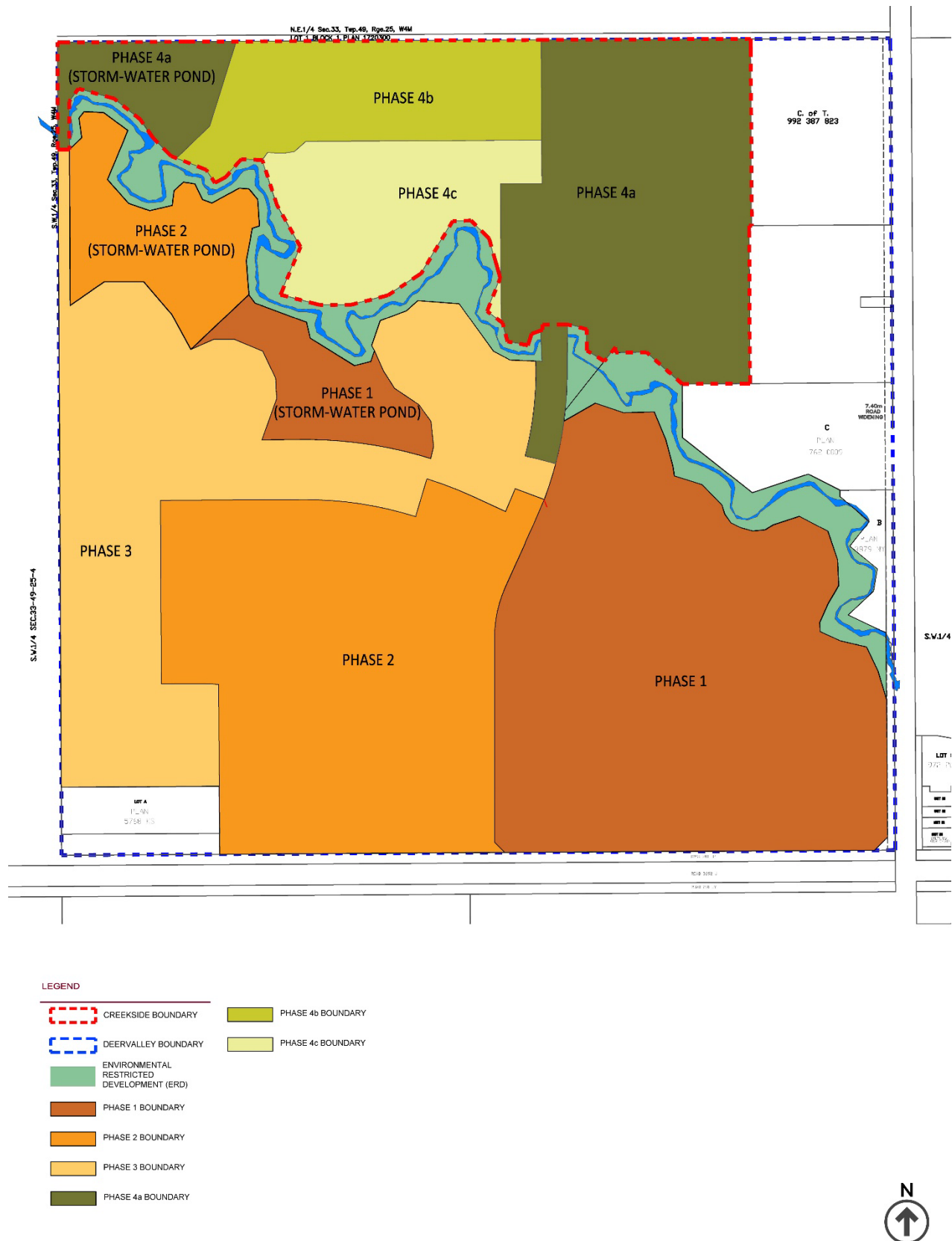


Figure 10: Phasing Plan

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Shareholder Update

EDMONTON GLOBAL

MEET OUR TEAM



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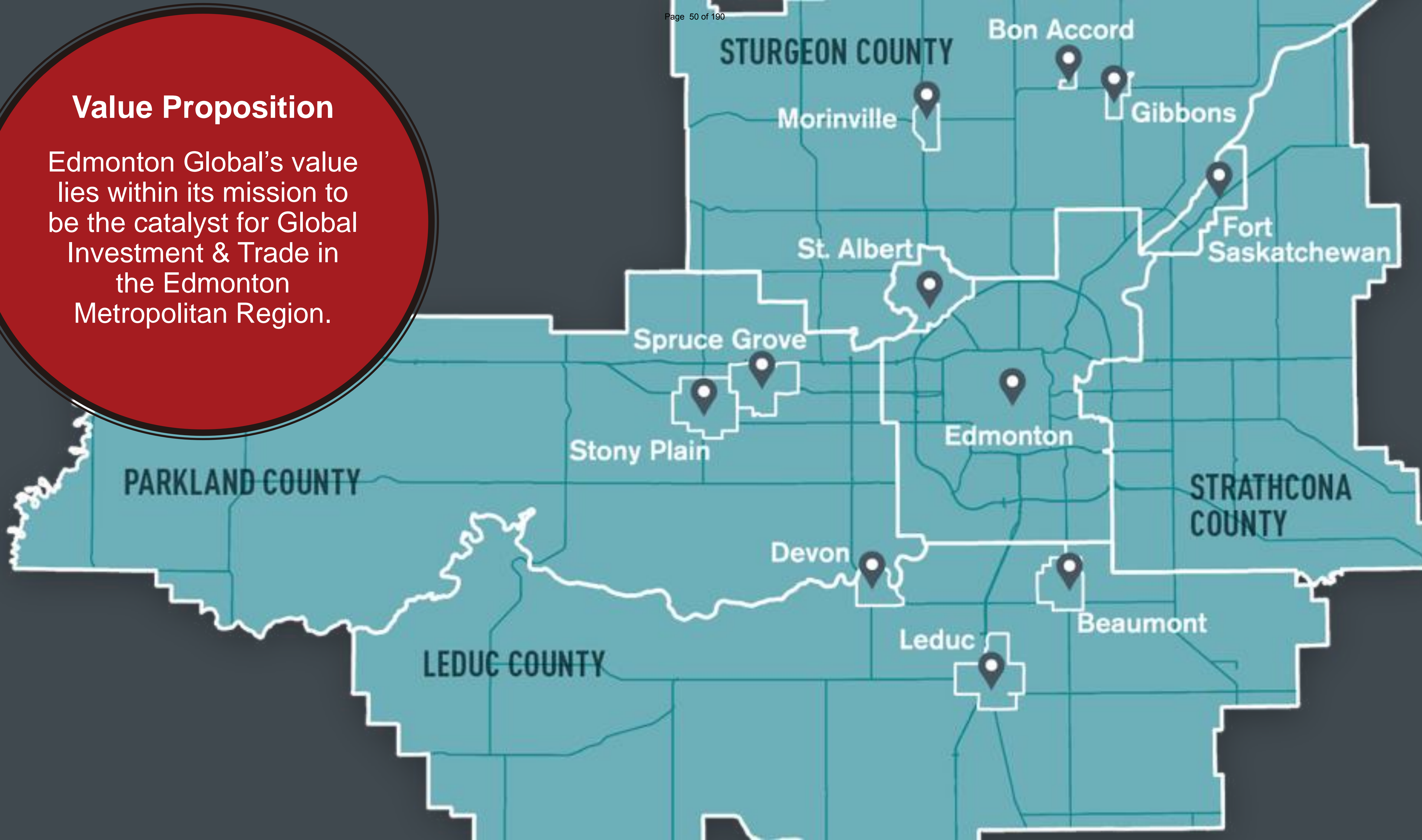


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Value Proposition

Edmonton Global's value lies within its mission to be the catalyst for Global Investment & Trade in the Edmonton Metropolitan Region.



EDMONTON GLOBAL

CORPORATE OBJECTIVES

ADVANCE ECONOMIC DEVELOPMENT

Advance economic development and cooperation in and among stakeholders located in the Edmonton Metropolitan Region (EMR).

ATTRACT AND RETAIN

To promote the EMR globally to **attract and retain business investment** in the region

REGIONAL BRAND, DATABASE & STRATEGY

To pursue a **regional brand, database**, and economic development **strategy**

ADVOCATE

To **advocate** at the local, provincial, and federal levels for policy that removes barriers to economic development in the region

BUSINESS AND INVESTMENT

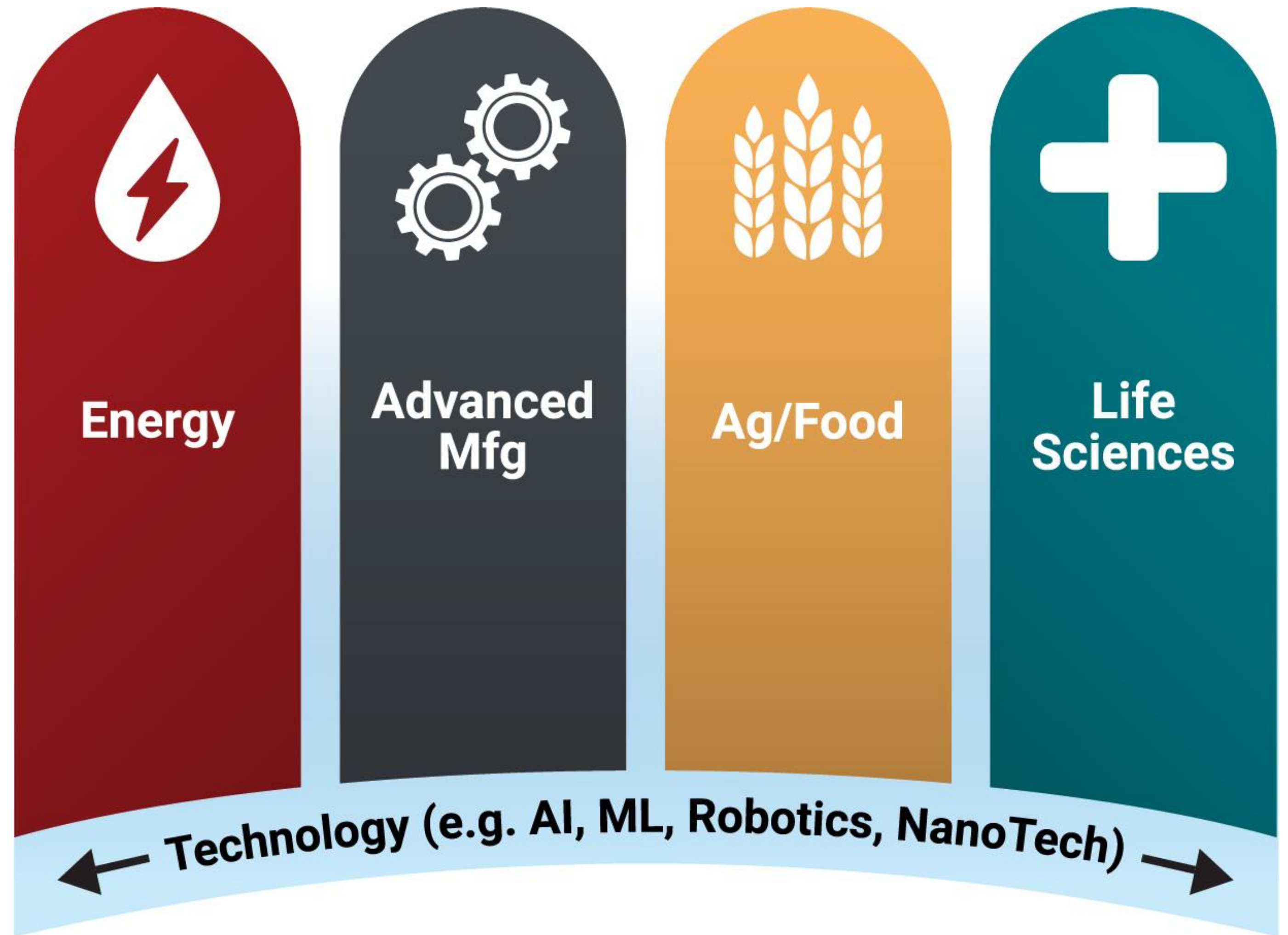
To pursue **business and investment opportunities** to support the region

EDMONTON GLOBAL

PROGRESS

Completed	In Progress
<ul style="list-style-type: none">✓ Federal Funding of \$2.3 million secured✓ Sectoral Analyses✓ Benchmarking Scorecard✓ Headquarters and Major Investment Attraction Program partnership: \$74.5M in economic impact, ~200 new jobs from 29 deals✓ Launched the Regional Narrative on June 20th✓ Launched new website	<ul style="list-style-type: none">✓ Compact which includes Code of Practice and Protocols - have been distributed to Shareholders for signature✓ Bi-lateral protocols in progress with AIHA, EIA, EEDC, AMII and Health City✓ Finalizing the FDI & Trade Strategy✓ Finalizing 3-year Investment & Trade Action Plan that includes marketing and value propositions for focus sectors✓ Municipality investment readiness assessment✓ Regional advocacy and innovation plans

Our Focus Sectors



RESEARCH: SECTORAL ANALYSES

SECTOR AND EXPORT MARKET ANALYSIS

Subsectors were examined in the report: **Energy**: clean tech, petrochemicals; **Agribusiness**: food & beverage processing, hemp/cannabis, protein fractionation; **Advanced Manufacturing**: metal and steel fabrication, plastics; **Life Sciences**: health technology, biotechnology, pharmaceuticals. Each sector and subsector has unique needs and growth potential, but some common themes emerged across multiples sectors.

S

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T

Strengths

- Access to talent & inputs
- Land availability
- Research strength & expertise
- Logistics

Weaknesses

- Scale up capital & infrastructure
- Collaboration / coordination
- Regulatory barriers
- Commercialization

Opportunities

- Improving scale up ecosystem/infrastructure
- Supply chain gaps/efficiencies
- Value-add in traditional sectors

Threats

- Low confidence in business environment
- Aggressive US-based FDI attraction
- Policy & regulatory instability

RESEARCH: BENCHMARKING SCORECARD

BENCHMARKING THE EDMONTON METRO REGION GLOBALLY

OVERALL RANKING

- | | |
|--------------------------------|----------------------------------|
| 1. Austin, Texas | 12.Scotland |
| 2. Kitchener-Waterloo, Ontario | 13. Edmonton Metro Region |
| 3. Stockholm, Sweden | 14.Melbourne, Australia |
| 4. Denver, Colorado | 15.Pittsburgh, Pennsylvania |
| 5. Stuttgart, Germany | 16.Perth, Australia |
| 6. Netherlands | 17.Lyon, France |
| 7. Los Angeles, California | 18.Manchester, England |
| 8. Montréal, Quebec | 19.Houston, Texas |
| 9. Portland, Oregon | 20.Daejeon, South Korea |
| 10.Kansas City, Missouri | 21.Kuala Lumpur, Malaysia |
| 11.Dusseldorf, Germany | 22.Milan, Italy |

RESEARCH: BENCHMARKING SCORECARD

BENCHMARKING THE EDMONTON METRO REGION
GLOBALLY

CATEGORY RANKING

Economy
19th / 22

D

Competitiveness
12th / 22

C

Social
5th / 22

A

REGIONAL ADVOCACY PLAN DEVELOPMENT



Business Engagements

Identify growth barriers & opportunities and potential solutions



Policy Working Group

Develop policy recommendations



Regional Advocacy Team

Identify opportunities and tactics for joint and collaborative advocacy

Policy Recommendations

Provincial and Federal Government

- Focused on internationalizing our economy and businesses to support the region's FDI & trade goals
- Data- and engagement-driven, and solutions-focused
- Webinar August 26th for municipalities to view the paper and ask questions before it will be shared with the Provincial and Federal governments in September
- All municipalities will receive detailed background documents and advocacy materials

Municipal

- Focused on policy and regulatory options to create the conditions for the Edmonton Metropolitan Region to become an investment opportunity zone
- Will be working with regional municipalities and businesses throughout September and presenting draft to Shareholders at the October 10th Shareholder Mid-Year Update





Thank you



COUNCIL INFORMATION ITEM

MEETING DATE: August 19, 2019

SUBMITTED BY: S. Davis, City Clerk, C. Kuzio, Legislative Officer

PREPARED BY: S. Davis, City Clerk, C. Kuzio, Legislative Officer

REPORT TITLE: eSCRIBE Update

EXECUTIVE SUMMARY

This report provides a very high-level overview of the implementation of the eSCRIBE Meeting Management System, as well as next steps as they pertain to Council members.

BACKGROUND

Managing agenda and meeting minutes was a time-consuming process that required a number of steps in the preparation and distribution of packages, action items, and follow up. It was recognized that implementing an electronic meeting management solution would streamline the process, improve efficiencies and provide an increased level of service both within the Corporation and to the public.

In October, 2018, the City of Leduc entered into an agreement with eSCRIBE to provide an electronic meeting management system. C. Kuzio, Legislative Officer, was appointed as the Project Lead. Working closely with Enterprise Technology Services ("ETS"), a Project Plan was developed that set out realistic timelines and milestones that would need to be met in order to ensure the successful completion of the project by the October 28, 2019, "go live" date.

In January 2019, a Change Management Team ("Team") was formed with a mandate to ensure that the change management of this initiative would be as smooth and effective as possible, with minimal impact on all stakeholders. Members of the Team are:

- S. Armstrong, HR;
- J. Graham, CIF;
- S. Yong, Network Analyst;
- C. Bole, Corporate Performance Advisor;
- N. Fonseca, Lead, Corporate Records;
- M. Hall, Communications Officer;
- S. Walker, EA;
- M. Hormazabal, Deputy City Clerk;
- S. Davis, City Clerk; and
- C. Kuzio, Legislative Officer.

The Team contributed to the selection of the Champions from across the Corporation. A Champion is an early adopter of eSCRIBE and, as a "change agent", is essential to the success of any project. The Champions are:

- S. Walker, Community & Protective Services;
- K. Towle, Corporate Services;



COUNCIL INFORMATION ITEM

- M. Solila, Infrastructure & Planning;
- A. Renneberg, Planning and Development;
- R. Yeung, Community Development;
- S. Olson, Engineering;
- J. Cannon, Finance; and
- S. Hood, Legal.

Training for Administrators (C. Kuzio, S. Davis and M. Hormanzabal) along with members of ETS began in January, 2019. Once trained Administrators took the opportunity to complete guidelines for use in training, not only on the new system, but also on report writing and PowerPoint development (Attachments 1). C. Kuzio, working closely with the eSCRIBE Trainer, and with support from Champions, conducted training courses for the balance of the 80 members of Administration who required it, as well as for members of the Executive Team. Once all training was completed, report templates were removed and all reports from Administration that are scheduled after June 1, 2019, are being written within eSCRIBE.

The Team was instrumental in working to provide the conceptual framework used to understand, and support, the changes required to implement eSCRIBE, and its effect on the Corporation, Council and Administration. Under the leadership of C. Kuzio, members of Administration and Executive have embraced the change. The support provided by both ETS and Communications (M. Hall) has been invaluable and has contributed to the very smooth transition.

NEXT STEPS

It is now time to focus attention on participant access for Council and Executive. Participants gain access to meetings, and documents, in eSCRIBE through either a meeting pro application or through the participant portal, dependent on the device being used i.e.: iPad/Windows devices or Mac Book Pro laptops.

From September to December 2019, there will be two members of the City Clerk's Office in attendance at all meetings to support Council and Executive with the use of whichever device they choose to use.

ATTACHMENTS

Report Writer and PowerPoint Guidelines

CITY OF LEDUC



REPORT WRITER AND POWERPOINT GUIDELINES

This manual is not an exclusive document of all of the information you may need to write your report. You are the content expert and you know your content area best. This manual is intended to aid you in presenting that material in a way that will be appropriate for Members of Council, the public, and the media.

If you have any questions, please do not hesitate to contact the City Clerk team - we are more than happy to help.

REPORT WRITER'S GUIDELINES

REPORT INITIATION

Reports are initiated in two ways – either by Administration or by a motion of Council or Committee-of-the-Whole (“CoW”).

Initiated by Administration

These reports are brought forward by Administration to provide information or request direction or approval.

Criteria:

- Ensure the report is necessary
 - do not provide information without a purpose
 - do not write a report if the information can be shared in another format such as a memo, or by email, to **ALL** members of Council and Executive
- Confirm that you need authority to take action. Having Council accept a report as information does NOT provide either direction or approval to take action

Initiated by Council/CoW

These reports come about as a result of a motion of Council or CoW. A report initiated by Council or CoW is due back within 12 weeks from the date the information was requested if a date has not been specified.

Criteria:

- The City Clerk will provide you with the motion contained in the minutes which will help to inform the context of the report.
- Ensure the report responds to what the motion is asking for.
- If you need more clarification, ask the City Clerk or your General Manager

WRITING HIGH QUALITY REPORTS



Before you begin writing a report, it is important that you know your audience. A report is intended to be a short, concise document that is written for a particular audience, keeping their needs in mind.

If you want to communicate more effectively, speak and write conversationally. Add some personality and some energy so people can hear your authentic voice shining through – this is often referred to as “plain language”. Plain language strives to be clear and easy to read. Avoid using technical terminology, convoluted language, acronyms and jargon. It is essential to provide clear and concise information to both Council and the public.

High quality reports have the following four components in common:

1. **CONCISE:**
 - Short and to the point
 - No unnecessary words
 - Avoid repetition
 - Relevant
2. **CLEAR:**
 - Simple language

- Leave out jargon and technical terms
- Easily understood by the reader

3. **CORRECT:**

- Accurate
- Proper grammar
- Supported by research
- Evidence based

4. **COMPLETE:**

- Sufficient information
- Answers all the questions
- Includes relevant stakeholders

Following are just a few of the reasons why high-quality reports are so important:

- They convey Administration's expertise and professionalism
- Members of Council will make the best decisions they can with the knowledge and information *they have at the time*. Reports from Administration are one of the most effective ways that Council receives information in order to make those knowledgeable and informed decisions
- They assist in avoiding additional direction or inquiries for more information
- The reports are public-facing and reflect on the business unit and the City as a whole, impacting the reputation of both
- They provide information that the media releases to the public

PREPARING TO WRITE YOUR REPORT



There are several points to consider:

- Who has given you the task of writing the report?
- Is the report being generated internally (within the department) or is it being written as a result of a motion from Council or Cow?

The answers to these questions may change how you think about your report.

- Who can you go to for support?
- You can always use the City Clerk—but there might be other content experts that you want to consult
- What is your timeframe for completing the report?
- Is there a deadline within your department (External to the City Clerk's deadline) that you need to follow?

If Council or CoW has given direction to write a report (motion), this information can be found in the minutes of the meeting where the motion was made. Draft minutes from Council and CoW meetings are available within two-three business days of a meeting. These minutes are *draft* and do not become official until approved at the next meeting of Council or CoW.

The department responsible for preparing the required report will be advised by the City Clerk's office via email. If more than one department is listed, the primary department as set out in the minutes is responsible for coordinating input from the other departments and submitting the consolidated report by the deadline indicated in the minutes. As mentioned earlier, unless otherwise specified, the deadline is 12 weeks from the meeting date at which the motion was made (the deadline will be noted in the minutes as well).

Note: In order to be added to the agenda for a specific meeting date, the final report must enter into the Agenda Workflow 31 days from the meeting date.

If you are unable to meet the deadline, please contact your General Manager. The City Clerk cannot approve an extension to a due date, this is at the discretion of the City Manager.



Knowing who you need to collaborate and consult with on your report BEFORE you start writing is equally, if not more, important. Collaborating, and consulting, with the right people prior writing, and releasing your report into the approval workflow, will save you time and frustration.

COLLABORATION/CONSULTATION CHECKLIST

Finance	→ Are there budget impacts? → Does Council need to approve new or additional funds? → Do you know the source of funds? Not sure? ASK
Legal	→ Are there legal implications? Not sure? ASK
Office of the City Clerk	→ Is there anything in the report that needs to remain in-camera? → Do you know if the report should go to CoW or Council? → Are you recommending a new or revised policy? → Are you unsure of the recommendation?
Communications	→ Do you expect public interest and media attention? → Is the issue controversial?
Other Departments	→ Will the report or recommendation impact another area of Administration? → Does any other area need to be involved in drafting the report or the recommendation? → Could the report generate questions for another area?
External Partners	→ Are we working with consultants? → Do we need to consult the public? → Are there any related advisory boards, interest groups or community groups? → Do we need to consult with other levels of government?

REPORT TYPES

1. Information Reports

- Information reports seeks to educate the reader by providing a corporate response that is necessary to move an issue forward; however, they do not give authority to take action.
- If the report has been generated as a result of an inquiry, respond to each part of the inquiry.
- If the inquiry has more than one part, it may be helpful to number the parts in the inquiry and respond to each separately.
- The only motions that can be made by CoW members are to direct Administration to investigate matters and present recommendations to either CoW or to Council (Bylaw No. 493-2001 – Council Procedures Bylaw).

2. Request for Decision Report

- Requests approval to take a specific action.
- Provides a recommended course of action based on best expert advice. Recommendation should identify the action(s) for approval.
- Includes clear options and alternatives.
- Driven by Administration or in response to a Council or CoW motion.

3. In-Camera Reports

Reports should only be discussed in camera if necessary as dictated by section 197 of the *Municipal Government Act*.

Section 197 of the *Municipal Government Act* reads:

(1) Councils and council committees must conduct their meetings in public unless subsection (2), (2.01) or (2.1) applies.

(2) Councils and council committees may close all or part of their meetings to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy Act*.



The various report templates are located within eSCRIBE and are attached for your reference.

In the *RATIONAL* section of the in-camera report template, include the reason the report must be discussed or remain in-camera (not just the section of FOIP).

Consultation with the City Clerk, or Legal, is required prior to making the determination that a report must be heard in-camera. If the report does not meet the requirements of the *FOIP Act* it must be a public report.

FOIP SECTIONS

DIVISION 2 – EXCEPTIONS TO DISCLOSURE

Section 16 – Disclosure harmful to business interests of a third party

Section 17 – Disclosure harmful to personal privacy

Section 18 – Disclosure harmful to individual or public safety

Section 19 – Confidential evaluations

Section 20 – Disclosure harmful to law enforcement

Section 21 – Disclosure harmful to intergovernmental relations

Section 22 – Cabinet and Treasury Board confidences

Section 23 – Local public body confidences

Section 24 – Advice from officials

Section 25 – Disclosure harmful to economic and other interests of a public body

Section 26 – Testing procedures, tests and audits

Section 27 – Privileged information

Section 28 – Disclosure harmful to the conservation of heritage sites, etc.

Section 29 – Information that is or will be available to public

WRITING THE REPORT

Now that you have determined the type of report you need, your collaborators and the approval workflow, you can begin to write your report. Keep in mind that all reports must be agenda ready when they enter the Agenda Workflow. Revisions carried out in the Agenda Workflow will cause the report to have to start the Agenda Workflow again.

Balancing Detail and Short/Concise

Officials have little time to read lengthy reports. Brevity is key. The challenge for the writer(s) is to balance this with the need to provide sufficient information. Reports need not address every potential outcome—yet they need to provide enough information for Council to make a well-informed decision.

1. Headings

Headings in the templates are important because they provide the focus for key issues:

- *Titles*

The title should be descriptive enough to inform Council of the issue presented, for example: "City of Leduc Annual Report - 2018 Overview". All titles must be unique. For reoccurring reports a change of date in the title is sufficient. This will assist with searches carried out in eSCRIBE.

- *Executive Summary*

An executive summary is a brief section that summarizes the report; it is not background and not an introduction. It provides the essence of the report without fine details.

The summary should answer these questions:

- Briefly, what is this about?
- Outline your proposal or recommendation.
- Why do you propose it?
- What is the next step?





TIP: Write the executive summary last when you are finished the report.

Common mistakes writers make in Executive Summaries:

1. Repeating the content of the Executive Summary ("Summary") almost verbatim near the beginning of the report. Repetition loses readers.
2. Providing too much background in the Summary. Background belongs in the "*Rational*" -not in the Summary.
3. Providing too much detail in the Summary. Details belong in the body of the document.
4. Using different terms in the Summary from those in the report. If the Summary mentions findings, the report should include findings - not observations. If the Summary cites results, the report should describe results - not outcomes.
5. Having a mismatch in content. Whatever the Summary highlights must be included in the report. Likewise, the report should not contain major points that did not appear in the Summary.
6. Including too little or too much in the Summary. Summaries should run from one to two paragraphs covering only the essential findings, results or recommendations.
7. Repeating the Summary almost verbatim in the conclusion. If a report contains a conclusion, it should be a wrap-up that drives home the main points - not a Summary that highlights them.

- *Recommendation*

The Recommendation is a concise statement of Administration's reasons why Council should approve the item under consideration. Recommendations should be limited to a single "motion ready" sentence that completely explains the recommended action. For example:

1. *Not "Motion Ready":*

That Council authorize the expenditure of approximately \$700,000, funded by the General Contingency Reserve that is not currently in the 2018 budget. This will fund the enhancement of regional transit services to the EIA in 2018 pending the development of the integrated transit service model starting in 2019.

"Motion Ready":

That Council authorize the expenditure of approximately \$700,000 for the enhancement of regional transit services to the EIA in 2018 to be funded from the General Contingency Reserve.

The second recommendation is "motion ready" because the Council member making the motion only needs to say, "*I move to*" before restating the recommendation verbatim. Do not put an explanation in the motion as to the "why" – that is what your report is for.

2. *Not "Motion Ready":*

That Council approve the Edmonton Metropolitan Region Board ("EMRB") Regional Context Statement ("Statement") as set out in Attachment 1 of this report and direct Administration to forward the approved Statement to the EMRB.

Do not refer to attachments in the recommendations. A motion must contain the verbiage.

- *Rational*

The Rational section builds the case supporting the recommendations. Findings of fact analysis, and commentary should each be presented in separate subsections. Avoid mixing factual information with subjective conclusions. Be cautious about using absolute language like "never" or "always," or "only"—which might be used against the City if Council elects to take a different action than what is included in the Administrative recommendation.

This section would also include any past Council or CoW considerations. The dates the item was presented to Council or CoW

would be presented, and any motions – nothing more. For example: “Report No. 2019-CoW-005 was presented at the March 25, 2019, CoW meeting.”

- *Strategic/Relevant Plan Alignment*

This section should evaluate the proposed action with all application plans. The subject matter of the report aligns with the Strategic Plan, or any other relevant plans, state that in this section. Please be aware that not all subject matters will.

- *Organizational Implications*

- *Administration:* Detail any impact on Administration, such as projected implications for existing work programs, Administrative workloads and other aspects of the city.
- *Risk Analysis - Financial/Legal:* In this section, identify how much the recommendation will cost and how it will be paid for and any effects that legislation may have on the recommendation.

- *Implementation/Communications*

Set out implementation and communication plans if required. The plans are not required to be detailed, but complete enough that the reader understands and is confident with the plans presented.

- *Alternatives*

Present reasonable alternatives to the recommendation(s), including taking no action if deemed to be reasonable. The original recommendation(s) should not be restated, nor should the recommendation that Council “not accept the recommendation” since this section is intended to outline alternatives to the recommended action. If no realistic alternatives can be identified, this section should state that.

- *Next Steps – In Information and CoW Reports Only*

Information and CoW reports no longer contain a heading of “Recommendation” as these are not action reports. A new heading of

"Next Steps" has been added in which Administration can outline for Council the future of the matter at hand.

Questions to consider when completing this section are:

1. What action needs to be taken?
2. Who is responsible to perform this action?
3. What is the deliverable?
4. When has the responsible person agreed to deliver it by?

- *Attachments*

Remember, reports are to be short and concise. In order to accomplish that, diagrams, drawings, maps, statistics or anything that supplements information in the report should be an attachment and not contained within the report. All attachments must be referenced within the report, and should be well organized. Attaching documents to a report in eSCRIBE is fast and easy.



NEW: You will no longer delete headings. Type in "Not Applicable", which indicates that you have done your due diligence and there is nothing further to report.

Proofreading

Before entering the report into the approval workflow, it is very important to have someone carefully proofread it. Proofreading is the final step before a report can be considered complete and agenda ready.

REMEMBER: When writing reports in eSCRIBE, it is a two phased process.



REPORT WRITER'S CHECKLIST

Introductory Headings

- Submitted by: (name, title of department head)
- Prepared by: (name, title of report writer)

Recommendation

- Prepared in "motion ready" manner
- Stated in one sentence
- Stated specifically and completely

Rational

- Write for public and professional reader
- Describe background (any past actions)
- Provide clear, complete explanations
- Avoid acronyms and technical jargon
- Avoid absolute terminology, such as "never," "always" or "only"
- Reference attachments in the right places

Risk Analysis

Provide specific and complete information regarding:

- Total cost of program
- Funding source(s)
- How legislation affects the recommendation
- Will there need to be changes made to existing Bylaws/Policies to accommodate the recommendation

Alternatives

- Offer real and reasonable alternative recommendations

Attachments

- Organize the attachments in the manner in which they are referenced
- Ensure all attachments are specifically mentioned in the report

Proofing

- Has more than one person checked the report in detail?



Sample Committee-of-the-Whole Report



COUNCIL REQUEST FOR DECISION

MEETING DATE: June 24, 2019

SUBMITTED BY: S. Davis, City Clerk

PREPARED BY: S. Davis, City Clerk

REPORT TITLE: Approval of Council Remuneration and Business Expense Policy

EXECUTIVE SUMMARY

The Council Remuneration and Business Expense Policy, as reviewed at the May 27, 2019, Committee-of-the-Whole meeting is now coming forward for Council approval.

RECOMMENDATION

1. That Council approve Policy No. 11.00:30 – Council Remuneration and Business Expense Policy
2. That Council rescind Policy No. 11.00:25 – Council Remuneration & Expenses Policy

RATIONALE

At the May 27, 2019, Committee-of-the-Whole ("Committee") meeting a draft of Policy No. 11.00:30, entitled Council Remuneration and Business Expenses Policy ("Policy") was presented for review and comment. The Committee noted one required amendment to paragraph 4 under the heading CONFERENCES as noted below:

"Attendance at the Federation of Canadian Municipalities (FCM) Conference will be limited to the Mayor and ~~two~~ three other Council Members annually, with the exception that when the FCM Conference is held in Alberta all Council may attend. If a Council Member chooses to attend a ~~second~~ third FCM Conference out of Province, within the same term of office, the cost of doing so will come from their operating budget."

The amendment has been made and the Policy is now coming forward for Council approval. Once the Policy is approved, Policy No. 11.00:25 is redundant and will need to be rescinded by Council.

STRATEGIC / RELEVANT PLANS ALIGNMENT

This Policy aligns with Our Values of Transparency and Accountability and Financial Responsibility as set out in the City of Leduc 2019-2022 Strategic Plan.

ORGANIZATIONAL IMPLICATIONS

ADMINISTRATION:

There will be additional work to have Administration pull the Council Members' expense reports to be posted quarterly on the municipality's website.

RISK ANALYSIS: FINANCIAL / LEGAL:

There are no risks with approving this Policy.

IMPLEMENTATION / COMMUNICATIONS:

There are no requirements for implementation or communications.

Report Number: 2019-CR-054

Page 1 of 2





COUNCIL REQUEST FOR DECISION

ALTERNATIVES:

1. That Council amend the Policy and pass the Policy as Amended
2. That Council return the Policy to Administration for substantial amendments to return at a later date to Council.

ATTACHMENTS

Policy No. 11.00:30, entitled Council Remuneration and Business Expenses Policy|



POWERPOINT GUIDELINES

Much like good report writing, when preparing your PowerPoint know:

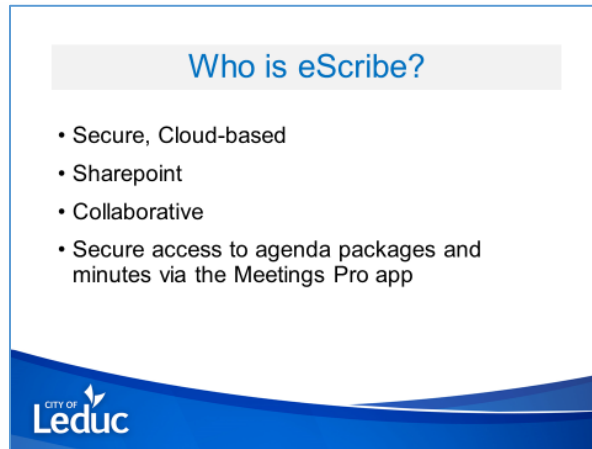
- The Presentation Goal - The driving force of why you are presenting, and what your audience should understand at the end.
- The Audience Defined - Who are you presenting to? What do they know coming into this presentation?
- The Outline - The roadmap for your presentation; the guideposts that keep us on track when designing and giving a presentation.
- The Support - The individual facts, ideas and data that build the case for what you will share with your audience.

There are a number of rules for writing PowerPoints – the 10/20/30 rule; the 6X6 rule and the 7/7 rule to name a few. All the rules agree on a number of points such as:

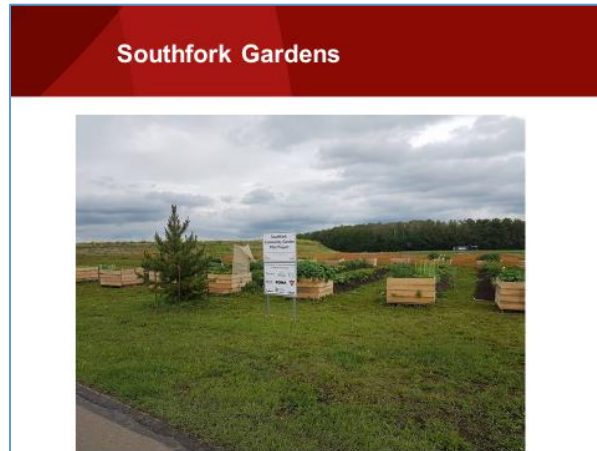
1. Keep It Simple:

- The slides are not meant to be the “star of the show” but rather are meant to supplement the presenter’s speaking notes.
- Do not let your message and your ability to tell a story get derailed by slides that are unnecessarily complicated, busy, or full of “chart junk.”
- Nothing in your slide should be superfluous. Your slides should contain plenty of “white space” or “negative space.”
- Do not feel compelled to fill empty areas on your slide with your logo or other unnecessary graphics or text boxes that do not contribute to better understanding. The less clutter you have on a slide, the more powerful your visual message will become.
- Choose your font well. Fonts such as Arial and Verdana are best for PowerPoints. Remember regardless of what font you choose, make sure the text can be read from the back of the room.

2. Limit bullet points and text: The PowerPoint is for the benefit of the audience. Have no more than 3 or 4 bullet points with limited text.



Some of the best slides have no text at all and are virtually meaningless without a narrative.



3. Limit the number of slides: Too many slides in a presentation will cause you to rush to get through them within the allotted time; your audience could be overwhelmed; OR they could become so bored that you have lose them along the way. It is suggested that the most effective PowerPoint presentations should contain no more than **10** slides, last no longer than **20** minutes.
4. Limit animation and transitions: Use animation and transitions sparingly. They should be subtle and professional. Audiences can get bored when being presented with slide after slide of animations and transitions



COUNCIL INFORMATION ITEM

MEETING DATE: August 19, 2019

SUBMITTED BY: Jennifer Cannon, Director, Finance

PREPARED BY: Carol Hounsell, Manager, Accounting Services

REPORT TITLE: Second Quarter Financial Variance Report

BACKGROUND

It is imperative that Administration keeps Council informed throughout the year of the financial health of the City. This report outlines the second quarter operational variance report for the City of Leduc for the period January 1, 2019 to June 30, 2019.

OPERATIONAL REPORTING

The attached report outlines operational revenues collected and operational expenses incurred up to the end of June 2019 in contrast to the 2019 operational budget allocations and the previous year's actual operational revenues and expenses for the same time period. For the first time this reporting period, reports for individual councilors' expenditures have also been attached and will continue to be included moving forward.

At this time expectations are that revenue and expenses would be at approximately 50% by the end of June, representing ½ of the fiscal year. However, certain factors can affect this such as seasonality or timing and some of the areas that differ materially from budget either by dollar value or percentage will be discussed further below. As of June 30, 2019, the majority of revenue streams are between 41% and 49% of budget and overall revenue is at 49% of budget. The majority of expenditures are between 42% and 50% of budget with overall expenditures at 47% of budget.

As stated above, Administration would like to discuss further some of the areas where the variances differ materially.

Revenue

Enforcement Services

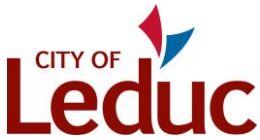
At this time enforcement Services is at 41% of budget. To date the enforcement contributions have been lower than anticipated. Early projections are indicating this will be at about 76% of budget at year-end.

Interest & Penalties

Interest on investments is at 73% to date. Timing is the main contributor for this as the City's investment portfolio is reconciled as part of the year-end process. Administration anticipates this revenue stream will be on budget by year-end.

Other Income

Overall other income is at 21% of budget. Off-site levy revenue is the largest component which is at 18% of budget. It is anticipated that an additional \$1.3 million in off-site levy revenue will be collected by year-end, with early indicators suggesting a projected year-end of \$1.6 million compared to a budget of \$1.8 million. Of this projected amount approximately \$1.2M is associated with levies collected on existing subdivisions meaning the growth has already been captured. An additional note of consideration is that the revenue collected and projected for 2019 are all residential in nature and at this time there is no indication that there will be non-residential offsite activity.



COUNCIL INFORMATION ITEM

Expenses

Grants to Organizations

Grants to organizations is at 63% of budget. This is entirely due to timing as the majority of grants are paid out earlier in the year.

Materials and Supplies

Materials and supplies is at 42% of budget. This is due mainly to timing of expenditures and seasonality. Some of the areas that deviate away from the expected 50% include economic development at 28%, ambulance services at 36%, FCSS overall at 31%, athletic fields at 31% and tree maintenance at 9% of budget. These are offset by some areas including water maintenance and wastewater lift stations at 72% and 80% of budget respectively. Again, seasonality and timing drive a lot of these variances. Ambulance services is anticipated to be at 95% of budget by year-end due to a reduction in the expected costs of general materials and supplies. FCSS is expected to be at 90% of budget by year-end. This is due mainly to a reduction in the expected cost of the eviction prevention program.

Utilities Expense

Utilities expense is at 42% of budget to date and is associated with the purchase of water and the processing of the waste water from each respective Commission. This is lower at this time due to water consumption being considerably lower as a result of the very wet weather we have seen to date.

Operational Closing Remarks

On closing, Administration feels that the overall variance between revenues (49% of budget) and expenses (47% of budget) is favorable and is what would be expected for the second quarter.

CAPITAL REPORTING

At the end of June, 2019 capital expenditures vs. 2019 capital budget is 9% for the City's capital program and 17% for the off-site levy capital program. The second quarter capital expenditures are typically low as this is the time when construction usually begins. Most invoices will be received for payment in the 3rd and 4th quarters. A more detailed report will come forward in the Q3 financial reporting.

COUNCIL EXPENSES BY COUNCILLOR

At Council's direction, council expense reports for the mayor and each council member have been attached to this report. This is intended to create enhanced transparency for council expenditures. These reports will be included with all quarterly financial reports moving forward.

ATTACHMENTS

1. City of Leduc Operating Variance Report from January 1, 2019 to June 30, 2019.
2. City of Leduc Capital Project Report from January 1, 2019 to June 30, 2019.
3. City of Leduc Council Expenses by Council Member from January 1, 2019 to June 30, 2019.

Attachment:

Operating Budget Summary - MAYOR YOUNG From January to June				
	2019 Actual YTD	2019 Budget	2019 Variance	Budget % YTD
Remuneration	47,705	102,493	54,788	
Travel & Training	8,449	19,935	11,486	
Meetings & Public Relations	10,649	18,500	7,851	
Total Expenditures	66,804	140,928	74,124	47%

Operating Budget Summary - COUNCILLOR BECKETT From January to June				
	2019 Actual YTD	2019 Budget	2019 Variance	Budget % YTD
Remuneration	21,663	49,907	28,244	
Travel & Training	1,705	4,375	2,670	
Meetings & Public Relations	1,329	2,500	1,171	
Total Expenditures	24,697	56,782	32,085	43%

Operating Budget Summary - COUNCILLOR FINSTAD From January to June				
	2019 Actual YTD	2019 Budget	2019 Variance	Budget % YTD
Remuneration	24,488	53,005	28,517	
Travel & Training	8,520	12,835	4,315	
Meetings & Public Relations	4,817	2,500	(2,317)	
Total Expenditures	37,824	68,340	30,516	55%

Operating Budget Summary - COUNCILLOR HAMILTON From January to June				
	2019 Actual YTD	2019 Budget	2019 Variance	Budget % YTD
Remuneration	24,200	53,005	28,805	
Travel & Training	633	2,500	1,867	
Meetings & Public Relations	0	1,675	1,675	
Total Expenditures	24,833	57,180	32,347	43%

Operating Budget Summary - COUNCILLOR HANSEN From January to June				
	2019 Actual YTD	2019 Budget	2019 Variance	Budget % YTD
Remuneration	22,766	47,848	25,082	
Travel & Training	308	2,500	2,192	
Meetings & Public Relations	3,618	4,375	757	
Total Expenditures	26,692	54,723	28,031	49%

Operating Budget Summary - COUNCILLOR LAZOWSKI From January to June				
	2019 Actual YTD	2019 Budget	2019 Variance	Budget % YTD
Remuneration	23,185	50,893	27,709	
Travel & Training	4,373	4,375	2	
Meetings & Public Relations	601	2,500	1,899	
Total Expenditures	28,159	57,768	29,609	49%

Operating Budget Summary - COUNCILLOR TILLACK From January to June				
	2019 Actual YTD	2019 Budget	2019 Variance	Budget % YTD
Remuneration	24,270	53,005	28,735	
Travel & Training	0	1,675	1,675	
Meetings & Public Relations	669	2,500	1,831	
Total Expenditures	24,939	57,180	32,241	44%

City of Leduc

Operating Variance Report From January to June 2019

	2018 YTD Actual	2019 YTD Actual	2019 Budget	Budget Variance %	2018 vs 2019 %
Revenue					
Enforcement Services	379,732	552,495	1,337,069	41%	145%
Government Transfers	4,668,144	3,966,710	9,095,048	44%	85%
Interest & Penalties	412,977	987,549	1,519,607	65%	239%
Net Taxes - Revenue	22,814,224	24,843,076	48,207,487	52%	109%
Other Income	496,570	441,787	2,068,567	21%	89%
Rent Revenue	1,037,406	1,033,179	2,141,727	48%	100%
Sale of Services	4,531,880	4,503,031	9,318,840	48%	99%
Utility Services Revenue	11,513,771	11,738,434	24,082,930	49%	102%
Total Revenues	45,854,704	48,066,261	97,771,275	49%	105%
Expenditures					
Employee Benefits	3,609,863	3,867,841	7,689,584	50%	107%
Salaries & Wages	16,698,005	17,898,531	37,619,155	48%	107%
Total Staff Costs	20,307,868	21,766,372	45,308,739	48%	107%
Bank Charges & Interest	106,354	126,146	255,762	49%	119%
Contract Services	6,693,791	7,445,397	15,704,327	47%	111%
Cost of Utilities Sold	3,855,790	3,953,754	8,003,000	49%	103%
General Services	347,239	327,288	777,189	42%	94%
Grants to Organizations	1,365,388	1,376,036	2,179,128	63%	101%
Interest on Long Term Debt	1,001,009	1,201,591	2,539,510	47%	120%
Materials & Supplies	2,226,517	2,241,957	5,315,357	42%	101%
Other Expenses	81,427	69,763	139,526	50%	86%
Repairs & Maintenance	563,024	678,107	1,496,827	45%	120%
Telephone & Communications	79,411	84,073	174,409	48%	106%
Training & Development	557,176	604,003	1,198,174	50%	108%
Utilities - expense	1,542,968	1,470,025	3,474,633	42%	95%
Total Operational Costs	18,420,092	19,578,141	41,257,842	47%	106%
Total Expenditures	38,727,961	41,344,513	86,566,582	48%	107%
Net of Revenue Over Expenditures	7,126,743	6,721,748	11,204,693		
Net Interfund Transfers					
Debt Repayment	(1,764,775)	(2,083,489)	(4,316,104)		
Transfers to Reserves	(496,570)	2,552,187	(13,431,603)		
Transfers from Reserves	-	(2,980,045)	6,543,014		
Total Interfund Transfers	(2,261,345)	(2,511,346)	(11,204,693)		
"Net Surplus (Deficit)"	4,865,398	4,210,402	0		

Page 91 of 190 Capital Projects to June 30, 2019

		2019 YTD	
	2019	Actual	%
City of Leduc Capital Program	Budget	June	Complete
65th Ave Capital Program	5,360,641	672,345	13%
Capital Engineering Program	18,966,766	1,380,513	7%
Computer Services Capital Program	418,250	239,420	57%
eGovernment Strategies	2,762,000	198,548	7%
Environmental Services Capital Program	228,777	74,842	33%
Equipment Services Capital Program	4,804,004	1,855,990	39%
Facilities - Major Facilities	13,358,968	244,965	2%
Facilities - Restorations and Improvements	5,987,484	235,863	4%
GIS	106,000	7,055	7%
Human Resources Capital Program	155,000	0	0%
Intergovernmental Affairs	102,144	0	0%
MacLab Centre	114,000	14,642	13%
Office Equipment Replacement Program	320,069	73,773	23%
Parks Development Capital - Growth Related Projects	523,104	34,166	7%
Parks Development Capital - Sustainability Projects	637,931	61,444	10%
Planning Department Capital Program	2,679,475	262,529	10%
Protective Services Capital Program	200,597	52,812	26%
Public Services Capital Program	1,394,189	193,333	14%
Recreation Capital Program	657,731	41,918	6%
Transit	842,445	0	0%
Wastewater Capital Program	273,608	0	0%
Water Department Capital Program	2,330,657	142,956	6%
2019 City of Leduc Capital Program	62,223,840	5,787,112	9%
Offsite Levies	10,704,974	1,844,872	17%



COUNCIL REQUEST FOR DECISION

MEETING DATE: August 19, 2019

SUBMITTED BY: M. Hay, Director Government Relations and Corporate Planning Strategy

PREPARED BY: C. Bole, Manager Corporate Planning and Performance

REPORT TITLE: Adoption of 2019-2022 City of Leduc Strategic Action Plan

EXECUTIVE SUMMARY

This report provides Council with an opportunity to review and adopt the identified strategic actions that administration will implement to achieve progress against the City of Leduc's 2019-2022 Strategic Plan ("Plan").

RECOMMENDATION

That Council adopt the 2019 - 2022 City of Leduc Strategic Plan Action Plan.

RATIONALE

The 2019-2022 Plan reflects Administration's plan to achieve the outcomes and strategies set forth by Council in the City of Leduc 2019-2022 Strategic Plan. Council reviewed the Strategic Plan and the first draft of the Plan at the Strategic Planning Committee session held on April 18, 2019, followed by a review and amendment of the second draft on July 8, 2019.

STRATEGIC / RELEVANT PLANS ALIGNMENT

While not directly identified as a component in the City of Leduc 2019-2022 Strategic Plan, the Plan supports the overall strategic planning system and provides clear and concise direction to Administration.

The Plan is organized by goal, outcome and strategy. It identifies the name of actions, followed by type of action (new or existing) and the year(s) the action would be budgeted and implemented. With Administration's commitment to service excellence, it is important to note, that many actions span multiple years to allow for proper research, investigation, planning, implementation and evaluation. Actions in the Plan are also colour coded to denote the department that will assume primary responsibility.

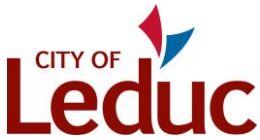
ORGANIZATIONAL IMPLICATIONS

ADMINISTRATION:

The Plan is used by business unit Directors and Managers to develop operational plans that reflect these strategic actions. Subsequently, budgets are developed that deliver on both the operational needs and strategic priorities for the City of Leduc. The Plan provides a clear and decisive foundation and directs Administrative efforts.

RISK ANALYSIS: FINANCIAL / LEGAL:

There are no direct financial or legal implications to adopting the Plan. As noted above, financial implications are identified as operational planning progresses and are accounted for in the upcoming budget prepared for Council's consideration later in the year. Administration remains committed to involving Council early in discussions regarding programs, services and projects that influence the draft budget.



COUNCIL REQUEST FOR DECISION

IMPLEMENTATION / COMMUNICATIONS:

When approved, the Corporate Planning Team, in concert with the Executive Team, disseminate the direction broadly to the Directors and Managers tasked with operational and budget planning responsibilities. Further, the Executive Team is available to provide additional clarity where required and to seek additional clarity from Council, as needed.

ALTERNATIVES:

1. Amend and adopt the 2019 - 2022 City of Leduc Strategic Plan Action Plan.
2. Provide additional direction to Administration for further consideration and defer the approval to a later date.

ATTACHMENTS

1. 2019-2020 Strategic Action Plan, 2020 Edition

2019-2022 Strategic Action Plan

The strategic action plan contains actions developed by Council and Administration that will be undertaken in the organization from 2019-2022 that will contribute to the achievement of both Council and administrative outcomes in the strategic and corporate business plans. The proposed actions will also align to budget 2020.

While this information was captured at a point in time, administration will undertake semi-annual reviews of these actions to adjust to changes in our internal and external environment. The 2020 actions are embedded in the appropriate business unit operational plans and budgets, and will form the basis for reporting progress to Council and Executive next year (pending budget approval).

Legend

Purple Font	City Manager's Office Responsibility
Blue Font	Community and Protective Services Responsibility
Orange Font	Corporate Services Responsibility
Green Font	Infrastructure and Planning Responsibility
Black Font	Responsible department yet to be determined or spans multiple departments
(N) New	Is not currently funded in operating or capital
(E) Existing	Is currently funded in operating or capital
x	Identifies the year work will take place*
Bold	Council Priority

* Investigation/planning and implementation of initiatives should take place in different, but consecutive years, where possible.

GOAL 1 - A CITY WHERE PEOPLE WANT TO LIVE, WORK AND PLAY

OUTCOME

The City of Leduc is recognized as a great place to live as it is a safe, healthy, active, creative and caring community. It has a solid reputation for active citizen engagement and inclusivity, as well as respect for diversity. Its infrastructure efficiently and effectively meets the needs of a growing community and community organizations. Residents have access to recreation, arts and culture, housing and employment. The business community is strong and is the backbone of our economy.

STRATEGY 1 – Enhance citizen engagement, with a focus on youth, in shaping and building our community.					
Actions	New/Existing	2019	2020	2021	2022
Implement enhancements to Meeting Management (i.e. document search, meeting recording/live feeds, etc.)	E	x	x		
Enhance the Mock Council Initiative for Students	E	x			
Investigate best practices and new opportunities for youth engagement and report recommendations to Council (i.e. youth council, youth centre, non-recreation based activities, etc.)	E & N	x	x		
Investigate and implement seed/grant funding for an innovative community enhancement grassroots initiative that could be administered by a City Board or Committee	N			x	x
Improve utilization of Engage Leduc	E	x	x		
Investigate and implement a public engagement framework (processes, resources) leveraging the Engage Leduc platform	N	x	x		
Investigate and implement customer service/citizen reporting tool – one city-wide tool for tracking inquiries, complaints, feedback and action taken	N		x	x	
Investigate and implement open data strategy and program	N			x	x

STRATEGY 2 – Deliver high quality municipal programs and services that improve quality of life.					
Actions	New/Existing	2019	2020	2021	2022
Administrative evaluation of an enhanced service review system, framework, process, software.	N			x	x

Continue implementing crime prevention programming in partnership with RCMP with a focus on youth and the property crime unit – further discussions required regarding resourcing of SRO role in the community in relation to other policing priorities.	E	x	x	x	x
Review roles and responsibilities with social service agencies to ensure ongoing collaboration	N	x	x		
Implement new FCSS communications strategy	E	x			
Leverage the false alarm bylaw to reduce the number of false alarms in coordination with the RCMP	E	x			
Continue to investigate and implement new technology that supports a safer community (light up cross walks, speed signs, elongated crossing detection, solar lights at bus stops)	E	x	x	x	x
Continue implementation of the Business Concierge Service – staff to assist clients with accessing planning and development services	E	x	x		
Investigate and implement enhanced community gardens – west side community gardens (capital budget 2020)	N	x	x		

STRATEGY 3 – Improve accessibility and inclusivity for civic facilities and programs.					
Actions	New/Existing	2019	2020	2021	2022
Implement new youth wellness initiative and access opportunities - youth (0-17) summer access during non-peak times, free transit to facilities	N	x	x		
Investigate new senior wellness initiative and access opportunities - COMPLETED	N	x COMPLETED			
Implement fees and charges strategy	E	x	x		
Implement changes to program space allocation practices and policies – scheduling city fields, programs, room use	E	x	x	x	
Investigate the opportunities for programming/facility/communications enhancements that support diversity and inclusiveness – what could this look like for the organization	N			x	x

STRATEGY 4 – Strengthen neighbourhood connections.					
Actions	New/Existing	2019	2020	2021	2022
Investigate archive framework as part of records management including resourcing	N		x		
Continue building awareness of the block party program with neighbourhoods – Administration to investigate streamlining the road closure process (too cumbersome)	E	x	x	x	x
Continue implementing the Good Neighbours Program	E	x	x	x	x
Investigate community network/league models	N			x	
Investigate programs that support/encourage getting to know your neighbours	N	x			

STRATEGY 5 – Increase focus on arts and culture within Leduc.					
Actions	New/Existing	2019	2020	2021	2022
Evaluate and enhance cultural programming	N			x	x
Investigate and draft an Arts, Culture and Heritage Strategy	N		x	x	
Partner with the Arts Foundry to determine options for future space	N	x	x		
Implement the LRC 10 th Anniversary Celebrations	N	x			
Continue with integration of the Maclab Theatre operations and further enhance marketing/attendance	E	x	x		
Review and enhance processes related to public art program	E	x			

STRATEGY 6 – Reduce harms associated with substance abuse.					
Actions	New/Existing	2019	2020	2021	2022
Implement new opioid and drug prevention programming	E	x			
Evaluate social impacts of cannabis legalization (all products)	N			x	x
Monitor plans for the implementation of federal legislation for cannabis edibles	N	x			

STRATEGY 7 – Support a vibrant and connected volunteer sector.					
Actions	New/Existing	2019	2020	2021	2022
Continue to celebrate volunteerism in the community	E	x	x	x	x
Continue to offer municipal grant programs to community organizations	E	x	x	x	x

Investigate enhancements to the PRC Forum (focus beyond sports and recreation, increase information sharing, etc.)	E	x		x	
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GOAL 2 - A CITY WITH A PLAN FOR THE FUTURE

OUTCOME

The City of Leduc is recognized for its capacity to meet the current needs of its residents and businesses today and into the future through creative and innovative approaches. It ensures that sustainability is integrated into its economic development, community development and environmental protection initiatives. It consistently delivers excellent municipal programs, services and infrastructure without compromising its long-term financial sustainability. Residents and business owners and operators are satisfied with the value they receive for their tax dollars and the quality of its municipal infrastructure.

STRATEGY 1 – Ensure that the City of Leduc has clear plans and strategies, supported by enabling technologies, to guide future growth with a high quality of life.					
Actions	New/Existing	2019	2020	2021	2022
Draft new 2023-2026 Strategic Plan	N				x
Investigate and, if directed, implement golf course options in relation to other plans and fiscal impacts/sustainability	N	x	x	x	x
Construct Telford Lake Multiway	N	x			
Design and construct Windrose Multiway	N	x	x		
Update and implement revised Parks Open Space and Trails Master Plan	E	x	x		
Update Multiway Master Plan	E	x			
Investigate Telford Lake opportunities (i.e. mapping, etc.)	N			x	x
Ongoing evaluation of multi-year road maintenance funding strategy and monitor the overall resulting pavement quality index impacts	E	x	x	x	x
Investigate and draft a Smart City Strategy – organizational initiative	N				x
Update the Long-term Fiscal Sustainability Plan	E				x
Review and evaluate pre-budget and corporate planning processes	N	x	x		
Develop new fiscal approach to surplus	N	x	x		
Investigate and implement increased accountability and transparency for rate payers through a financial system upgrade and an open data strategy (i.e. new financial system	N	x	x	x	x

(frameworks, software, processes, resources) for open data, accounting, budgeting, payroll, etc.))					
Assess impacts of MGA amendments on off-site levies and determine future application – pending approach by regional partners	E	x	x	x	x
Update attainable housing strategy	N				x
Explore options to support proposed seniors housing projects	N	x			
Evaluate AVPA impacts and update and implement the revised IDP	E	x	x	x	
Evaluate AVPA impacts and update and implement the revised MDP	E	x	x	x	
Update and implement the revised Environmental Plan (includes weather and climate readiness)	E			x	x
Update and implement the revised Water Master Plan	E	x	x		
Update the Sanitary Master Plan	E	x			
Review and update land-use bylaw including downtown zoning	N			x	x
Investigate and draft a Storm Water Master Plan	E		x	x	
Update Long-term Facility Master Plan	E	COMPLETED			
Evaluate land-use, business license and community standards impacts of cannabis legalization (all products)	N		x	x	

STRATEGY 2 – Balance municipal development with the preservation of our natural environment.					
Actions	New/Existing	2019	2020	2021	2022
Continue to investigate energy management initiatives including viable renewable energy	E	x	x	x	x
Implementation waste reduction initiatives for multi-family and ICF initiative, pending Council approval	N		x	x	
Preserve the wildlife corridor between Telford Lake and Saunders Lake	N			x	x

STRATEGY 3 – Optimize the use of existing municipal infrastructure.					
Actions	New/Existing	2019	2020	2021	2022
Develop long term leasing and sponsorship strategy	N	x			
Continue phased implementation of the Asset Management Strategy	E	x	x	x	x
Evaluate lands adjoining the City of Leduc for future development potential implementation(50 Year Growth Study)	E	x	x	x	x
Conduct Smart Traffic Feasibility Study	E	x			

STRATEGY 4 – Promote densification as a means of accommodating growth, promoting community vibrancy and reducing municipal cost structures.					
Actions	New/Existing	2019	2020	2021	2022
Lobby EIA and Accord partners regarding AVPA relaxation for school sites at LRC and downtown residential	E	x	x		
Review and evaluate a broader waiver for the AVPA	N	x	x		
Investigate opportunities to support densification including infill – secondary/garden suites	N	x	x		

GOAL 3 – AN ECONOMICALLY PROSPEROUS CITY

OUTCOME

The City of Leduc is open for business. It successfully leverages its proximity to an international airport and its access to road and rail infrastructure to attract and retain top commercial and industrial businesses, known as Alberta Aerotropolis. The local and regional economies are diversified and provide a wide range of employment opportunities. The City of Leduc is a regional employment centre with a thriving small business sector.

STRATEGY 1 – Maximize Leduc's geographic location to increase economic prosperity.					
Actions	New/Existing	2019	2020	2021	2022
Continue to implement marketing and communications strategy - tell our story, include youth perspectives	E	x	x	x	x
Design and secure funding (advocacy and lobbying) 65th Avenue	E	x	x	x	x
Implement Aerotropolis ASPs (65 th Avenue ASP, Telford Lake ASP)	E	x			
Investigate opportunities for incubators and support for pop-ups	N	x	x		
Investigate opportunities that support local business and producers (farm to table events in conjunction with Leduc County)	N			x	
Facilitate proposed cannabis development in the Sawridge Business Park	N	x	x		

STRATEGY 2 – Encourage economic growth and diversification in primary clusters.					
Actions	New/Existing	2019	2020	2021	2022
Review and update the Sports Tourism Master Plan	E				x
Implement an 'open for business' framework to attract and retain business (streamline regulatory and permitting services)	N	x			
Work with EIA, Edmonton Global and other strategic partners to collectively promote and support transportation, logistics and distribution	E	x	x	x	x
Investigate tourism opportunities and leverage events for the community – local and regional options	N			x	x
Investigate promoting the multiplier effect of purchasing local in partnership with other organizations (i.e. Chamber, County, DBA, etc.)	N		x		

STRATEGY 3 – Review and strengthen Leduc's role, approach and delivery of local and regional economic development.					
Actions	New/Existing	2019	2020	2021	2022
Optimize and define the roles of the City of Leduc to align with Edmonton Global and Airport Accord	E	x	x		

GOAL 4 – A COLLABORATIVE COMMUNITY-BUILDER AND REGIONAL PARTNER

OUTCOME

The City of Leduc is widely recognized as a trusted and effective partner in and around Leduc and is a leader at the Edmonton Metropolitan Region Board and Edmonton Global. It is cited as a leader in regional and inter-municipal collaboration. The city and Leduc County collaborate to identify and implement initiatives to improve services, share costs and drive economic outcomes.

STRATEGY 1 – Increase community building capacity to meet the needs and expectations of citizens by working collaboratively with stakeholders and partners within Leduc and across the region.					
Actions	New/Existing	2019	2020	2021	2022
Advocate the provincial government to maintain infrastructure, services and programs (i.e. hospital, downtown agency building, court	N	x	x	x	x

house, advocating for a share of provincial revenues, schools)					
Partner with telecom companies to bring Broadband to Leduc	N		x	x	x
Work with the province to address cost-recovery and equitable delivery of ambulance service	E	x	x		
Review and implement joint-use agreements (programming) with schools	N/E	x	x		
Continue to implement shared services with the RCMP and Province - COMPLETED	E	^x COMPLETED			
Continue to implement integrated crime reduction unit (ICRU) initiatives with the RCMP – monitoring prolific offenders	E	x	x	x	x
Implement the school site rationalization strategy	E	x			
Investigate opportunities for Crystal Creek servicing, developer partnerships and/or sale of land	E	x	x	x	x
Participate in discussions with the Regional Transit Services Commission	N	x	x	x	x
Drive regional benefits through the EIA Cooperation Accord <ul style="list-style-type: none"> LUST - Land-use, servicing and transportation framework Economic development framework Shared cost/shared benefit framework Monitor investment in public transit 	E/N	x	x	x	x

STRATEGY 2 – Increase efficiency and effectiveness of delivering municipal programs, services and infrastructure by working collaboratively with other municipalities.					
Actions	New/Existing	2019	2020	2021	2022
Continue to support building regional elected official to elected official relationships	E	x	x	x	x
Work with Leduc County to determine options for shared fire service initiatives	N	x			
Secure an auto-aid agreement for the Leduc Industrial Park	N	x			
Continue to participate in the Edmonton Metropolitan Region Board (servicing, infrastructure/transportation, transit, land-use planning, agriculture)	E	x	x	x	x
Continue implementing County cost sharing agreements <ul style="list-style-type: none"> recreation, culture and library cost share 	E	x	x	x	x

<ul style="list-style-type: none"> • fire service agreements • airport tax sharing • boundary roads and facilities • joint ownership of equipment • transit and enhancements 					
Investigate new shared service opportunities with Leduc County (e.g. FCSS, etc.)	N			x	



COUNCIL REQUEST FOR DECISION

MEETING DATE: August 19, 2019

SUBMITTED BY: K. Woitt, Director, Planning & Development

PREPARED BY: S. Losier, Manager, Long Range Planning

REPORT TITLE: Edgewater Home Owner Association

EXECUTIVE SUMMARY

Edgewater is a gated community within Southfork. It is managed by a Home Owners Association (HOA). The HOA has submitted an official request for the City of Leduc to take over certain services.

RECOMMENDATION

That Council approve the City undertaking the Final Acceptance Certificate (FAC) process for the Edgewater road and utility infrastructure and, subject to the issuance of all applicable FACs and the satisfaction of all conditions relating thereto, assume ownership of the infrastructure and responsibility for the provision of the requested services.

RATIONALE

In July 2017, the City entered into a Development Agreement with Tamani Communities for the development of Southfork Stage 9, a gated community to be managed by a HOA. Following the execution of the Development Agreement, Tamani Communities, being the developer initiating this stage, proceeded with the installation of the infrastructure. As the gated community is going to be managed privately, the City is not requiring the developer to go through the Final Acceptance Certificate (FAC) process. Therefore, services such as snow removal, garbage pickup, and road repair, and others that are typically done by Public Services in a conventional neighbourhood, are to be done by the HOA and paid by the HOA.

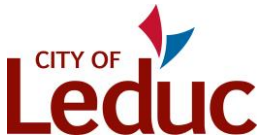
After 2 years of marketing in a challenging economy, Tamani and the HOA have concluded that the current structure, requiring all owners to pay the fees for the services provided by the HOA in addition to the municipal tax, is not viable. To address this situation, while retaining certain characteristic of the original concept, the HOA would like the City to take over:

1. Residential waste services (garbage, composting, and recycling)
2. Snow removal
3. Road and utility infrastructure (maintenance and ownership)

In order for the above to take place, the road and the infrastructure that is currently private would have to be transferred to the City of Leduc. To achieve this, Administration would have to conduct the FAC process on the infrastructure (surface and underground). Furthermore, all gates would have to be either welded open or simply remove to allow for public vehicle or their contracted services to access the subdivision. This would also include the gates that are located between the multiway and the street if the street would become public.

In this request, the HOA would remain the owner of the park, the fence and the entrance feature, meaning that these would remain under private ownership. Notwithstanding any assumption of responsibility for infrastructure and services by the City, the HOA would remain responsible for the maintenance of the private property.

STRATEGIC / RELEVANT PLANS ALIGNMENT



COUNCIL REQUEST FOR DECISION

There are no plans implication, but should Council agree with the request, Administration would have to ensure that the infrastructure that would become public would meet the City of Leduc Minimum Engineering Standards.

ORGANIZATIONAL IMPLICATIONS

ADMINISTRATION:

The main impact of this request would be on the Public Service Department as it is the department that is responsible for managing and maintaining all public assets within the City. If the infrastructure would become public, then Public Service would have to extend their services to cover this new area.

RISK ANALYSIS: FINANCIAL / LEGAL:

Considering that Public Services already offers the services requested by the HOA in their letter, Administration doesn't anticipate any significant financial implications. From a legal perspective, all infrastructure would have to be inspected and a FAC obtained prior to the transfer of the ownership to the City of Leduc. The issuance of FACs signifies that the infrastructure complies with the City's engineering standards and functions as intended, thus enabling it to be managed as public infrastructure.

IMPLEMENTATION / COMMUNICATIONS:

Implementing the recommendation could create certain challenges as it will create an area with shared responsibilities between the HOA and the City. It may be confusing to the residents. They may not realize when in need of assistance, that the park and the fence will be under the HOA jurisdiction while the road and the infrastructure will be under the jurisdiction of the City. Furthermore, this could also create some confusion from a user perspective as the park within the neighbourhood would remain private and for the exclusive benefit of the HOA and its membership.

ALTERNATIVES:

1. To refuse the request. This would mean that the HOA would remain in full effect as created and would have to find an alternative solution to secure their viability. If unsuccessful, this could mean that this subdivision could remain undeveloped for a very long time and/or could create a significant financial strain on the developer.
2. Request that all infrastructure and amenities in the neighbourhood become public. This would eliminate the potential confusion about who is responsible for what and would facilitate the integration of this area into the Public Service programs, but would constitute a further departure from the original concept. This would mean that the concept of gated community would be completely removed. Further, the FAC process would be invoked – any transfer to the City would be conditional upon the issuance of FACs.

ATTACHMENTS

Request letter

Site Plan Edgewater



Date: June 3, 2019

To: City of Leduc
#1 Alexandra park
Leduc, AB T9E 4C4

Attn: Sylvain Losier - Manager, Long Range Planning

Re: Southfork Edgewater Homeowners Association Request

Sylvain,

Thank you and your team for meeting with us the other day. Further to our discussion regarding the Homeowners Association (HOA) in Edgewater, we are submitting this letter as a formal request to the City to determine the possibility of taking over certain aspects of the Edgewater HOA.

Tamani is hoping that the City could take over the following items that are currently managed by the HOA:

1. Residential Waste Services – including garbage, composting and recycling;
2. Snow Removal;
3. Road and infrastructure (sanitary, storm, water and shallows) maintenance– ownership of the road, infrastructure and utilities would be transferred to the City;
4. The HOA would continue to own and maintain the Edgewater park, the entry feature and the community fencing, at the HOA's expense.

All of these services are currently covered by the City in other standard subdivisions in Leduc and funded via property taxes. Given that residents in Edgewater pay market rates for property taxes and that Edgewater was serviced to meet City of Leduc standards, transferring these services should be manageable.

We appreciate your consideration and are available to answer any questions you may have, or, provide any additional information as required.

Your partners in building great communities.

Tamani Communities



Per: Cameron Hart
Vice President

EDGE WATER IN SOUTHFORK

LEGEND

- (46) Recommended House Size
- 17.01 Lot Dimension in Metres
- 16.52 Lot Frontage in Metres
- ☀ Street Light
- ⦿ Hydrant
- ⦿ Pedestal
- ⦿ Transformer
- ☐ Mailbox Location
- D Split Drainage
- A Back To Front Drainage
- W Walkout Lot
- A/D Transition Lot Drainage
- Ⓢ Driveway / Garage Location
- Wood Screen Fence
- - - Cedar Fence With Columns
- - - Chain Link Fence
- Single Family Front Attached Garage

LOT LEGEND

- 17.01 Lot Dimension (Metres)
- (46) House Width (Feet)
- 53 Lot Number
- W Lot Drainage Type
- 16.52 Lot Frontage (Metres)
- Ⓢ Garage / Driveway Location



This plan has been prepared for prospective purchasers and should be viewed as an information only plan as it is subject to errors and could change. Please refer to registered plans for more information.



COUNCIL REQUEST FOR DECISION

MEETING DATE: August 19, 2019

SUBMITTED BY: K. Woitt, Director Planning & Development

PREPARED BY: A. Renneberg, Current Planner II

REPORT TITLE: Arterial Road Name Approval (Pioneer Road)

EXECUTIVE SUMMARY

City Council is responsible for naming arterial roads under the City's Naming Policy. With the support of the City's Naming Committee, administration recommends that Council approve the name 'Pioneer Road' for the road being constructed in the City's southeast quadrant.

RECOMMENDATION

That Council approve 'Pioneer Road' as the name for the arterial road currently being constructed along the City's southeast quadrant, east of Highway 2A.

RATIONALE

The City of Leduc Engineering Department is undertaking construction of the first phase of the south arterial road in the City's southeast quadrant, south of the neighbourhoods of Meadowview and Tribute. The first phase of this road will extend east from Highway 2A, across the CP Rail line, and connect to an extension of Caledonia Drive in Meadowview/Tribute, which is anticipated with a current stage of subdivision in that area. The 4-lane arterial road will eventually extend east from there, tying into the future extension of Spine Road on the east side of the City. A map depicting the extent of the subject road is included as Attachment 1 to this report.

As this is a new road, a name needs to be approved. Under the City's Naming Policy the Naming Committee is to review the scope and any names proposed and can make a recommendation to Council for the naming of arterial roads. The Committee was presented a naming request by the City's Engineering Department in relation to the aforementioned road construction and has taken into consideration the type of road, its location and anticipated extent. Similar type roads in the community are named after different aspects of the community's and region's history (i.e. Black Gold Drive, Grant MacEwan Boulevard) and as such, the Committee is recommending 'Pioneer Road' be approved by Council as the official name of the roadway, harkening to the community's roots in agriculture and the homesteading past of its residents.

STRATEGIC / RELEVANT PLANS ALIGNMENT

Authority is granted to City Council under Section 58 of the Municipal Government Act to name roads or areas within the City. The City's Naming Policy 61.00:27 further outlines the parameters by which the City of Leduc is able to do so.

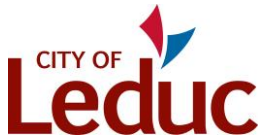
ORGANIZATIONAL IMPLICATIONS

ADMINISTRATION:

Naming of the roadway coincides with construction of the first phase of the road by the City's Engineering department. Naming the road is required to legally register the necessary right-of-way for the road and vest the interest in the City of Leduc.

RISK ANALYSIS: FINANCIAL / LEGAL:

There are no financial or legal implications.



COUNCIL REQUEST FOR DECISION

IMPLEMENTATION / COMMUNICATIONS:

There are no communication requirements.

ALTERNATIVES:

1. That Council approve an alternative name for the arterial road currently being constructed along the City's southeast quadrant, east of Highway 2A.

ATTACHMENTS

1. Arterial Road Naming Map (Pioneer Road Extent)
2. City of Leduc Naming Policy (61.00:27)

ATTACHMENT 1
Arterial Road Naming Map
(Pioneer Road Extent)



50 STREET

ROLLYVIEW ROAD

HIGHWAY 2A

C.W. GAETZ ROAD

FUTURE SPINE ROAD

Phase 1

Phase 2

Phase 3

Phase 4

Phase 5 (with future annex.)




City of Leduc Policy

Policy Title: Naming Policy

Policy No: 61.00:27

Supersedes: 72.60:01

Revision #:

Authority (Council or City Manager): Council	
Section: Planning & Development	Approval Date: May 28, 2012
Responsible Department: Planning	Effective Date: May 28, 2012
Relevant Legislation:	
Relevant Council Resolution(s) No. 135/2012 – May 28, 2012	
Relevant Bylaw and Date(s): Bylaw No. 787-2012 approved May 28, 2012	
Authority's Signature: 	

Policy Objective:

The purpose of this policy is to outline the process and responsibilities for naming roadways, neighbourhoods, parks, water bodies and municipal facilities.

Definitions:

1. Municipal Facility – for the purpose of this policy, a municipal facility is any building or structure owned by or under the direction and control of the City, including bridges, civic buildings, fire halls, substations, etc. The naming of libraries, as well as halls, rooms or other facilities within a municipally-owned or controlled facility are excluded from this policy.
2. Neighbourhood – as per Bylaw No. 787-2012.
3. Organization – for the purpose of this policy, an organization is a social unit of people, systematically structured and managed to meet a need or to pursue collective goals for the community on a continuing basis.
4. Park – for the purpose of this policy, a park is any area owned or controlled by the City for which the primary uses are the provision of leisure services and beautification of the community. Typically, these areas are zoned P-1 Recreation or U-S Urban Services. Small areas of land owned by the City not suitable for park development are excluded from this policy.
5. Roadway – as per Bylaw No. 787-2012.
6. Water Body – for the purpose of this policy, a water body is any man-made facility that is under the jurisdiction of the City and is designated to store, detain or retain water, and includes Storm Water Management Facilities and Reservoirs. Typically, these areas are zoned U-S Urban Services or U-R Urban Reserve.

Policy:

A. Special Authorities

1. Naming Committee
 - a) The Naming Committee shall operate according to Bylaw No. 787-2012.
 - b) The Naming Committee shall meet as required by Administration in order to carry out its mandate.
2. Parks, Recreation and Culture Board
 - a) The Parks, Recreation and Culture Board shall operate according to Bylaw No. 459-2000.

B. Names Reserve List

1. A Names Reserve List will be established and maintained by the Naming Committee and shall include the significance of names stored therein.
2. Names on the Names Reserve List shall be ranked by the Naming Committee based on their suitability for certain high-level projects; higher ranking names shall be attributed to higher profile cases (ex. arterial roadways, highly programmable parks, etc.).
3. The naming of roadways, neighbourhoods, parks, water bodies and municipal facilities shall be done in consideration of, but not limited to, the following criteria:
 - a) Names reflecting historical significance to the City.
 - b) Names recognizing the flora, fauna and natural features of the City.
 - c) Names of noteworthy persons that are deceased, such as:
 - i. A person who demonstrated excellence, courage, or exceptional dedication to service in ways that brought special credit to the City of Leduc, the Province of Alberta, or Canada.
 - ii. A person who volunteered and gave extraordinary help or care to individuals, families, or groups, or supported community services or humanitarian causes.
 - iii. A person who fostered equality and reduced discrimination.
 - iv. A person who risked his or her life to save or protect others.
 - v. A person who achieved a deed or activity performed in an outstanding professional manner or of an uncommonly high standard that brought considerable benefit or great honour to the City, Province or Country.
 - vi. Early pioneers who contributed significantly to the city.

- d) Former Mayors no sooner than one year after leaving office. The naming shall have regard to their achievements or areas of interest during his or her term of office.
 - 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.
 - f) Names are encouraged to reflect the cultural and ethnic diversity of the community.
4. Application for a name to be considered for addition to the Names Reserve List shall be in writing and shall include the history and/or significance of the name to the City of Leduc, along with a brief description of how the name would be a positive addition to the community. If the application is made for a name of a specific person, a photo of the individual shall be included whenever possible.

Process:

A. Responsibilities

1. City of Leduc, Department of Planning and Development
 - a) Shall notify the Naming Committee when a roadway or neighbourhood name is required and shall provide its recommendation for consideration when appropriate.
 - b) Shall receive all suggestions from the public, local organizations, Civic Departments, City of Leduc Boards and Committees, and City Council for names to be added to the Names Reserve List and shall forward these suggestions on to the Naming Committee.
 - c) Shall receive all applications from the public, local organizations, City of Leduc Boards and Committees, Civic Departments and City Council for the naming and renaming of roadways and neighbourhoods and shall forward these applications on to the Naming Committee for review.
 - d) Shall prepare any reports and provide any information necessary for the Naming Committee to follow through with its mandate.
 - e) Shall notify and elicit comments from all affected parties of any applications that administration chooses to proceed with for naming or renaming roadways and neighbourhoods and of the decision thereto of the Naming Committee, Parks, Recreation and Culture Board, and/or City Council.
 - f) Shall be responsible for assigning the appropriate descriptive word for a roadway, according to Schedule A.
 - g) Shall elicit names to be added to the Names Reserve List when appropriate.

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 Culture 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 Culture Board, and/or City Council.
- e) Shall elicit names to be added to the Names Reserve List when appropriate.

3. Naming Committee

- a) Approves names to be added to the Names Reserve List that is established and maintained by the Naming Committee.
- b) Reviews suggestions for naming roadways and neighbourhoods and has the authority to approve them.
- c) Reviews and makes recommendations to City Council on applications for naming arterial roadways and for renaming roadways and neighbourhoods.
- d) Shall elicit names to be added to the Names Reserve List when appropriate.

4. Parks, Recreation and Culture Board

- a) Reviews and makes recommendations to City Council on applications for the naming and renaming of parks, water bodies and municipal facilities.
- b) Shall elicit names to be added to the Names Reserve List when appropriate.

5. City Council

- a) Reviews, evaluates and approves applications for the naming and renaming of parks, water bodies and municipal facilities, taking into consideration the recommendation of the Parks, Recreation and Culture Board when appropriate.
- b) Reviews, evaluates and approves applications for the naming of arterial roadways and the renaming of roadways and neighbourhoods, taking into consideration the recommendation of the Naming Committee when appropriate.

B. Eliciting Names

1. Names may be elicited from one of, or a combination of, the following sources:
 - a) The private developer of the land where the roadway, neighbourhood, park, water body or municipal facility will be located;
 - b) The general public;
 - c) Local organizations;
 - d) City Administration;
 - e) City Boards and Committees;
 - f) City Council;
 - g) Any other source deemed appropriate.

C. Applications for Naming and Renaming

1. Requests to name and/or rename a roadway, neighbourhood, park, water body, or municipal facility shall comply with all criteria outlined in this policy.
2. Applications to name and rename specific parks, water bodies and municipal facilities shall only be made by City of Leduc Boards and Committees, Civic Departments, and City Council.
3. Applications shall include:
 - a) Information on the focus area of the request (i.e. the particular roadway, neighbourhood, park, water body or municipal facility that is being addressed through the application);
 - b) The name that is being proposed;
 - c) Any applicable information regarding the significance of the name to the community of Leduc and why that name should be used for a particular roadway, neighbourhood, park, water body or municipal facility;
 - d) Whenever possible, a photo of the individual if the naming request is made for the name of a specific person; and
 - e) The contact information of the applicant.
4. If the name complies with all criteria outlined in this policy and is not used for the purpose of the initial application, it will be considered for addition to the Names Reserve List by the Naming Committee to be considered for use at a later time.

D. Guidelines

1. General
 - a) Names from the Names Reserve List shall be used whenever possible and appropriate.
 - b) A name not on the Names Reserve List may still be considered if the Naming Committee, Parks, Recreation and Culture Board

and/or City Council deems it appropriate and having met all applicable naming criteria.

- c) An individual, organization, or business entity may become a title sponsor (namesake) of a park, water body or municipal facility in recognition of their funds, goods, and/or service support, at the discretion of both the Parks, Recreation and Culture Board and City Council.
- d) Names must be distinct between neighbourhoods.
- e) Names shall not be offensive in any language or context.
- f) Whenever possible, the family shall be contacted to inform them when their surname or the name of a family member is being used.

2. Parks

- a) Parks are not required to be named after the theme of the neighbourhood or to begin with the first letter of the neighbourhood in which they are located.

3. Water Bodies

- a) Water bodies shall be named after the park where it is situated or adjacent to, the neighbourhood in which it is located or after the theme of the neighbourhood.

4. Municipal Facilities

- a) Municipal facilities may be named after the neighbourhood in which they are located, the name of a person significant to the purpose of such a facility, a geographical designation, an organization, or after a historical event.

5. Neighbourhoods

- a) A specific name and/or theme may be assigned to a neighbourhood by the Naming Committee.
- b) In the case of new subdivisions, the developer of the lands and the Naming Committee will work together to determine an appropriate neighbourhood name.

6. Roadways

- a) For new subdivisions, the Naming Committee will work with the developer of the lands to name the roadways.
- b) Cul-de-sacs:
 - i. A bulb with 10 or fewer lots shall have the same name as the roadway it branches off of.
 - ii. A bulb with 11 or more lots shall have a separate name from the roadway it branches off of.
- c) Roadways shall be identified by name where the grid alignment would unnecessarily confuse the public if it were to be numbered.

- d) Roadways shall be identified by name where the majority of roads in a neighbourhood or adjacent neighbourhood are identified by name.
- e) Roadway names shall begin with the first letter of the neighbourhood name, when appropriate.
- f) Roadway names shall contain no more than two (2) words in addition to the roadway designation assigned.
- g) Alphabetical roadway names shall not be permitted (ex: Avenue A, B Street, etc.).
- h) Named and numbered roadways oriented in a north/south fashion shall bear "Street" as a roadway designation, and those oriented east/west shall bear "Avenue" as a roadway designation, where appropriate for the neighbourhood.
- i) Roadway designations shall be applied to roadway names based on expected traffic flow, topography, design configuration, and other geographical features, consistent with Schedule A.
- j) Roadway names in use and/or shown on plans of subdivision for areas annexed into the City shall be subject to change (Municipal Government Act).

SCHEDULE A**Roadway Designations**

Avenue	Applied to describe a named or numerically designated east-west road.
Bay	Applied to a cul-de-sac of relatively short length, generally given but not restricted to roads near water.
Bend	Applied to a road adjacent to or near to the curved part of a moving body of water (river, stream, creek, etc.).
Boulevard	Applied to a major road, which may span more than one neighbourhood.
Byway	Applied to a little-travelled side road.
Cape	Applied to a cul-de-sac near water.
Circle	Applied to a road that completes a loop upon itself.
Circuit	Applied to a road that follows a course around a periphery.
Close	Applied to a P-shaped or racquet-shaped road with only one entry from another road.
Common	Applied to a road adjacent to a piece of land subject to common use.
Court	Applied to a cul-de-sac.
Cove	Applied to a cul-de-sac near water.
Crescent	Applied to a U-shaped road accessible at either end from the same street and with no other intersections with through streets.
Crossing	Applied to a road that crosses a geographic feature, a place where a railroad track crosses a roadway.
Dale	Applied to a road located in a valley.
Dell	Applied to a road located in a valley, especially if surrounded by trees or woods.
Diversion	Applied to a road that deviates from a standard or regular course.
Drive	Applied to a road that may span more than one neighbourhood.
End	Applied to a road that lies at the terminal point of something.
Esplanade	Applied to a level, open road or pedestrian walk along a shore.
Expressway	Applied to a high-speed, divided road with grade separations at important intersections with other roadways.
Extension	Applied to a road that forms a distinct continuation of another roadway.
Gardens	Applied to a road adjacent to an open air eating or drinking place.
Gate	Applied to a short road giving access to a neighbourhood from a major roadway.
Green	Applied to a road adjacent to a common or park in the centre of a neighbourhood.
Grove	Applied to private roadways, but also valid for other roadways, particularly where vegetation is noticeable.

Heath	Applied to a minor road or cul-de-sac, adjacent to or embracing an open space.
Heights	Applied to private roadways, but also valid for other roadways, particularly those located on hills or escarpments, cul-de-sacs overlooking valleys, etc.
Highway	Refers to a provincially-designated road.
Hill	Applied to a minor road located on lands with a noticeable slope.
Hollow	Applied to a road in a small valley or basin.
Island	Applied to a roadway that extends on to a piece of land surrounded by water.
Landing	Applied to a cul-de-sac generally located near water or located on an area overlooking a ravine or the valley.
Lane	Applied to a narrow road, often private.
Link	Applied to a road joining two cells of a neighbourhood or two points of one road to another.
Lookout	Applied to an elevated road affording a wide view for observation.
Loop	Applied to a road that forms a closed or partly open curve.
Mount	Applied to private roadways, but also valid for any minor roadway, particularly those located on hills, escarpments, or overlooking valleys, etc.
Parade	Applied to a road adjacent to a place for strolling.
Parkway	Applied to a major transportation artery that spans more than one area of the City.
Passage	Applied to a pedestrian walkway.
Place	Applied to a road with no other intersecting roadways.
Promenade	Applied to a road adjacent to a public place for strolling.
Point	Applied to a cul-de-sac generally located near water or located on an area overlooking a ravine or the valley.
Ridge	Applied to a road near or through a range of hills or mountains.
Rise	Applied to a minor road that has a noticeable slope throughout most of its length.
Road	Applied to a major road that may span more than one neighbourhood.
Row	Applied to a road dominated by a specific kind of enterprise or occupancy.
Run	Applied to a road adjacent to or near a natural area (originally meant a path used by animals).
Square	Applied to a road embracing an open area.
Street	Applied to describe a named or numerically designated north-south road.
Terrace	Applied to a road adjacent to a row of houses or apartments on raised ground.
Trail	Applied to a major transportation artery, which spans more than one area of the city.
View	Applied to a minor road located on lands with a noticeable slope and offers a view.

Vista	Applied to a road with a distant view through an opening or along the roadway.
Walk	Applied to pedestrian walkways.
Way	Applied to a minor road that may change direction.
Wynd	Applied to a very narrow street.



COUNCIL REQUEST FOR DECISION

MEETING DATE: August 19, 2019

SUBMITTED BY: K. Woitt, Director Planning & Development

PREPARED BY: A. Renneberg, Current Planner II

REPORT TITLE: Bylaw No. 1024-2019 (Deer Valley-Creekside Area Structure Plan Amendment) (2nd and 3rd Readings)

EXECUTIVE SUMMARY

Administration recommends that Council give final readings to Bylaw 1024-2019, adopting the Deer Valley/Creekside ASP Amendment. The amendment proposes changes within undeveloped lands in the SE ¼ Section 33-49-25-W4 as a result of a school site no longer being needed by local school boards.

RECOMMENDATION

1. That Council give Bylaw No. 1024-2019 second reading; and
2. That Council give Bylaw No. 1024-2019 third reading.

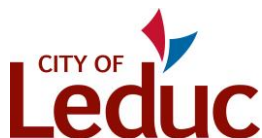
RATIONALE

An area structure plan (ASP) provides the framework for subsequent subdivision and development of an area of land within a municipality. The Deer Valley ASP describes the sequence of development anticipated for the lands located within the SE ¼ Section 33-49-25-W4, as well as the land uses proposed for the area and the general locations of major transportation routes and public utilities. The bylaw adopting the original Deer Valley ASP in 2002 was amended in 2004, 2006 and 2008. Bylaw 1024-2019 seeks to further amend the ASP to respond to current development trends. The ASP includes a mix of low and medium density residential land uses, along with parks and open space, servicing infrastructure, and roads and multiway connections to service the community.

This proposed amendment focuses on the undeveloped northern half of the lands, recently rebranded as the neighbourhood of Creekside. In 2017, the Black Gold Regional School Division (BGRD) agreed to release its interest in the 2.85 ha school site identified within the ASP on the northern portion of the quarter section, at the request of the City and the developer, Creation Communities. A letter outlining this decision has been attached for reference to this report. In exchange for future high school development on the joint school/recreation site within the West ASP lands, BGRD has allowed Creation Communities to repurpose the future school site area on the Creekside lands for low and medium-density residential development. Municipal Reserve previously accounted for on the future school site has now been redistributed throughout the undeveloped lands, still providing the City with the maximum 10% land dedication allowed for under the Municipal Government Act.

As a number of years have passed since the adoption of the original ASP, changes were also made throughout the plan to update base information and statistics, as well as to bring transportation and servicing plans up to date.

A public open house was advertised and hosted by Creation Communities on May 8, 2019. Five members of the public, as well as two members of Council, were present along with representatives of the developer and the City of Leduc. Residents were interested in clarifying the ultimate location of multiway along the creek as well as understanding why the school site was not being utilized as originally planned. There was also discussion regarding the timeline for neighbourhood development, the type of housing planned for the Creekside area, and anticipated plans for adjacent lands.



COUNCIL REQUEST FOR DECISION

STRATEGIC / RELEVANT PLANS ALIGNMENT

Bylaw 1024-2019 is consistent with the City's Municipal Development Plan, as amended and the City of Leduc-Leduc County Intermunicipal Development Plan, as amended. The proposed bylaw also follows the principles of 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.

ORGANIZATIONAL IMPLICATIONS

ADMINISTRATION:

There are no organizational implications.

RISK ANALYSIS: FINANCIAL / LEGAL:

1. Municipal Government Act, RSA 2000, Chapter M-26, as amended
 - S. 633 outlines the parameters for Council adopting an area structure plan, as well as the required contents and consistency of such a plan.
2. Regional Evaluation Framework, Edmonton Metropolitan Region Growth Plan
 - S. 4.2 outlines under what conditions an amendment to a statutory plan is to be referred to the Edmonton Metropolitan Region Board (EMRB) for approval prior to receiving third reading by Council.
 - As Condition (k) of Section 4.2 is triggered by this ASP amendment, being that the boundaries of the proposed statutory plan amendment are within 1.6 km of the boundaries of the Edmonton International Airport, the Deer Valley/Creekside ASP amendment was submitted to the EMRB following Bylaw 1024-2019 receiving first reading on May 27, 2019.
 - The Deer Valley/Creekside ASP Amendment was approved by the EMRB in a decision dated June 25, 2019.

IMPLEMENTATION / COMMUNICATIONS:

A public hearing was held earlier at this meeting of Council. The hearing was advertised in the August 2 and 9, 2019 issues of 'The Representative'. Notices were also sent to landowners within 61 m of the undeveloped lands most affected by the application.

ALTERNATIVES:

1. That Council amend Bylaw 1024-2019;
2. That Council defeat Bylaw 1024-2019.

ATTACHMENTS

1. Bylaw 1024-2019
2. Key Plan
3. Land Use Concept (Approved ASP)
4. Land Use Concept (Proposed ASP Amendment)
5. Letter from Black Gold Regional School Division re: Repurposing Deer Valley School Site

Bylaw No. 1024-2019

Page 1

AMENDMENT TO DEER VALLEY AREA STRUCTURE PLAN, BYLAW NO. 511-2002

The *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended (the "Act") grants a municipality the authority to adopt by Bylaw an Area Structure Plan for the purpose of providing a framework for subsequent subdivision and development of an area of land in a municipality;

AND: Bylaw No. 511-2002 adopts the Deer Valley Area Structure Plan, passed by Council on May 13, 2002 and subsequently amended by Council on December 13, 2004; June 12, 2006; and July 15, 2008;

AND: Council has deemed it expedient and necessary to further amend Bylaw No. 511-2002;

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 II: APPLICATION

1. **THAT:** That Bylaw 511-2002 be amended as follows:
 - a. This Bylaw be cited as the Deer Valley/Creekside Area Structure Plan Bylaw;
 - b. Schedule "A" of Bylaw No. 511-2002 be amended in accordance with the attached Schedule "A".

PART III: ENACTMENT

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

READ A FIRST TIME IN COUNCIL THIS _____ OF _____, AD 2019.

READ A SECOND TIME IN COUNCIL THIS _____ DAY OF _____, AD 2019.

READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS _____ DAY OF _____, AD 2019.

Robert Young
MAYOR

Sandra Davis
CITY CLERK

 Date Signed



Deer Valley | Creekside

AMENDMENT TO THE DEER VALLEY ASP ASSESSMENT REPORT

S.E. ¼ Sec.33, Twp.49, Rge.25, W4M

26 April 2019

Submitted to: City of Leduc



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- Figure 2: Land Use Plan
- Figure 3: Parks & Open Spaces
- Figure 4: Road Classification Plan
- Figure 5: Active Transportation Plan
- Figure 6: Water Distribution System
- Figure 7: Sanitary Collection System
- Figure 8: Stormwater Management System
- Figure 9: Relocation of Gas Line
- Figure 10: Phasing Plan

1.0. Introduction

1.1. PURPOSE AND PROJECT LOCATION

The purpose of this document is to describe the vision, development objectives, and proposed land uses for a portion of the S.E. ¼ Sec.33, Twp.49, Rge.25, W4M, which is part of the Deer Valley/Creekside Area Structure Plan (hereinafter referred to as “the Plan”) located in Leduc, AB. This document serves to support our client’s intention to amend the Deer Valley ASP by identifying how proposed changes to the plan align with the existing vision and policies as identified in the City’s existing planning documents and the *Edmonton Metropolitan Region Growth Plan* (EMRGP).

The reason for amending the Plan is attributed to a change in the land use plan, which originally designated a 2.85-hectare parcel in the north west corner as School Reserve. Through discussions with City administration and Black Gold Regional School Division, it was confirmed that there was no longer a desire or plausible need to locate a school at this location, and subsequently the future land use for this portion of the plan area is being reconsidered as medium-density residential. Since the Plan was originally completed in 2008, there have been many changes in Leduc. With the recent adoption of the EMRGP, along with updates to a number of the City’s planning documents (*Municipal Development Plan* in 2012, *Strategic Plan* in 2014, *Intermunicipal Development Plan* in 2017), the portion of lands currently undeveloped, known as Creekside, need to be consistent with these documents. In carrying out the amendment to the Plan for the Creekside area the City also requested that the Plan reflect the entire area to clean up the Plan based on changes that have occurred previously. Therefore, this amendment includes the entire Area Structure Plan, however, the main focus is on the changes arising that relate purely to the Creekside area.

The project location is shown on **Figure 1 – Project location**. This boundary encompasses the final phase of the Deer Valley/Creekside ASP, however, there is a portion of the Deer Valley ASP to the south of the creek along Deer Valley Drive that is yet to be developed.



Figure 1. Creekside and Deer Valley ASP Boundary

1.2. EXISTING CONDITIONS

The subject lands are predominately built out, with effectively the Creekside (Phase 4) area remaining undeveloped, resulting in the majority of the lands containing residential buildings of a variety of forms (ranging from single – multi units) (refer to Figure 2). On the corner of 50 Ave and Deer Valley Drive exists a small commercial site providing services to residents and beyond that is part of the original Plan. The development also includes the provision of an Environmental Reserve that protects an existing watercourse along with a naturalized stormwater pond. The land is relatively flat with the Creekside phase, containing some mild undulation and existing wetlands.

A developed neighbourhood Park exists on the corner of Ameena Drive and Deer Valley Drive and a multiway extends on the east side of Deer Valley Drive running in a north south direction. The Creekside portion of the Plan adjoins the Environmental Reserve and Community Park. Currently an existing natural gas line runs through the Creekside and Park lands and will require relocation.

1.3. OBJECTIVES

The Plan updates Creekside based on the changes to the land uses while also cleaning up historical changes to the original Plan. The key objectives of the Plan are:

- To provide diversity in the housing stock that provides affordable choices to residents.
- To provide a Sense of Place within the community through enhancement of natural areas, creation of parks and open space, combined with a connected trail system and local commercial site.
- To increase density in accordance with the recently adopted Edmonton Metropolitan Region Growth Plan.
- To create a transportation network that is consistent with the City's Transportation Master Plan.
- To provide water, sanitary and stormwater services to support the development.
- To provide housing within close proximity to major nodes of employment.

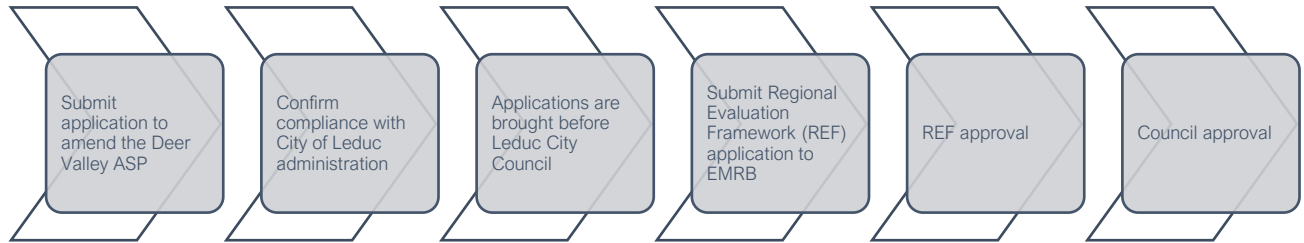
A thorough review was conducted of all relevant planning documents, both statutory and non-statutory, for the purpose of demonstrating how this amendment will ultimately be in accordance with the City's policies and aligned with the growth & development objectives of the wider region.

1.4. APPROVAL PROCESS

Approval of the Plan amendment will be undertaken as per the *City of Leduc Area Structure Plan & Outline Plan Guidelines*. For the purpose of providing greater clarity to The Plan, it is our understanding that it would be in the best interests of the City and the Developer to rescind the entire existing ASP and draft a new document which would include all of the approved and proposed amendments in one consistent document.

Following confirmation of compliance by the City of Leduc's Planning & Development Department, the ASP amendment shall be referred to Council with a recommendation that Council approve the proposed rezoning and ASP amendment. Following Council's first reading of the proposed bylaw, an

application under the Regional Evaluation Framework (REF) will be made to the Edmonton Metropolitan Region Board for review and subsequent approval.



2.0. Municipal & Regional Policy Context

The proposed amendment to the Plan is guided by a hierarchy of planning documents. These documents were reviewed and referenced to achieve consistency with the proposed land use and the plan amendment aligns with the larger planning framework.

2.1. STATUTORY & NON-STATUTORY PLANS

2.1.1. Edmonton Metropolitan Region Growth Plan (EMRGP)

The City of Leduc is a member of the Edmonton Metropolitan Region Board which is comprised of 13 municipalities in the Edmonton Metropolitan Region. The *Edmonton Metropolitan Region Growth Plan* (EMRGP) provides a 50-year vision for the region as well as principles and policies to guide growth over the next 30 years through integrated land use, infrastructure, and transportation, with an emphasis on sustainable communities. The EMRGP is applicable to the amending portion of the Area Structure Plan (ASP) known as Creekside, as the remaining lands have effectively been developed under the original ASP. Because of changes over time, the City has requested that this Plan reflect previous changes to create one ASP document.

2.1.1.1. Planning Elements

The Plan is located within the Metropolitan Area as indicated on Schedule 2 of the EMRGP.

2.1.1.2. Applicable Policies

The following are considered the key policies that are applicable to the Creekside undeveloped lands of the Plan.

Edmonton Metropolitan Region Growth Plan

***Objective 1.4:** Promote the livability and prosperity of the Region and plan for the needs of a changing population and workforce*

***Policies 1.4.1** To improve housing diversity in the Region, market affordable and non-market housing will be planned and developed within close commuting distance to major employment areas and within centres, appropriate to the level of service and amenities identified in Table 1A-C.*

***OBJECTIVE 3.1** Plan and develop complete communities within each policy tier to accommodate people's daily needs for living at all ages Policies*

***3.1.1** Built-up urban areas and greenfield areas will be planned and developed as complete communities generally in accordance with Table 1A-C.*

Edmonton Metropolitan Region Growth Plan

3.1.4 In the metropolitan area, greenfield areas will be planned and developed as complete communities that:

- a. are compact, contiguous, and incorporate a mix of uses;*
- b. are accessible and age-friendly;*
- c. provide a diversity of housing options in terms of density and built form;*
- d. achieve the minimum greenfield density, in accordance with Schedule 6;*
- e. incorporate an interconnected street network and urban form to support active transportation;*
- f. integrate local services, amenities, institutional and commercial uses with residential development, within buildings and/or within a five-minute walk (400 metres);*
- g. incorporate higher density uses along existing and planned transit corridors and at major transit stations; and*
- h. provide high quality parks, trails and open spaces.*

OBJECTIVE 3.2 *Plan for and promote a range of housing options*

Policies

3.2.1 Housing will be planned and developed to address the changing demographics in the Region by including housing that offers a diversity of types, forms and levels of affordability to support a variety of lifestyle options, income levels and to meet the needs of all residents.

Creekside will provide a diversity in housing choices within close proximity to major employment of the airport and City of Leduc. This phase includes housing options ranging from mid-rise, townhouses, a range of duplexes through to single residential dwellings. The phase is a contiguous urban development of the Plan and is within close proximity to a small commercial business hub, major shopping centre (Leduc Common) located along 50th Avenue and downtown City of Leduc.

The proposed development of Creekside continues with providing a comprehensive active transportation corridor through the incorporation of sidewalks throughout the neighbourhood, the creation of a trail system east to west that adjoins the Environmental Reserve and a continuation of a north south accessible 3.0 m wide multi-way.

In relation to densities outlined under Schedule 6 of the EMRGP, Creekside falls under the requirement of meeting the minimum greenfield Density of 35 (du/nrha). Section 3, Table 2 of this report illustrates that a minimum of 58 (du/nrha) will be achieved that will contribute to increasing the overall density of the Plan to 43 (du/nrha).

2.1.2. City of Leduc / Leduc County Intermunicipal Development Plan

The County and City of Leduc adopted an Intermunicipal Development Plan (IDP) in 2011 with the purpose of creating a joint plan to address a range of issues and interests of common concern.

2.1.2.1. Planning Elements

The Plan is contained within the IDP Area as indicated in Figure 2 of the IDP document.

2.1.2.2. Applicable Policies

Intermunicipal Development Plan

4.2.2 RESIDENTIAL POLICIES

Area Structure Plans Required

4.2.2.2 No new multi-lot subdivision (three lots or more) will be allowed without an adopted area structure plan pursuant to Section 632 of the MGA.

Residential Density

4.2.2.3 All Residential Area Structure Plans shall achieve an overall density of 25-30 dwelling units per net residential hectare, as prescribed by the Capital Region Growth Plan (CRGP) for Priority growth Area "E".

4.2.2.5 The minimum residential densities required in this IDP should be achieved through a variety of housing types including single-detached, semi-detached, townhouse, and apartment dwellings.

Residential Community/Neighborhood Design

4.2.2.6 New residential communities/neighbourhoods within the IDP area should incorporate design that:

- reduces vehicle dependency
- includes a variety of housing choices
- exceeds minimum residential densities
- comprises mixed uses and activities in neighborhood nodes
- supports pedestrian and public transit connections and
- provides access to open space and recreational areas and facilities.

Through the ASP and subdivision processes, both municipalities will ensure residential neighbourhoods and communities are designed and developed in a manner to make them safe, attractive and well serviced through the following design principles:

- The design of the neighbourhood or community wherever possible should maintain and protect stands of trees, watercourses, wetlands, ravines and other natural features. In the more rural areas, a conservation (cluster) subdivision design form should be encouraged.
- Provide a wide range of housing forms and tenure.
- Try to exceed minimum residential densities specified in the IDP.
- The design of the neighbourhoods and communities should avoid dwellings fronting onto highways or arterial roadways.
- The design needs to provide for adequate parks and open space to serve the neighbourhood and community, preferably in the form of a large centralized or linear park area which is more usable and easier to maintain.
- Wherever possible, provisions need to be made in the design of the neighbourhood and community to encourage alternative sustainable transportation such as walking, cycling and public transit to reduce vehicle dependence.

The proposed development comprises a wide range of residential dwellings from mid rise apartments, townhouses, varying duplexes through to single family residential dwellings. A small commercial hub is also located within the southern boundaries of the Plan. This provides local services to residents.

Identified watercourses have been protected through the creation of an Environmental Reserve and, where possible, the creation of a trail system has been incorporated into the design to capitalize on the natural features of the site. These trails connect into a wider trail system within the overall development, comprised of sidewalks through to multiway trails located on the eastern side of Deer Valley Drive. Figure 5 Section 3.0 illustrates the overall trail system accessible to the community.

This amendment enables the densities to be increased within the Creekside portion of the Plan to be more consistent with the Edmonton Metropolitan Region Growth Plan, and will increase the overall density of the Plan (refer to tables 1 & 2 Section 3). The increase in density could also create the opportunity to justify transit along key collector roads in the future.

Intermunicipal Development Plan

Environmental Review

4.6.2.10 At the Area Structure Plan, land use redesignation, or subdivision stage, Environmental Impact Assessments addressing natural areas on site or Environmental Site Assessments addressing contamination on site, shall be prepared by qualified environmental consultants, to the satisfaction of the relevant municipal approving authority.

4.6.2.11 Lands identified as sensitive natural areas may be designated as Environmental Reserve at the subdivision stage in accordance with the Municipal Government Act. Such areas may also be identified at the Area Structure Plan stage. In the case of identification at the Area Structure Plan stage, sensitive natural areas would require the appropriate land use designation before subdivision could proceed. If at the subdivision stage private ownership of environmentally sensitive lands is deemed more appropriate by the relevant municipal approving authority, then environmental reserve easements may be registered to protect the sensitive lands.

An Environmental Phase 1 has been completed for Creekside and is contained in the Phase 1 Environmental Site Assessment report (November 30, 2017) by Trace Associates. The conclusions of the investigations did not identify any potential contaminated lands. A desktop Biophysical Impact Assessment (BIA) was also carried out for Creekside, which identified five wetlands that included two seasonal freshwater graminoid marshes and three temporary freshwater marshes that will be disturbed by the development. Approval will be required prior to development in accordance with the Alberta Wetland Policy and Water Act.

There were no rare vegetation species, however, the desktop assessment did identify the eastern kingbird and sora bird species within the area. Overall, the assessment concluded that the development will have a minimal impact on local habitat loss for some wildlife species, and a small loss of native vegetation and wetlands. The predicted effects will be mitigated through the implementation of the mitigation measures contained with the BIA desktop report. Further details on the findings of the BIA can be found in the Desktop biophysical Impact Assessment (May 2, 2018) by Trace Associates.

Intermunicipal Development Plan

Trail Development

4.7.2.10 At the Area Structure Plan stage, the City and County shall require the identification of pedestrian and bicycle trail networks in the IDP area.

As referred to earlier the trail system is indicated on Figure 5 Section 4.

2.1.3. City of Leduc: Municipal Development Plan

The City of Leduc's Municipal Development Plan (MDP) was amended in August 21, 2017 and directs the future growth and land use development of the area.

2.1.3.1. Planning Elements

The MDP provides policy direction for the future growth within the boundaries of the City and the Plan has to be consistent with the relevant policy contained within the document.

2.1.3.2. Applicable Policies

City of Leduc Municipal Development Plan

4E NEW RESIDENTIAL DEVELOPMENT

The City shall provide for new residential neighbourhoods by:

- 1. requiring Area Structure Plans for all new residential development;*
- 2. requiring that all new residential Area Structure Plans achieve the target densities mandated by the Capital Region Board;*
- 3. measuring net residential density in new residential Area Structure Plans in order to maintain consistency with the density measures used by the Capital Region Board;*
- 4. acknowledging new trends in household formation (e.g., smaller households) in the design of new residential neighbourhoods and the provision of a variety of housing types;*
- 5. requiring that all new residential Area Structure Plans provide a variety of housing types including, where appropriate, types such as single-detached, semi-detached, duplex, triplex, fourplex, townhouse, or apartment dwellings, with no more than 50% of the total number of dwelling units in any residential Area Structure Plan to be designated within the same residential land use district of the Land Use Bylaw;*
- 7. supporting the provision of affordable market and financially supported housing in all new neighbourhoods;*
- 8. balancing higher residential densities with the provision of open space; ensuring that all new residential neighbourhoods have full access to a complete range of municipal infrastructure*

City of Leduc Municipal Development Plan

(sewer, water, and roads), community services, retail establishments, commercial developments, open space, recreational facilities, and educational institutions;

9. ensuring that all new residential neighbourhoods have full access to a complete range of municipal infrastructure (sewer, water, and roads), community services, retail establishments, commercial developments, open space, recreational facilities, and educational institutions;

10. providing for neighbourhood commercial (office, personal service business, and retail) development at key locations within new residential Area Structure Plans, which will complement and integrate with the surrounding residential neighbourhoods through mitigation of traffic and parking impacts, appropriate site planning and architecture, landscaping, and pedestrian connections;

11. protecting and creating access to adjacent neighbourhoods, natural amenities, open space, and the Multiway system;

12. protecting and creating views to natural amenities;

13. incorporating public transit into new neighbourhoods;

14. protecting rights-of-way for future public transit service;

18. requiring that all new residential Area Structure Plans are supported by comprehensive engineering, servicing, environmental, geotechnical, and transportation studies approved by the City;

23. allowing for a full range of housing types within the Transitional Residential Mixed-Use policy areas shown in Figure 4, provided that:

• gradual land use transitions will be developed within the Transitional Residential Mixed-Use areas, with:

- lower density residential development closest to the adjacent residential policy areas, - higher density residential development further away from the residential policy areas,*
- compatible commercial, office, retail, public facilities, open space, or recreational development between the higher density residential development and other non-residential uses, and*
- light industrial or business park development closest to the adjacent non-residential policy areas,*

25. requiring that all new residential subdivision and site plans include landscaping and open space plans that take into account, integrate, and where appropriate, protect existing natural vegetation, topography, wildlife, soils, water bodies, drainage courses, and climatic conditions;

In relation to the above policies, they are considered generally consistent with those contained within the EMRGP and the Intermunicipal Plan and therefore the comments made in relation to these documents are applicable to this policy content.

2.1.4. Edmonton International Airport Vicinity Protection Area Regulation

The Edmonton International Airport is a significant piece of infrastructure to the wider region and protecting the airport's effective operation plays a significant role in the economic development of the region and Province. Protecting the airport's corridors are critical elements when developing within proximity to such infrastructure, to avoid any potential negative impacts.

2.1.4.1. Planning Elements

The Plan area is partially located within the Protection Area: NEF 25.

2.1.4.2. Applicable Policies

Edmonton International Airport Vicinity Protection Area Regulation

Duty of Municipality

9(1) A municipality must notify the Airport Operator where a subdivision of land has been approved or a development permit has been issued relating to land in the Protection Area in a NEF Area of 30 or more and the use of the land will change as a result.

(2) Before adopting a statutory plan or land use bylaw, or an amendment of either, that relates to land in the Protection Area, a municipality must refer the statutory plan or land use bylaw, or the amendment, to the Airport Operator.

The Plan area is located in the Protection Area and is identified under the NEF 25 contour; therefore, it does not meet the criteria described for requiring a referral of the subdivision to the Airport Operator under 9(1). However, under 9(2), because this is a statutory document with lands located within the Protection Area it will be required to be referred to the Airport Operator.

2.1.5. City of Leduc: Transportation Master Plan

The City of Leduc's Transportation Master Plan was amended in October 2018 and sets out a long-term framework for the interconnection of future roads, public transit and pedestrians that correlates with projected growth. Any future development needs to align with the direction of the plan.

2.1.5.1. Planning Elements

The Plan needs to align with the proposed future transportation connections within and beyond the site.

2.1.5.2. Applicable Policies

Transportation Master Plan

4.0 TRANSIT

4.2 FUTURE SERVICE

As the City grows there will be opportunities to expand the transit service. Each expansion should meet the following guiding principles:

- Provide quality service selectively –A better strategy is to concentrate service in areas most friendly to transit, then build on this success by increasing service to this area or ..by servicing a different area of the City with a route that ties into existing service. For example, adopt a walking distance criteria that recognize some areas will be distant from transit such as at 40% of households are within 499m walking distance and at least 80% of households are within 800m walking distance.*

6.0 INTEGRATED PEDESTRIAN AND BICYCLE TRANSPORTATION NETWORK

6.2 FUTURE SYSTEM

- Recognize the important contribution active transportation makes to the health and sustainability by adopting policy that encourages active transportation and by creating a funded budget program to implement facilities for active transportation users. New multiways, bike lanes and missing sidewalk links, particularly those connecting to bus stops, mixed land uses and in industrial areas, should be the primary target of this program.*

Based on the review of the Transportation Master Plan the majority of the policies are reference to those in the Cities Municipal Development Plan. In context to the points identified above from the Transportation Master Plan it should be recognized that opportunity exists in the longer term for expanding the bus transit system through Deer Valley Road based on the increased density and walkability to this major collector. The Plan also refers to Active Transportation which outlined in Figure 5 Section 4.0 demonstrates the interconnectivity between sidewalks and the trail system presenting attractive and stress-free active transportation options.

2.1.6. City of Leduc: Environmental Plan

This document seeks to raise environmental awareness amongst the community and a more effective steward of its environmental resources.

2.1.6.1. Planning Elements

The Environmental Plan provides information and guidance on the development of the Plan.

2.1.6.2. Applicable Policies

Environmental Plan

- *The City of Leduc will promote development density to use land more efficiently.*
The proposed amendment will increase the residential density from what was originally proposed for this phase of the development.
- *The City of Leduc will continue to provide and expand community gardens.*
The overall amount of park space will be greater than what was originally proposed for this phase of the development. Portions of the park will be dedicated to community gardens and made available to local residents.
- *The City of Leduc will protect natural areas and work on habitat restoration.*
Requirements for protection of wetlands and areas of biological significance are described in the Biophysical Site Assessment contained in the Desktop Biophysical Impact Assessment (May 2, 2018) by Trace Associates, along with recommendations on mitigation methods during construction.
- *The City of Leduc will continue to enhance the multiway system and provide educational opportunities on the natural environment.*
The Plan will incorporate an extension of the multiway system through the neighbourhood, and link to the existing system by aligning with the existing multiway network opposite Grant MacEwan Boulevard (as shown in Figure 4 Section 4.0).

2.1.7. City of Leduc: Parks, Open Space and Trails Master Plan

Complete inventory and assessment of all parks and open space resources in Leduc is contained within the Plan. As the document states, properly planned multiway and trail systems in communities can enable and promote active transportation, reducing carbon footprint and increasing physical activity.

In staying in concert with the objectives of the POST Master Plan, the Plan will contribute to this by providing new linkages to the trail network and introducing a new section of trail that borders along the creek bed.

2.1.7.1. Planning Elements

The Parks, Open Space and Trails Master Plan provides direction on what lands are expected to be provided for different types of parks and trail systems in relation to the Plan.

2.1.7.2. Applicable Policies

Parks, Open Space and Trails Master Plan

4.6 WEST LEDUC (Area A)

West Leducis an area of significant current and future growth for the City (Figure 4.2). As development has occurred, POST development on the west side of the QEII has been primarily focused on community and neighbourhood park development.....

The Parks, Open Space and Trails Master Plan Figure 4.2 outlines the future direction for the establishment of Parks, Open Space and Trails. In relationship to the Plan, Figure 3 Section 3.0 and Figure 5 Section 4.0 indicates the proposed location of Parks, Open Spaces and Trails which are consistent with this plan. It includes a multiway heading north-south on the western side of Deer Valley Road and multiway that follows the creek in a west-east direction and accommodates for a neighbourhood mini park and regional park. The overall Municipal Reserve Lands being dedicated to the City are 10%, indicated in Table 1 Section 3.0 of this report.

3.0. Land Use Concept

3.1 Proposed Land Use Plan

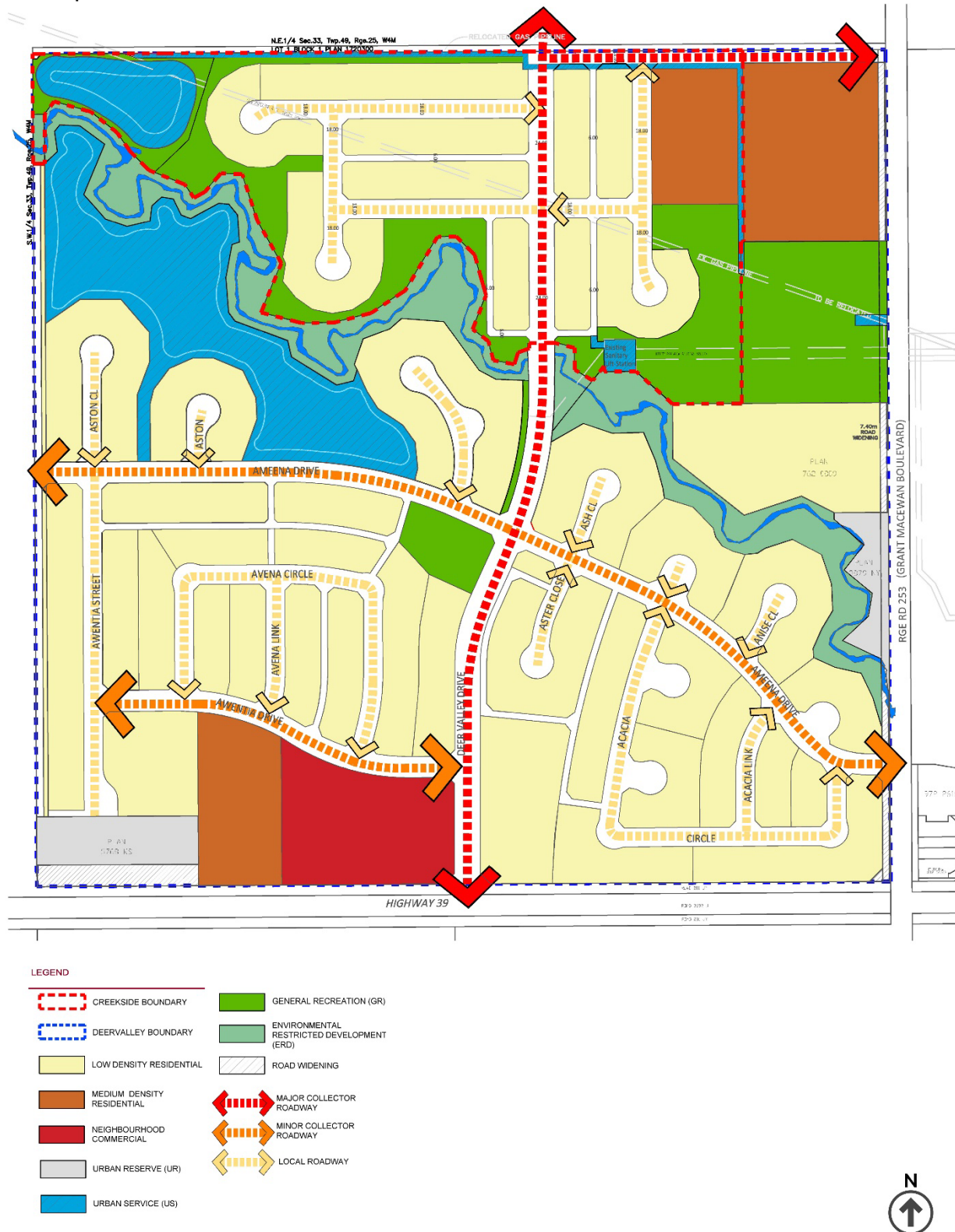


Figure 2: Land Use Plan

3.2 Density Calculation

Table 1: Overall Area Structure Plan Density Calculations

Land Use	Area (ha)	%		
Gross Area*	63.1	100.00%		
Environmental Reserve**	4.1	6.50%		
Roadways	11.93	18.90%		
Plan 3879 NY**	0.48	0.76%		
Gross Developable Area (GDA)***	58.52	100.00%		
MR Requirement	5.85	10.00%		
Land Areas Based on GDA:			Dwelling Units	Projected Population[†]
Roadways	11.93	20.39%		
Road Widening Land Area	0.88	1.50%		
Public Utility Lot (PUL) Total Area	5.17	8.83%		
Stormwater Management Facility	4.66	7.96%		
Sanitary Lift Station	0.10	0.17%		
Gas Pipeline Right of Way	0.38	0.65%		
Meter Station Site (PLAN 0621142)	0.03	0.051%		
Municipal Reserve	5.85	10.0%		
Land Uses	34.73	59.35%		
Mixed-Use Neighbourhood	2.15	3.67%		
Neighbourhood Commercial	1.8	3.07%		
Residential (Medium Density & Low Density)	29.78	50.90%	1500	3900
Urban Reserve	1.0	1.71%		
TOTAL	63.1			

*Gross Area is Deer Valley ASP Boundary Area

**not counted in GDA

***Gross Developable Area is defined as the total area of a parcel of land, less the land required as environmental reserve and the land made subject to Plan 3879 NY (Potential Future Environmental Reserve). Plan 3849 NY would likely to be re-designated as Environmental Reserve should it be resurveyed.

[†] Average household size of 2.6 from Statistics Canada, 2016 Federal Census for the City of Leduc was used to calculate the projected population.

While the above table provides the overall density calculations it should be noted that the development has been constructed with the exception of Creekside Phase 4, and therefore the focus on the change in density reflects this phase and not the overall site. It is this portion of the lands where the amendment to the original Plan is being made and is subject to the Edmonton Capital Region Growth Plan and the new minimum densities provided within this document. In context to the remaining lands known as Creekside (Phase 4) the following density calculations apply:

Table 2: Creekside Phase 4 Density Calculations

Land Use	Area (ha)	%		
Gross Area*	14.24	100.0%		
Environmental Reserve	0.05	0.35%		
Roadways	2.95	20.72%		
Gross Developable Area (GDA)**	14.19			
Land Areas Based on GDA:			Dwelling Units	Projected Population ^f
Roadways	2.95	20.79%		
Public Utility Lot (PUL) Total Area	1.44	10.15%		
Stormwater Management Facility	0.86	6.06%		
Sanitary Lift Station	0.10	0.70%		
Gas Pipeline Right of Way	0.38	2.68%		
Municipal Reserve	3.39	23.90%		
Commercial	0.00	0.00%		
Residential (net res.ha)***	6.63	46.72%	391	905
Single/Semi Detached	5.59	39.39%	183	531 ¹
Multi-Unit	1.04	7.33%	208****	374 ²
RESIDENTIAL TOTAL	13.16		391	905
Dwelling Units per net residential ha	59			

*Gross Area is a total Creekside Boundary Area

** Gross Developable Area means total Creekside Boundary Area less the land required as environmental reserve.

*** Net Residential Hectare is defined as number of dwellings per hectare on land devoted solely to residential development.

****based on maximum parcel density (Table 22 of LUB) of 200 units/ha.

¹ Average household size of single detached dwellings (2.9) from Statistics Canada, 2016 Federal Census for the City of Leduc was used to calculate the projected population

² Average household size of apartments less than 5 storeys (1.8) from Statistics Canada, 2016 Federal Census for the City of Leduc was used to calculate the projected population.

3.3 Residential

The majority of the development relates to creating a residential community comprised of a wide variety in mix of units ranging from mid rise apartments through to townhouses, duplex, triplex and singles. This mix provides choice in housing form but also a range of costs that enable affordability within the housing market.

Objective

- 3.3.1 To increase the density that provides a wide range of housing choice that includes affordable housing.

Policies

- 3.3.2 Residential density for Creekside (Phase 4) shall be in accordance with the Edmonton Metropolitan Region Growth Plan.
- 3.3.3 A variety of housing types shall be provided that could include townhouses, duplexes, mid rise apartments, tri plexes and four-plexes.

3.4 Commercial

Providing services within close proximity to residential dwelling enables easy access to services that may also not require the use of motor vehicles. The Plan incorporates the ability to develop a mixed use small commercial hub that can service the Plan area, located at the intersection of 50 Avenue and Deer Valley Drive.

Objective

- 3.4.1 To create a local commercial hub that is accessible to residents of the community.

Policies

- 3.4.2 Development will include the provision for the creation of a commercial/mixed use site as indicated on Figure 2.

3.5 Parks and Open Spaces

A complete residential community requires parks and open space that contributes to the wellness of the community and the ability to interact with other residents. There is typically a criteria on the type of parks and open spaces that are developed within a community, from a neighbourhood level through to a regional level, with each serving a different function and purpose.

Objective

- 3.5.1 To provide parks and open spaces that contributes to enhancement of the community and access to recreational spaces.

Policies

- 3.5.2 Development will include the provision of a neighbourhood park to be located in general accordance with Figure 3.
- 3.5.3 A community passive park will be established and located in general accordance with Figure 3.
- 3.5.4 Open space municipal reserve lands will adjoin the Environmental Reserve to enable the development of a trail system in general accordance with Figure 3.

4.0. Transportation

4.1 Circulation

The road network plays an important function in how vehicles move within, through and beyond the site. The road network is developed based on the road classification system that determines the right of way width. Local roads feed into collector roads that feed into arterial road networks and is based on their carrying capacity from forecast traffic volumes.

Objective

- 4.1.1 To develop a road network that supports the traffic capacity arising from the development and connects with the regional road network.

Policies

- 4.1.2 The north-south collector road running through the Plan, known as Deer Valley Drive, that connects with 50 Avenue, and the portion of roadway located along the north boundary that connects through to Grant MacEwan Boulevard, will be classified as Major Collectors, as illustrated on Figure 4. Construction shall be in accordance with City of Leduc's Engineering Design Standards.
- 4.1.3 The east-west collector road running through the Plan, known as Ameena Drive, that connects with Grant MacEwan Boulevard to the east and future development lands to the west, along with a portion feeding off Deer Valley Avenue to the west, known as Awentia Drive, will be classified as Minor Collector Roadways, as indicated on Figure 4. Construction shall be in accordance with City of Leduc's Engineering Design Standards.
- 4.1.4 All other roads within the Plan will be classified as local roads as indicated in Figure 4 and shall be constructed in accordance with the City of Leduc's Engineering Design Standards.
- 4.1.5 The installation of the traffic lights, as shown on Figure 4, shall be based on the anticipated need within the ten (10) year horizon. The proposed traffic lights shall be cost shared by all developers benefiting from its installation.
- 4.1.6 Any activity that alters, impacts, occupies, or crosses the natural watercourse will require permission under the Public Lands Act.

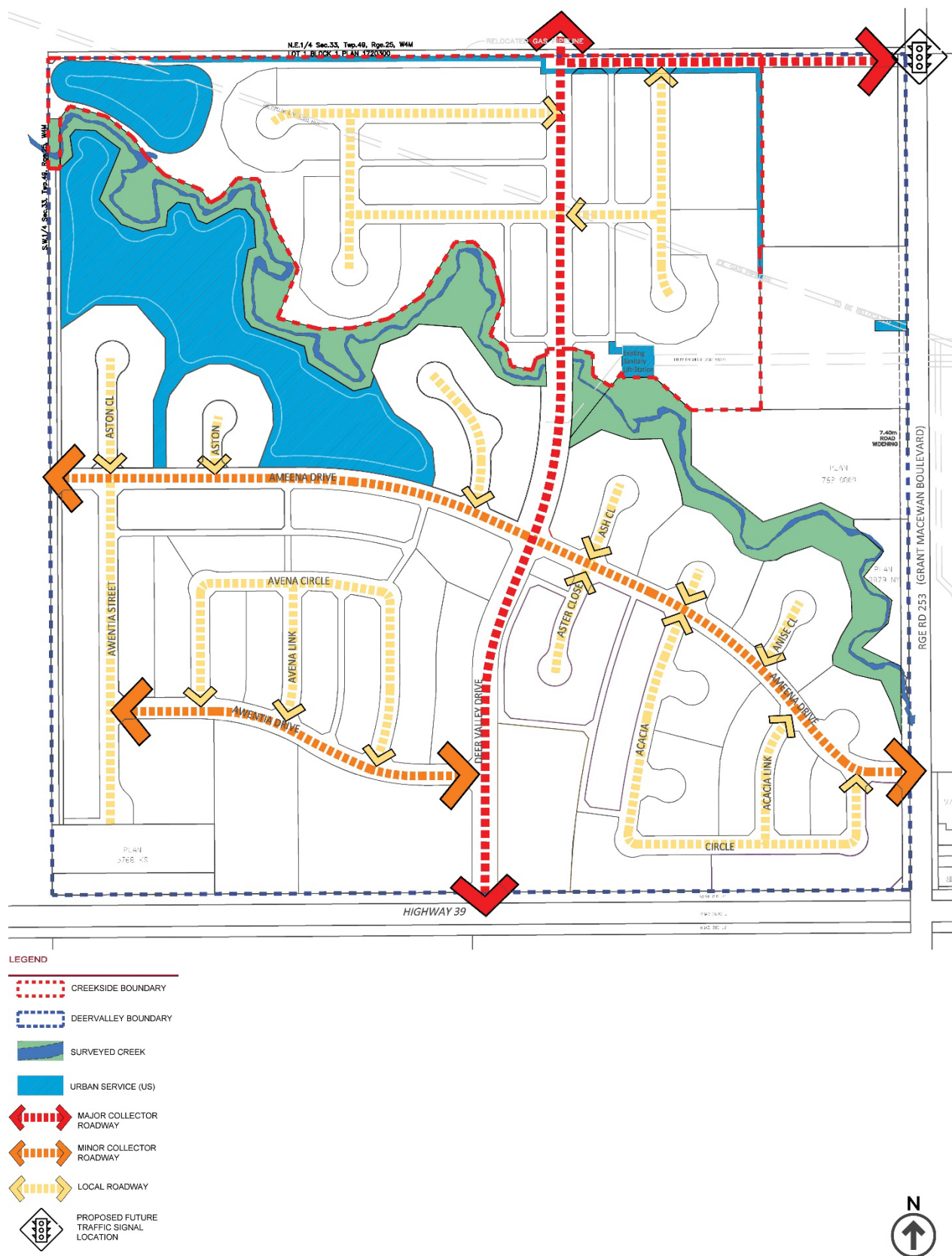


Figure 4: Road Classification Plan

4.2 Active Transportation

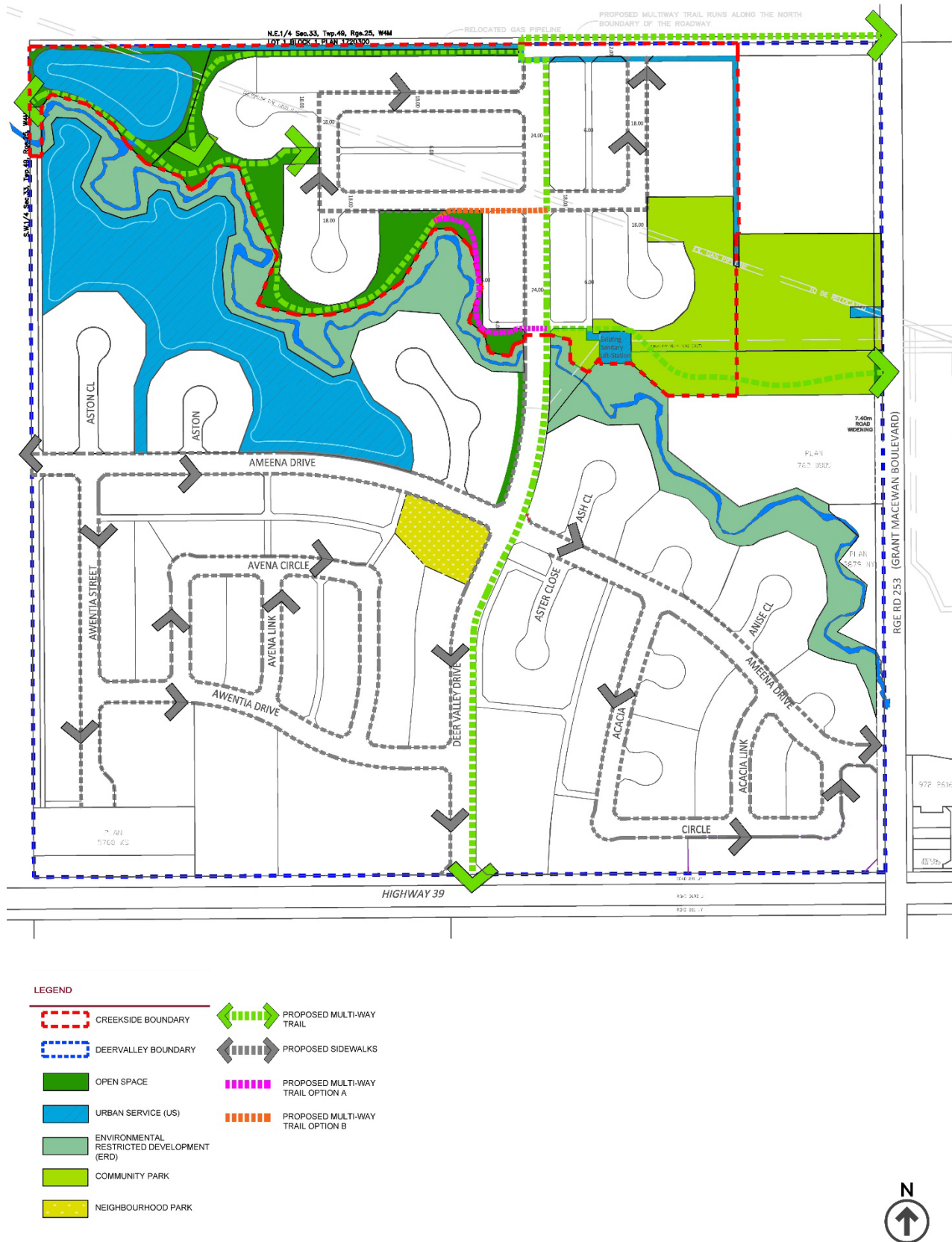
Providing choice in people's modes of transportation is important, including the provision of active transportation corridors that promote a healthy community.

Objective

- 4.2.1 To provide safe, functional and accessible multiway and sidewalks throughout the Plan, that connects with networks beyond the site.

Policies

- 4.2.2 Develop a multiway along the full length of Deer Valley Drive that intersects with 50 Avenue to the south and extends beyond the Plan area to the north, as shown in Figure 5. The multiway shall be constructed in general accordance with the City of Leduc's Engineering Design Standards.
- 4.2.3 Develop a multiway system along the Deer Valley Creek as shown in Figure 5. The multiway shall be constructed in general accordance with the City of Leduc's Engineering Design Standards.
- 4.2.4 Based on the outcome of the detailed design stage, the multi-way may proceed either as option A or as option B as shown in Figure 5. The multiway shall be constructed in general accordance with the City of Leduc's Engineering Design Standards. Under option B, the City of Leduc road standard shall need to be modified to enable a multi-purpose trail along this section of the road.
- 4.2.5 Sidewalks shall be constructed throughout the development as general shown in Figure 5 and be carried out in general accordance with the City of Leduc's Engineering Design Standards.



5.0. Utilities & Servicing

5.1 Water Distribution

The attached Figure 6 provides a conceptual layout and sizing for the proposed extension of the water distribution system to service the proposed Creekside development phase, as well as identifying the existing water main network within previous phases within the Plan area.

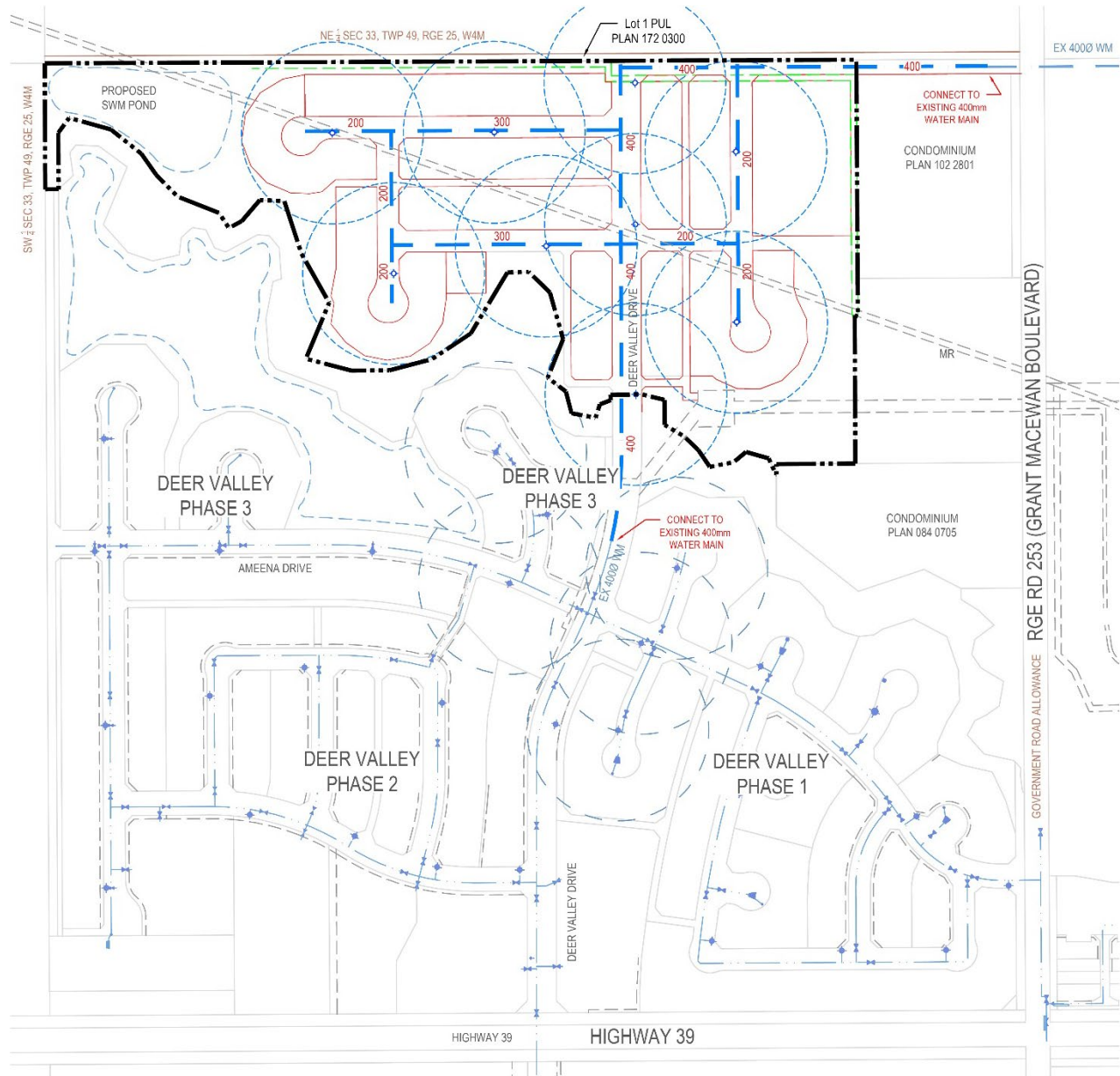
The Figure also provides the layout and sizing for the existing water distribution mains in previous phases of the Deer Valley subdivision. Connections will be provided from the existing main in Deer Valley Drive and a future connection on 65 Avenue.

Objective

- 5.1.1 To provide a public water distribution system that services the Plan area, and provides adequate capacity for domestic use and fire protection.

Policies

- 5.1.2 The water system will be designed and constructed in compliance with the City of Leduc's Engineering Design Standards.
- 5.1.3 During the detailed design of the proposed subdivision, the City of Leduc's Hydraulic Network Analysis model will be utilized to confirm the pipe sizing.
- 5.1.4 Any activity that alters, impacts, occupies, or crosses the natural watercourse will require permission under the Public Lands Act.



LEGEND

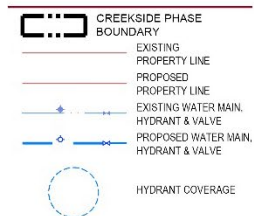


Figure 6: Water Distribution Plan

5.2 Sanitary Collection

Figure 7 provides the conceptual routing and sizing of the sanitary sewer collection system in Creekside, as well as the existing system in previous phases. The system connects to the main discharging to the existing lift station located north of Deer Creek. During the detailed design of the subdivision, the lift station capacity will be confirmed and pumping modifications undertaken if required.

Objective

- 5.2.1 To provide sanitary sewer infrastructure that connects into the City of Leduc's public system, and provides service to the proposed development.

Policies

- 5.2.2 The sanitary collection system will be designed in accordance with the City of Leduc's Engineering Design Standards.
- 5.2.3 Any activity that alters, impacts, occupies, or crosses the natural watercourse will require permission under the Public Lands Act.

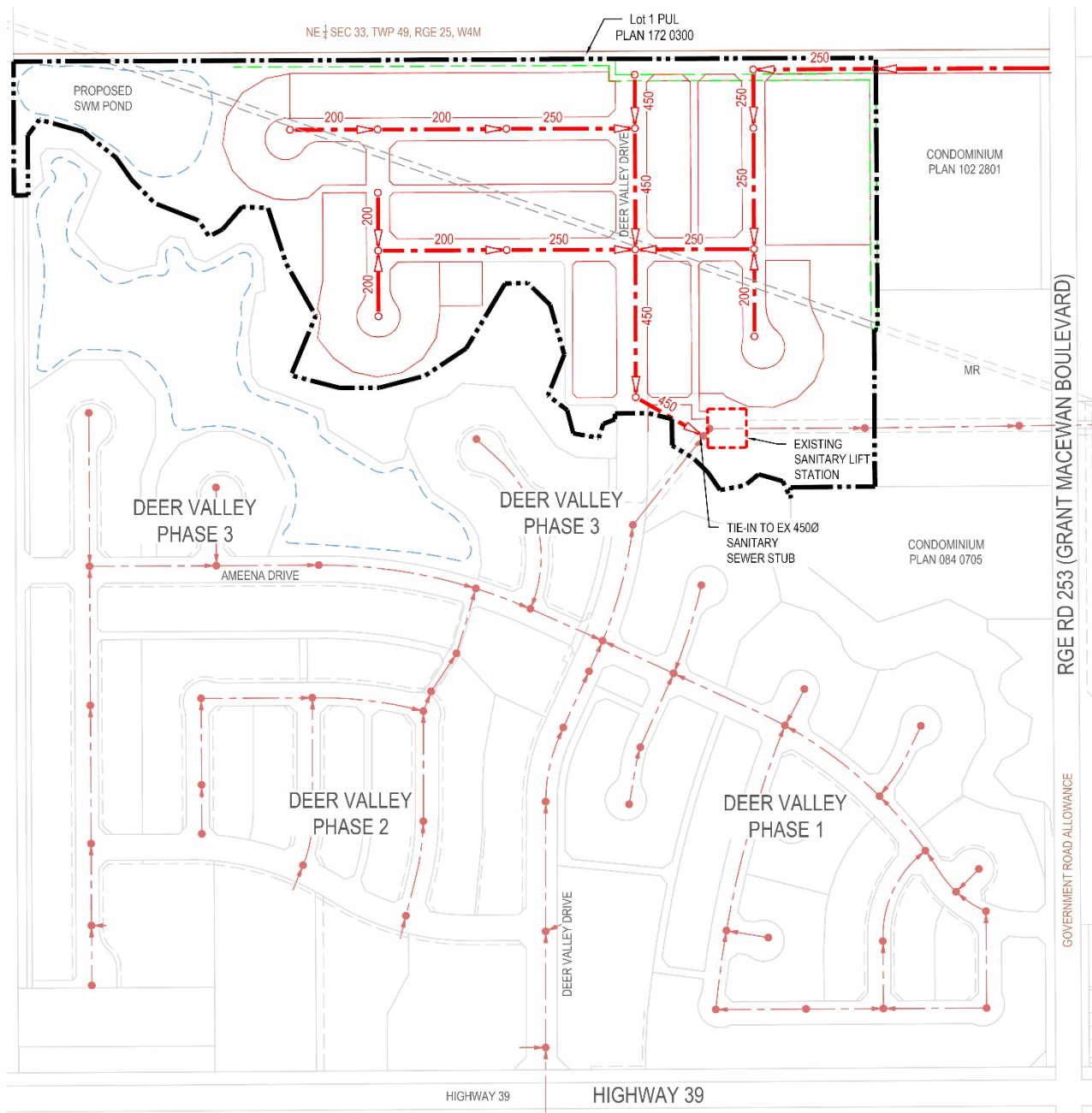


Figure 7: Sanitary Distribution System

5.3 Stormwater Management System

The proposed stormwater collection system will collect the minor storm flow in a piped system and deliver the storm water to the proposed stormwater management pond located as shown in Figure 8. The major overland storm system, for runoff in excess of the anticipated 1 in 5 year storm, will be conveyed overland to the storm pond. Water will ultimately be released to Deer Creek at the pre-development outflow rate, to mitigate the potential downstream impact of increased runoff from the developed area.

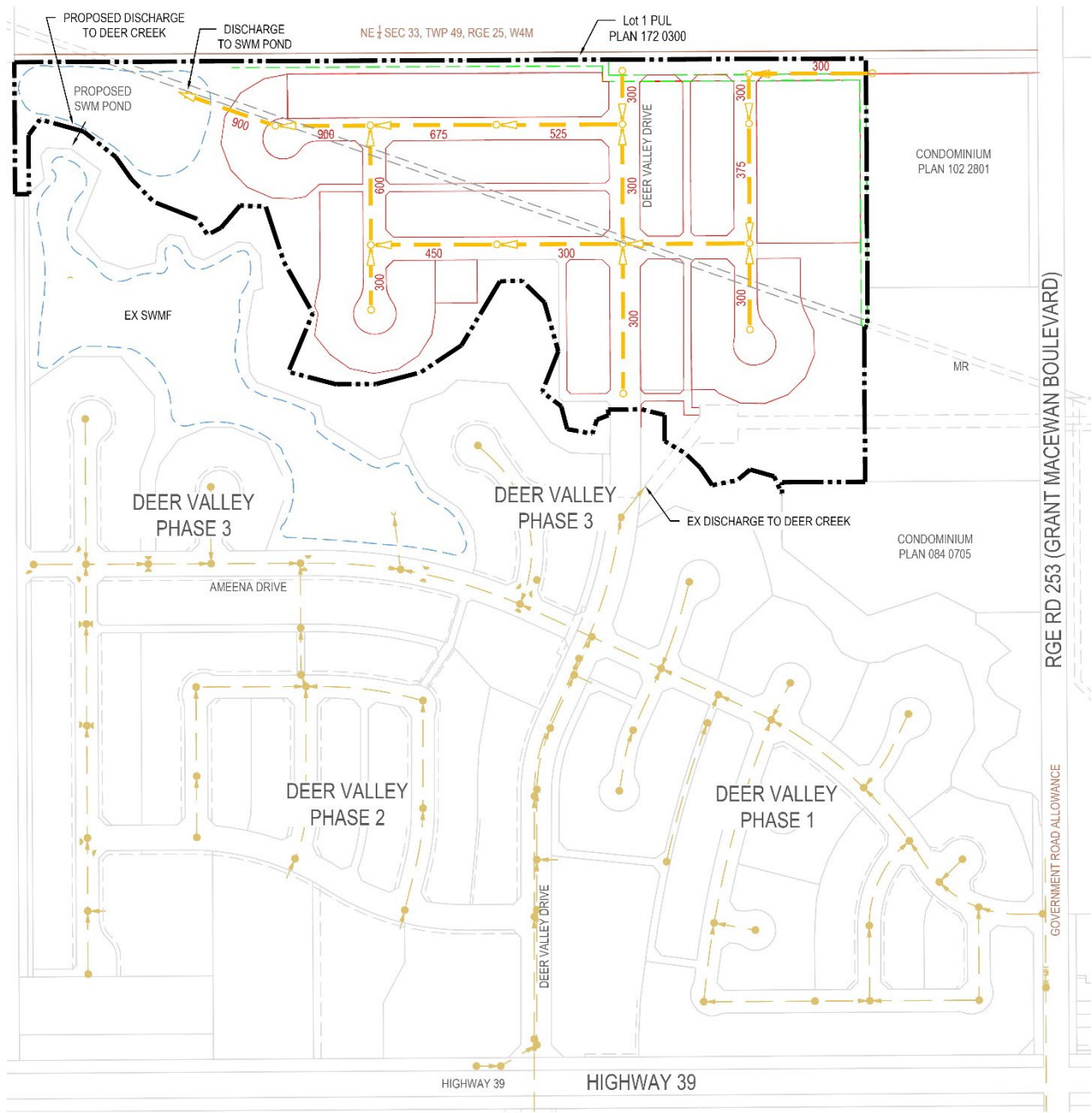
Conceptual sizing of the storm mains has been included on the attached Figure, and will be confirmed by computer modeling during the detailed design phase.

Objective

- 5.3.1 To manage stormwater that mitigates the potential for flooding or direct run off into receiving natural watercourses.

Policies

- 5.3.2 The development of a stormwater pond that meet the City of Leduc's and Alberta Environment regulations.
- 5.3.3 The stormwater ponds shall be designed to become an integrated amenity feature for the community.
- 5.3.4 The stormwater ponds shall be designed to incorporate native and naturalized plant species that contribute to the health of the ponds and local wildlife.
- 5.3.5 Any activity that alters, impacts, occupies, or crosses the natural watercourse will require permission under the Public Lands Act.



LEGEND

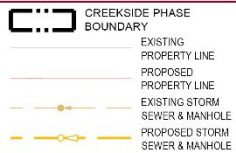


Figure 8: Stormwater Management System

5.4 Shallow Utilities

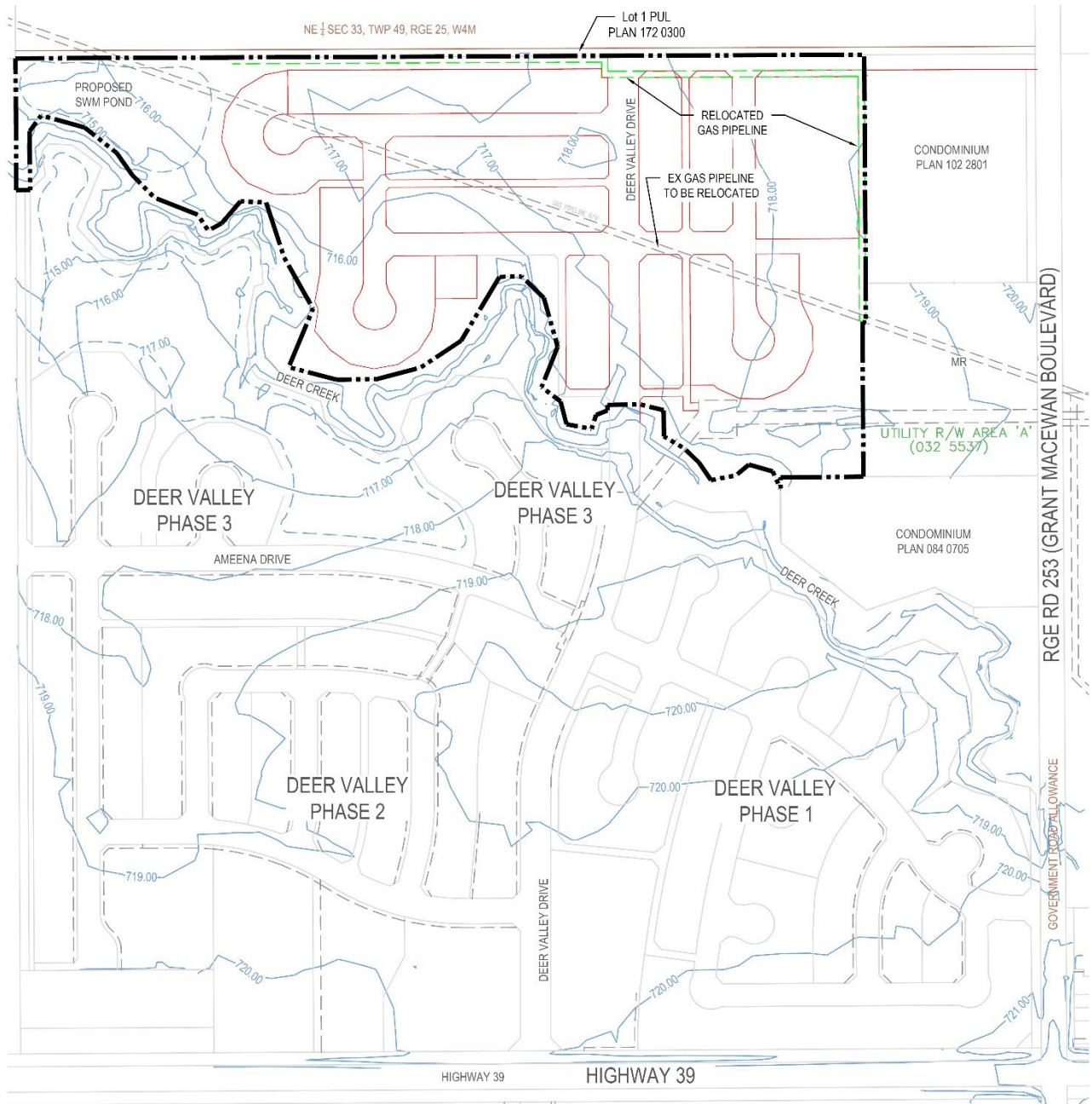
Shallow utilities will be provided to the proposed development from the providers currently servicing the City of Leduc. Details of the servicing will be determined during the detail design of the subdivision phases.

Objective

- 5.4.1 To provide underground distribution for telecommunications, power and natural gas utilities within the public right of way, to service residential and commercial premises.

Policies

- 5.4.2 The location of shallow utilities shall be in accordance with the City of Leduc and utility operator's requirements and shall be located as required by the current street cross-sections for the various roadways.
- 5.4.3 Any activity that alters, impacts, occupies, or crosses the natural watercourse will require permission under the Public Lands Act.



LEGEND





-  CREEKSIDE PHASE BOUNDARY
-  EXISTING PROPERTY LINE
-  PROPOSED PROPERTY LINE
-  EXISTING CONTOURS



Figure 9: Relocation of Gas Line

6.0 Implementation

The Plan has been prepared on the basis of a contiguous phasing of development over time that is reflected in Figure 10. As alluded to, the majority of the development has been built out resulting in Creekside (Phase 4) being the remaining lands to be developed.

Objective

- 6.1 To enable the development to move forward in accordance with the phasing while providing flexibility to enable the development to respond to market conditions.

Policies

- 6.2 Development will unfold in general accordance with the phasing plan indicated in Figure 10.
- 6.3 Development will be carried out in accordance with meeting the City's, Provincial or Federal regulations that are applicable to the development.
- 6.4 Development shall be in general accordance with the land use concept plan Figure 2 Section 3.0.
- 6.5 Rezoning of lands shall be consistent with the land use concept plan (Figure 2 Section 3.0) and will be required prior to obtaining development approvals.

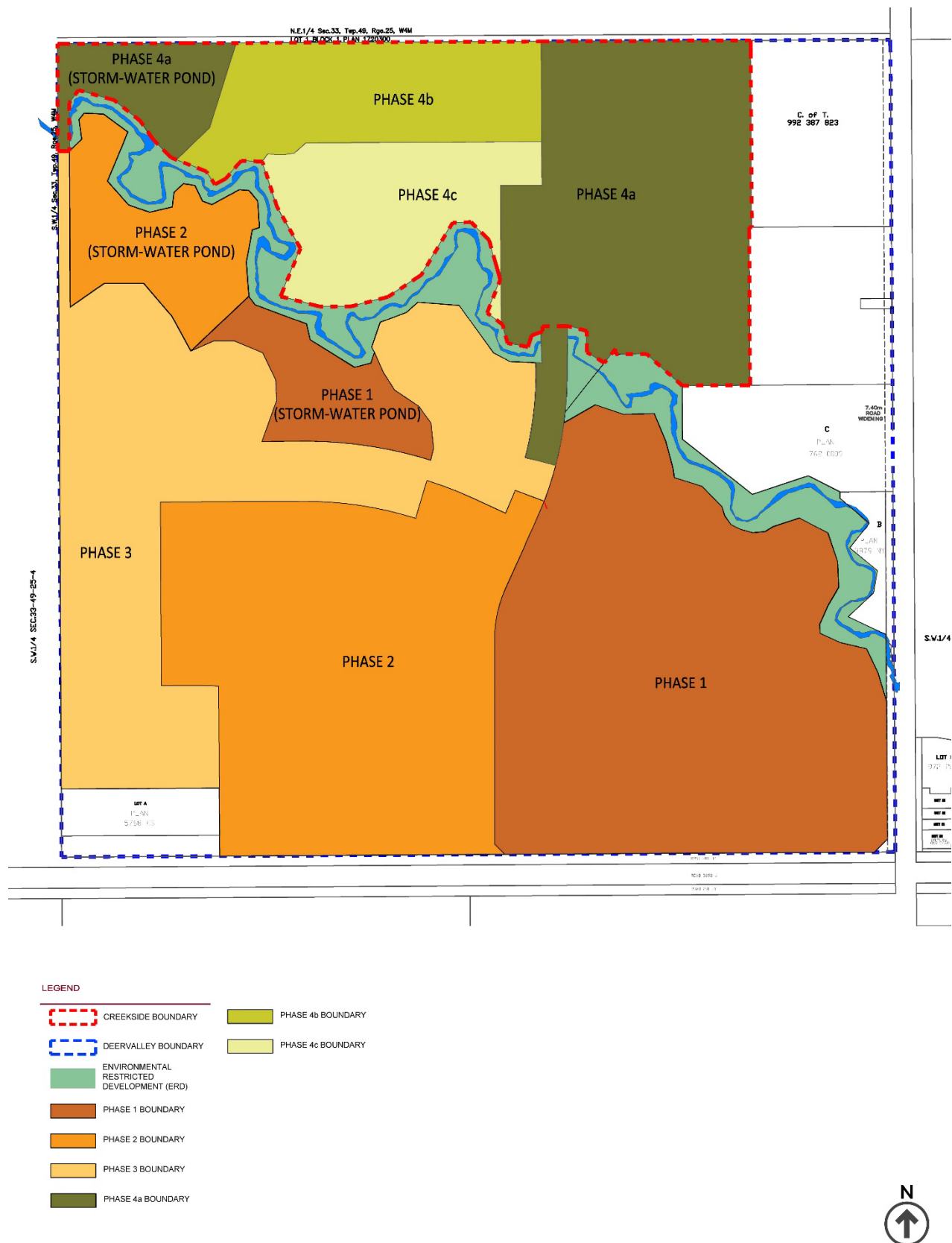
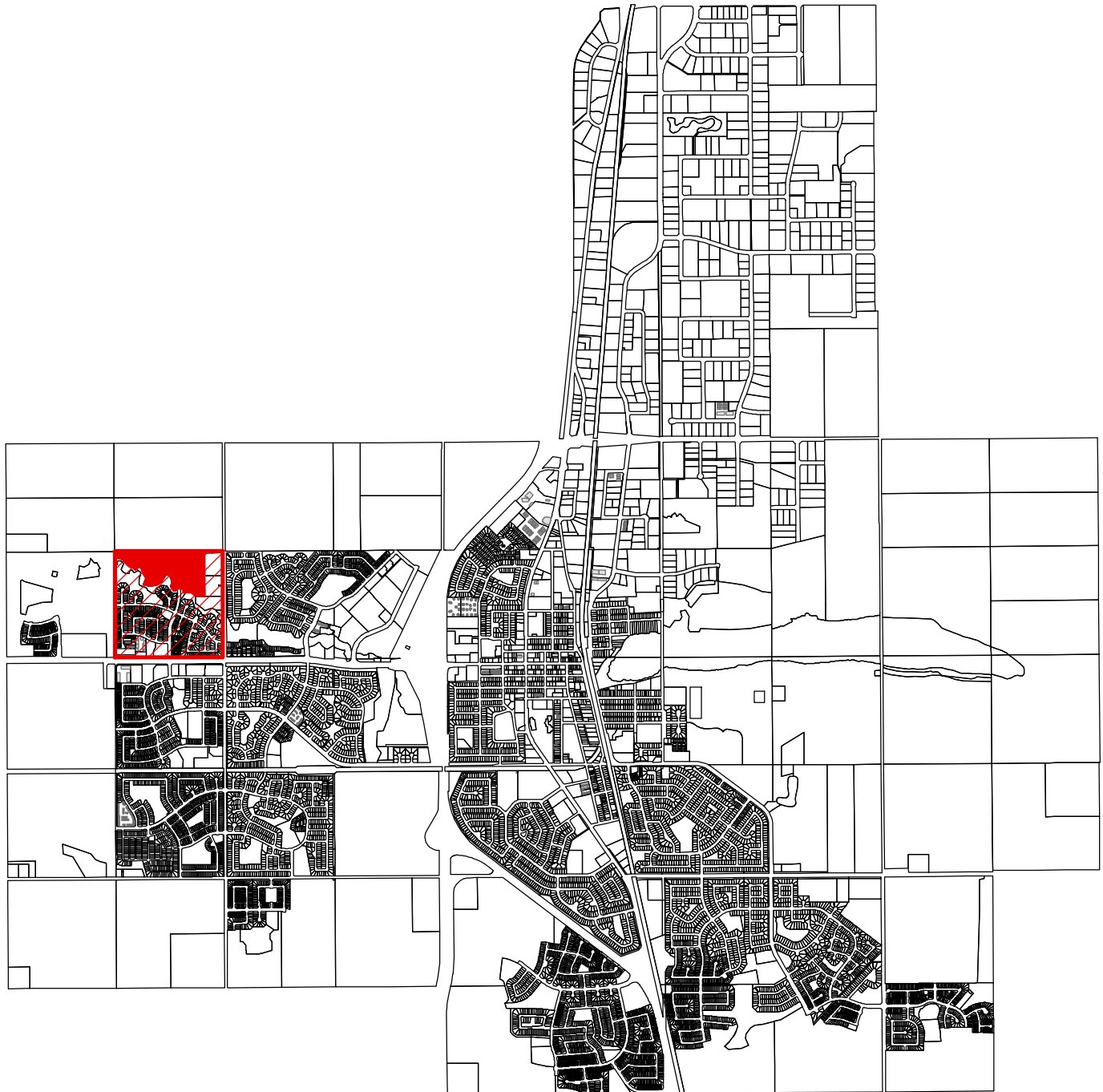


Figure 10: Phasing Plan

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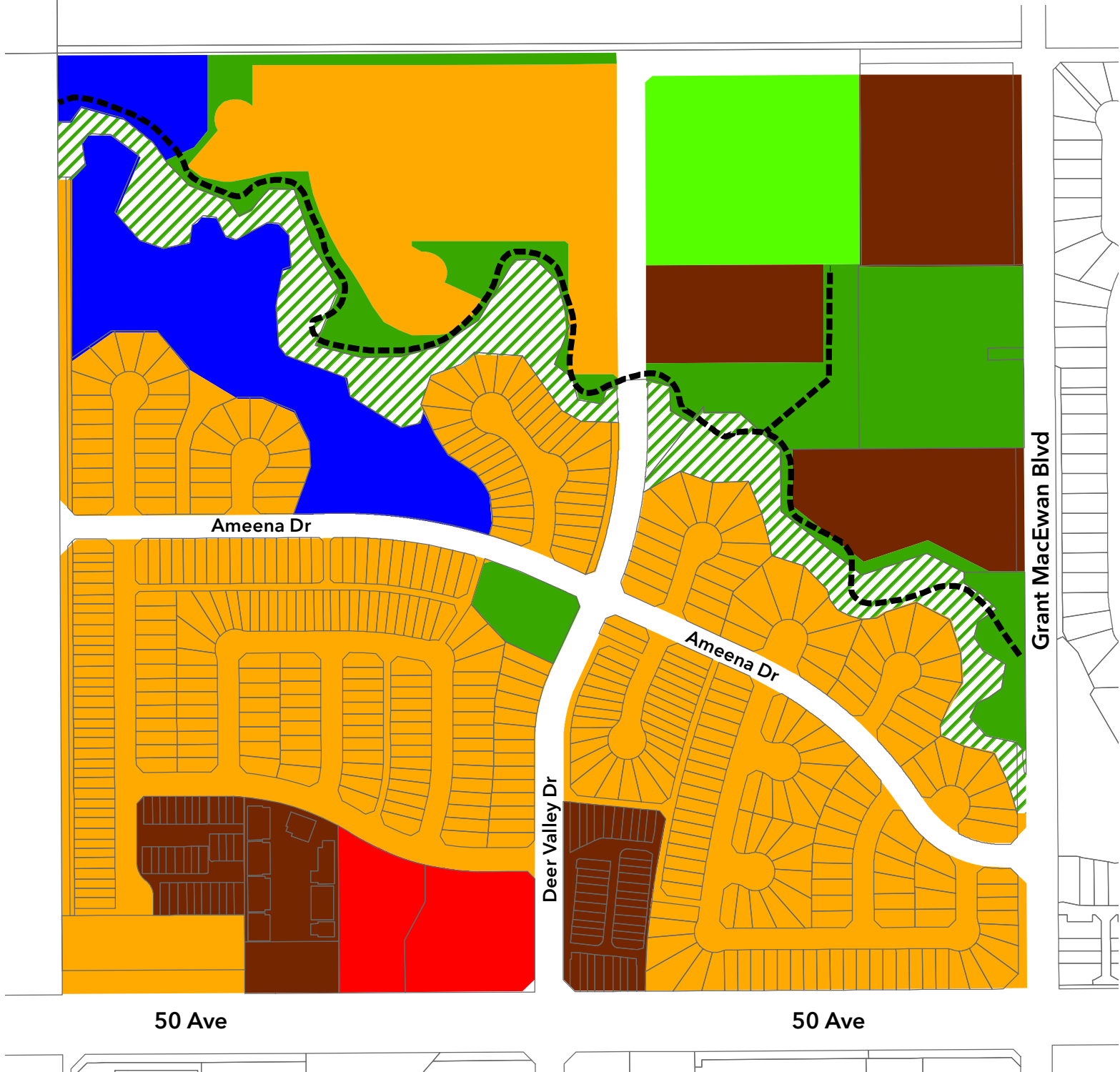


KEY PLAN





ATTACHMENT 3



- | | | | |
|-------------------------|----------------------------|--------|------------------------|
| Proposed Multiway Trail | Medium Density Residential | Park | Storm Water Management |
| Low Density Residential | Neighbourhood Commercial | School | Environmental Reserve |

3.1 Proposed Land Use Plan





**BLACK GOLD
REGIONAL
DIVISION NO. 18**

Norman Yanitski
Superintendent
of Schools

780 955 6026
norman.yanitski@blackgold.ca

Ruth Andres
Associate Superintendent
Business & Finance

780 955 6049
ruth.andres@blackgold.ca

Calvin Monty
Associate Superintendent
Human Resources &
Administration

780 955 6032
calvin.monty@blackgold.ca

William Romanchuk
Associate Superintendent
Learning Services

780 955 6028
bill.romanchuk@blackgold.ca

3rd Floor, 1101 – 5 Street, Nisku, Alberta T9E 7N3 T: 780 955 6025 F: 780 955 6050

www.blackgold.ca

ATTACHMENT 5

September 27, 2017

Delivered Via Email
mpieters@leeduc.ca

Michael Pieters
General Manager, Infrastructure & Planning
#1 Alexandra Park
Leduc, AB T9E 4C4

Dear Mr. Pieters;

Subject: Deer Valley Municipal Reserve Site

The Board of Education discussed on September 13, 2017 the request from the City of Leduc to release the Deer Valley Reserve site. There was extensive conversation about the Deer Valley site and the immediate need for Black Gold Regional Division (BGRD) to have fully serviced, shovel-ready school reserve sites in the City of Leduc. BGRD is a rapidly growing school division with over 5% enrolment growth each year in the City of Leduc. The Board of Education has grave concerns about the availability of suitable school sites to accommodate the enrolment growth.

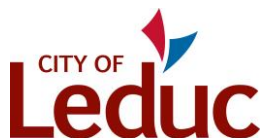
The Board of Education reviewed the information that you presented specific to the Deer Valley Reserve site. While there was a commitment from the City of Leduc in a letter dated March 25, 2009 to use cash-in-lieu to acquire additional land for the Deer Valley site, the Board acknowledges that more recently there has been a commitment from the City to develop a high school site in the West Area Structure Plan (WASP). Based on that commitment, the Board of Education now provides a non-objection letter towards the repurposing of the Deer Valley site.

BGRD is currently updating our Ten-Year Capital Plan, which will include yearly enrolment projections for the City of Leduc over the next ten years. Administration will be requesting a meeting shortly with the City of Leduc planning staff to request information regarding proposed housing developments within the City. The Ten-Year Capital Plan will provide direction to BGRD regarding the need and timeline for school reserve sites in the future. We look forward to continuing the discussion.

Yours Sincerely,

M. Ruth Andres, B. Comm, CPA, CMA, CSBO
Associate Superintendent - Business & Finance

Cc: Sylvain Losier, City of Leduc
Board of Education
Dr. Norman Yanitski, Superintendent of Schools



COUNCIL REQUEST FOR DECISION

MEETING DATE: August 19, 2019

SUBMITTED BY: K. Woitt, Director Planning & Development

PREPARED BY: A. Renneberg, Current Planner II

REPORT TITLE: Bylaw 1026-2019 (Redistricting Black Stone Stage 2)(1st Reading)

EXECUTIVE SUMMARY

Administration is recommending that Council give first reading to the redistricting bylaw for Black Stone Stage 2. Redistricting of the lands is required prior to registration of the subdivision.

RECOMMENDATION

That Council give Bylaw 1026-2019 first reading.

RATIONALE

Black Stone Stage 2 proposes 1 lot for park development and 42 lots for single detached dwellings with a zero-metre side yard. Zero lot line parcels are those where the single detached dwelling is located directly on the side property boundary on one side of the lot. These types of buildings have specific development requirements. The City of Leduc requires a 1.5 m easement registered on the adjacent property to allow for encroachment of eaves, drainage and general access for maintenance purposes. This easement is registered along with the subdivision of the lands. In order to encourage fire safety, the Alberta Building Code requires that side of the building to have fire-rated drywall as well as restriction on wall penetrations such as windows; doors; dryer, furnace, water heater and fireplace vents; and fresh air intakes. Under Land Use Bylaw 809-2013, the minimum lot width for a single detached dwelling with a zero-metre side yard with access to a lane is 7.6 m and without access to a lane is 9.2 m.

The City's Subdivision Authority has given conditional approval to the amended subdivision application. The redistricting of these lots by City Council to the RNL and GR land use districts 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.

STRATEGIC / RELEVANT PLANS ALIGNMENT

Bylaw 1026-2019 is consistent with the City's Municipal Development Plan, as amended and the Blackstone Area Structure Plan. 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.

ORGANIZATIONAL IMPLICATIONS

ADMINISTRATION:

There are no administrative implications.

RISK ANALYSIS: FINANCIAL / LEGAL:

1. Municipal Government Act, RSA 2000, Chapter M-26, as amended
 - S. 640(2)(a) requires a municipality be divided into land use districts.



COUNCIL REQUEST FOR DECISION

- 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

IMPLEMENTATION / COMMUNICATIONS:

A public hearing for Bylaw 1026-2019 is scheduled for September 9, 2019. The hearing will be advertised in the August 23 and 30, 2019 issues of 'The Representative' and notices will be mailed to property owners within 61.0 m of the subject area.

ALTERNATIVES:

- 1. That Council defeat Bylaw 1026-2019.

ATTACHMENTS

- 1. Bylaw 1026-2019
- 2. Key Plan
- 3. Redistricting Plan
- 4. Subdivision Plan

Bylaw No. 1026-2019

AMENDMENT #96 - TO BYLAW NO. 809-2013, THE LAND USE BYLAW

WHEREAS: 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;

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

1. Bylaw No. 809-2013, the Land Use Bylaw, is amended by this Bylaw 1026-2019.
2. the Land Use Map, attached to and being part of the Land Use Bylaw of the City of Leduc, is amended by reclassifying the following lands:

Part of the E ½ & W ½ of NW ¼ Section 22-49-25-W4
(consisting of 2.42 ha more or less)

from UR – Urban Reserve, to RNL – Residential Narrow Lot and GR – General Recreation, as shown in Schedule A, attached hereto and forming part of this Bylaw 1026-2019.

READ A FIRST TIME IN COUNCIL THIS ____ DAY OF _____, AD 2019.

READ A SECOND TIME IN COUNCIL THIS ____ DAY OF _____, AD 2019.

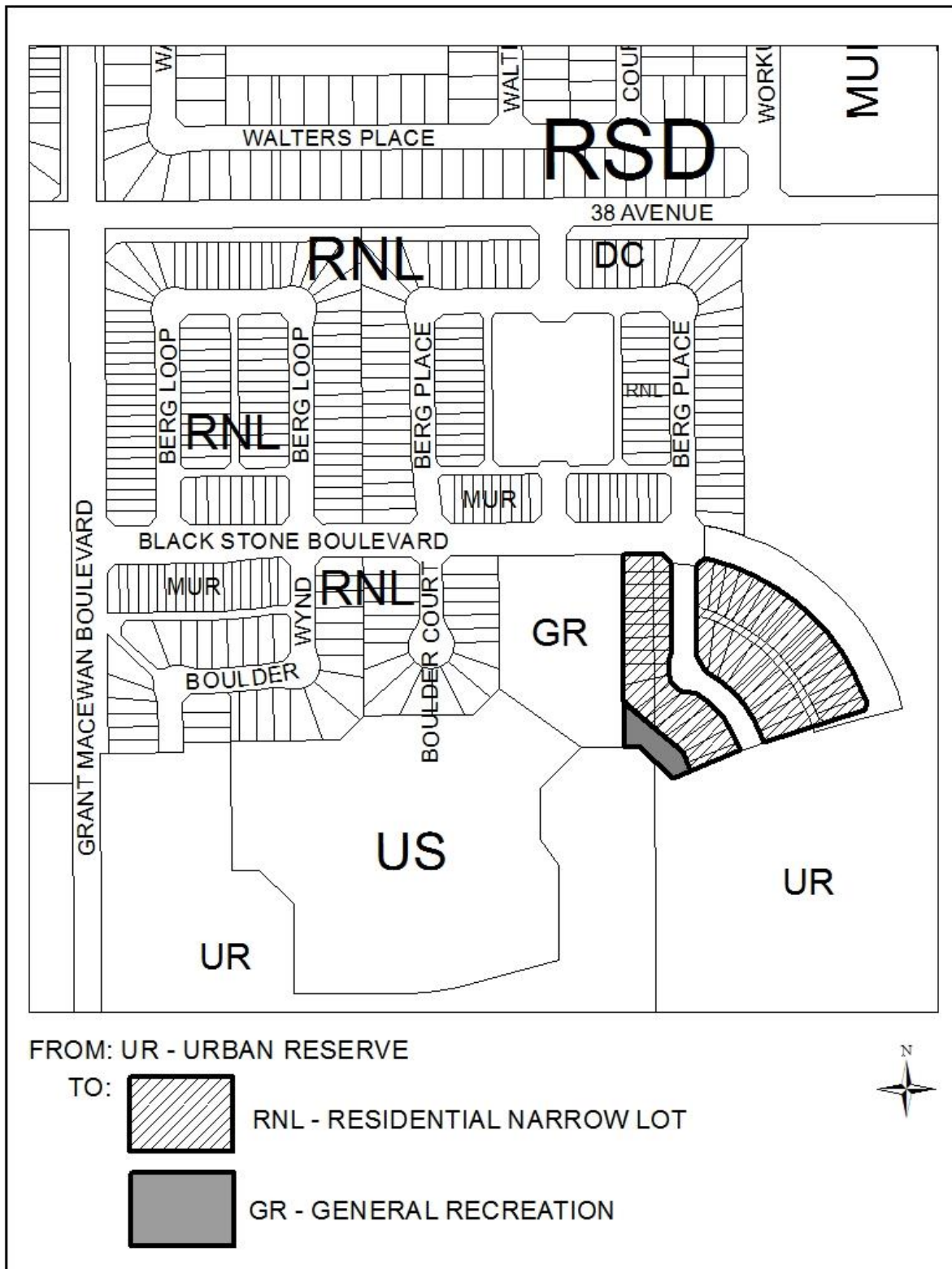
READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS ____ DAY OF _____, AD 2019.

Robert Young
MAYOR

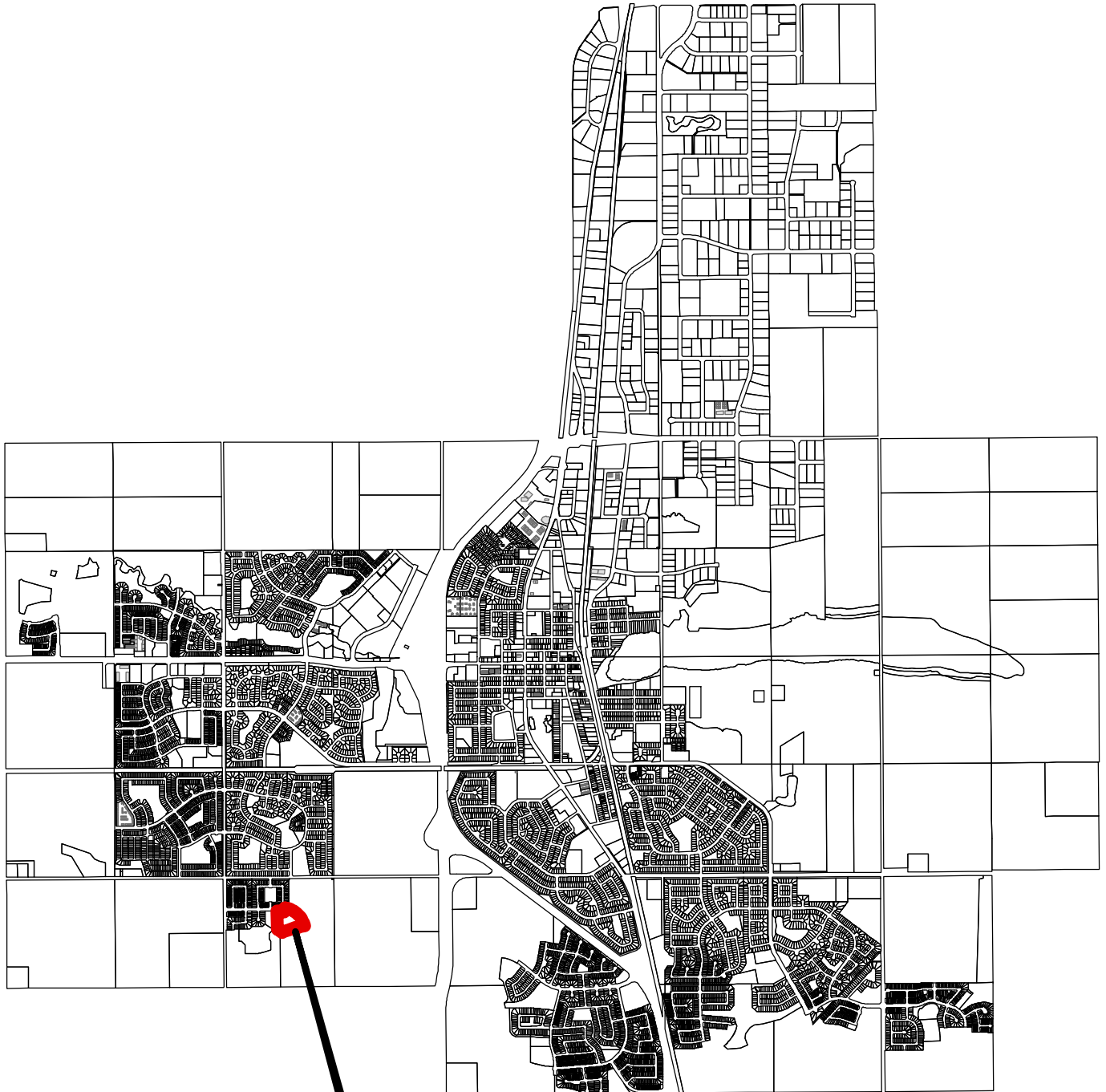
Sandra Davis
CITY CLERK

Date Signed

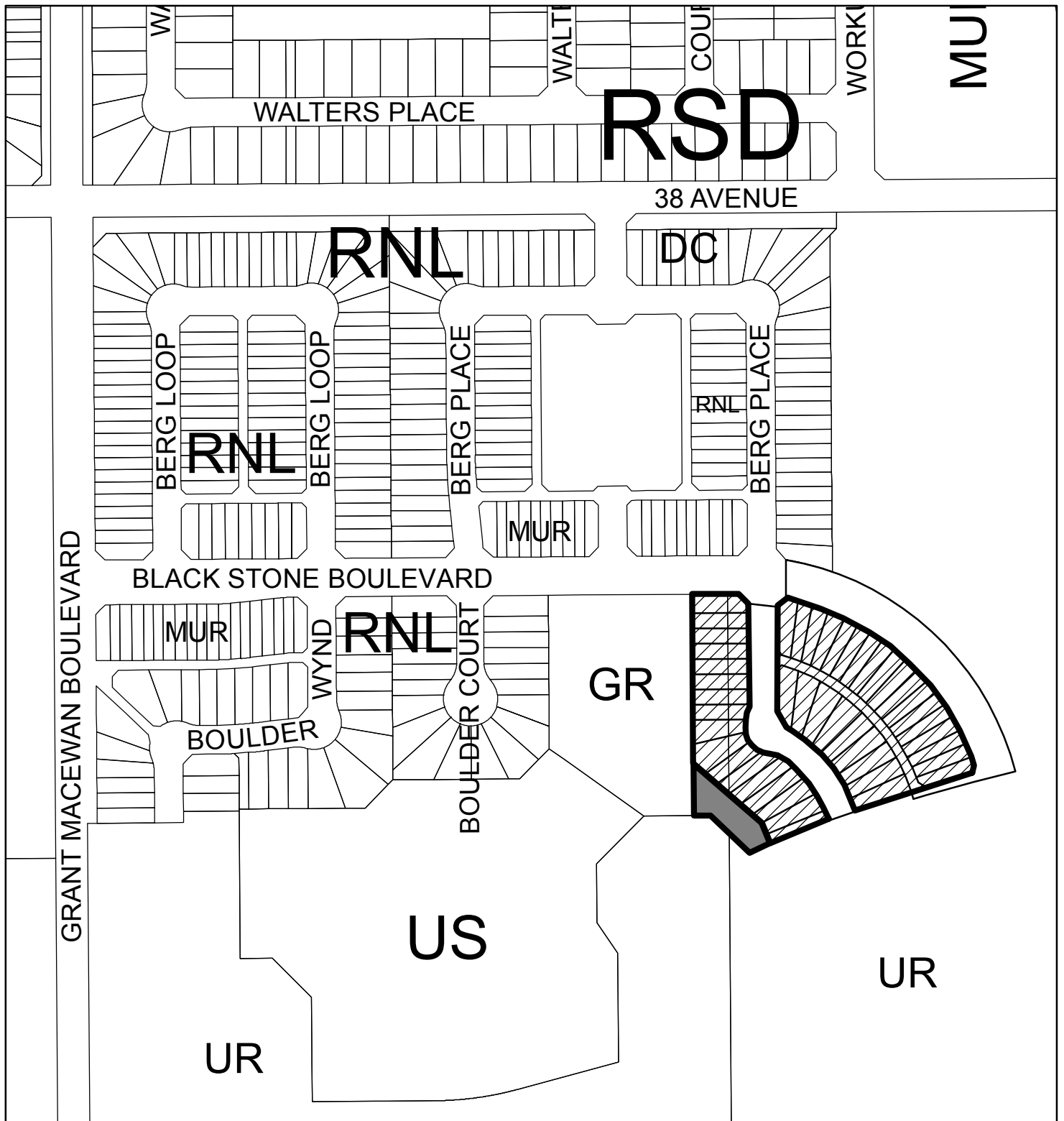
SCHEDULE A



KEY PLAN

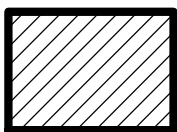


SUBJECT AREA



FROM: UR - URBAN RESERVE

TO:



RNL - RESIDENTIAL NARROW LOT



GR - GENERAL RECREATION





10160-112 Street
Edmonton, AB T5K 2L6
Tel. 780.917.7000
www.stantec.com

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The Contractor shall verify and be responsible for all dimensions. DO NOT scale the drawing - any errors or omissions shall be reported to Stantec without delay.

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Notes

All distances are expressed in metres and decimals thereof.

Area to be subdivided outlined thus ■■■■ and contains approximately 2.42 hectares, including 42 residential lots.

Revision	By	YY.MM.DD
----------	----	----------

Client/Project

Blackmud Enterprises

PORTIONS OF THE EAST AND WEST 1/2
OF THE N.W.1/4 SEC.22-49-25-W4M

Leduc, AB

Title

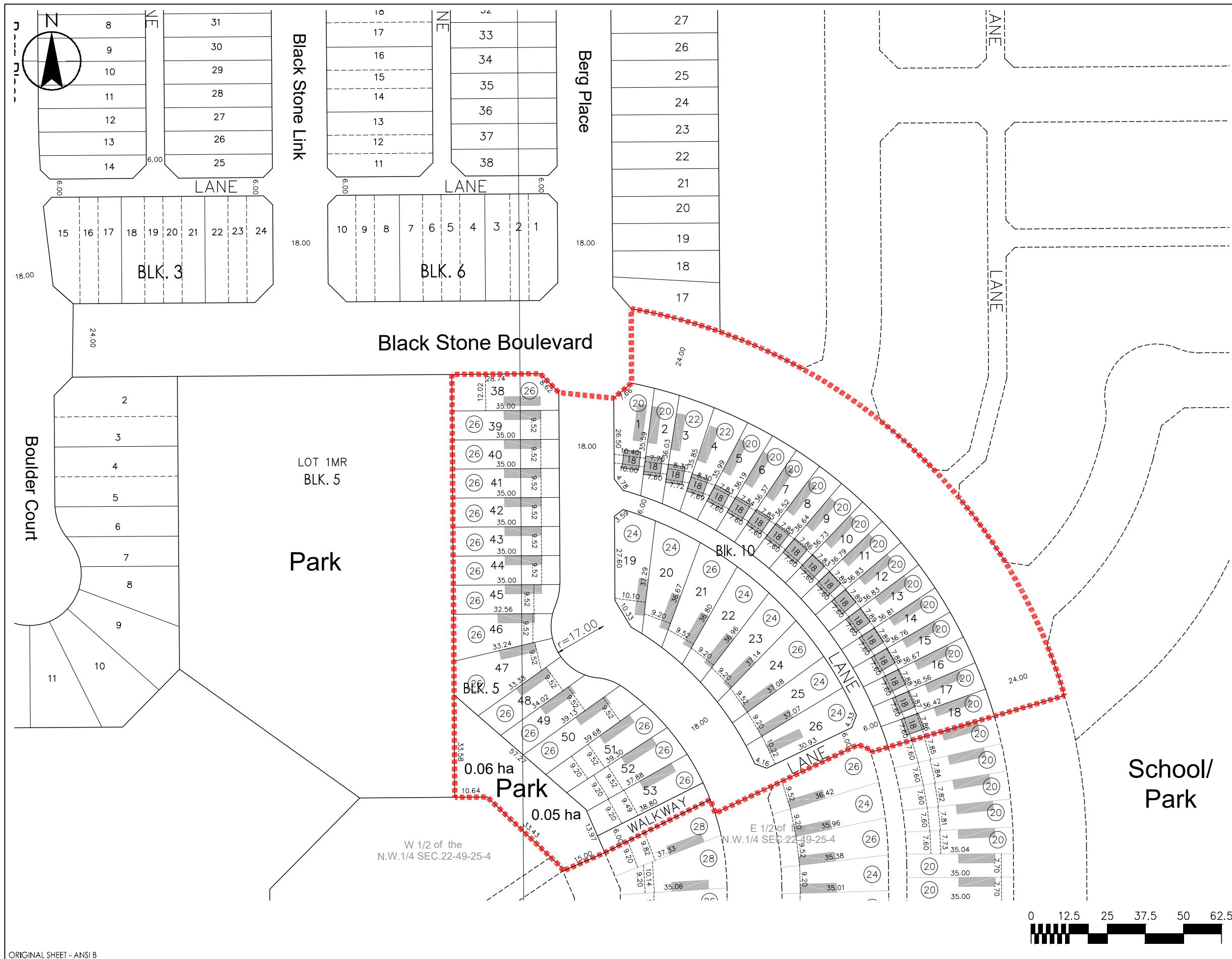
TENTATIVE PLAN OF SUBDIVISION
BLACK STONE - STAGE 2

Project No.

1161 106045 MR
June 20, 2019

Scale

1:1250





COUNCIL REQUEST FOR DECISION

MEETING DATE: August 19, 2019

SUBMITTED BY: K. Woitt, Director Planning & Development

PREPARED BY: A. Renneberg, Current Planner II
K. Mercer, Development Officer

REPORT TITLE: Bylaw 1032-2019 (Land Use Bylaw Text Amendment) (1st Reading)

EXECUTIVE SUMMARY

Administration received a request to consider amending the City's Land Use Bylaw to allow solar collectors mounted at grade at the Lions Campground, within the SE ¼ Section 25-49-25-W4. After considering the implications, administration is proposing Bylaw 1032-2019 to add regulations to Section 21.19 in the Land Use Bylaw allowing solar collectors mounted at grade level within institutional land use districts.

RECOMMENDATION

That Council give first reading to Bylaw 1032-2019.

RATIONALE

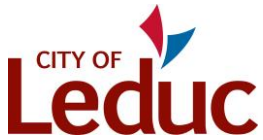
Land Use Bylaw 809-2013 regulates and controls the use and development of land and buildings within the City of Leduc. One of the primary goals of the Land Use Bylaw is to create a set of regulations that will enhance the unique character of the City. A Land Use Bylaw is a living document that is constantly under review by administration to ensure the regulations are clear, concise and consistent in their requirements, and that improvements and new growth that occur within the City meet the high standards expected of development in Leduc.

The amendment proposed within Bylaw 1032-2019 relates to regulations for solar collectors. The City received a request to develop ground-mounted solar collectors at the Lions Campground in Leduc, within the SE ¼ Section 25-49-25-W4; however, the Land Use Bylaw as currently written does not allow for solar collectors mounted at grade level within the GR – General Recreation land use district. Upon further consideration of the proposal and the context in which this type of development may be undertaken, administration supports amending the Land Use Bylaw to permit grade-level solar collectors in institutional land use districts which could include the US – Urban Services, GR – General Recreation, ERD – Environmental Restricted Development, and UR – Urban Reserve land use districts. The proposed regulations also stipulate certain criteria including minimum lot size, maximum height, setbacks to property boundaries, distance from residential dwellings, and screening requirements. Height regulations for at-grade solar collectors in industrial land use districts have also been updated with the current specifications from this development proposal.

STRATEGIC / RELEVANT PLANS ALIGNMENT

Bylaw 1032-2019 is consistent with:

1. City of Leduc Municipal Development Plan, as amended
2. Land Use Bylaw 809-2013, as amended
3. Municipal Government Act, RSA 2000, Chapter M-26, as amended
 - S. 640(4) outlines all matters a land use bylaw may regulate.
 - S. 606 and S. 692 govern the requirements for advertising a public hearing for a bylaw.



COUNCIL REQUEST FOR DECISION

ORGANIZATIONAL IMPLICATIONS

ADMINISTRATION:

There are no administrative implications.

RISK ANALYSIS: FINANCIAL / LEGAL:

There are no financial or legal implications.

IMPLEMENTATION / COMMUNICATIONS:

The public hearing has been scheduled for September 9, 2019. The hearing will be advertised in the August 23 and 30, 2019 issues of *'The Representative'*.

ALTERNATIVES:

1. That Council defeat Bylaw 1032-2019.

ATTACHMENTS

1. Bylaw 1032-2019

Bylaw No. 1032-2019**AMENDMENT #97 - TO BYLAW NO. 809-2013, THE LAND USE BYLAW**

WHEREAS: 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;

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

1. Bylaw No. 809-2013, the Land Use Bylaw, is amended as follows:

A) Section 21.19.4 is deleted and substituted with the following:

"21.19.4. Solar Collectors mounted at Grade level within industrial Land Use districts shall be subject to the following regulations:

- 1) Shall be located in the Rear Yard only;
- 2) Shall not exceed 3.5 m in Height;
- 3) Shall have a Setback of 1.0 m from any side or rear property boundary."

B) Section 21.19. is amended by adding the following sections after 21.19.4.(3):

"21.19.5. Solar Collectors mounted at Grade level within institutional Land Use districts shall be subject to the following regulations:

- 1) Shall not be located on Parcels less than 8.0 ha (19.8 ac) in size;
- 2) Shall not be located closer than 200 m from the nearest residence;
- 3) Shall not exceed 3.5 m in Height;
- 4) Shall have a Setback of 6.0 m from the front property boundary and 1.0 m from any side or rear property boundary; and
- 5) Shall be screened by Landscaping and/or a berm to the satisfaction of the Development Authority."

READ A FIRST TIME IN COUNCIL THIS ____ DAY OF _____, AD 2019.

READ A SECOND TIME IN COUNCIL THIS ____ DAY OF _____, AD 2019.

READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS ____ DAY OF _____, AD 2019.

Robert Young
MAYOR

Date Signed

Sandra Davis
CITY CLERK



Mayor's Report

June 30 – August 10, 2019

July 1

- Canada Day activities including attending pancake breakfast and flag raising at the Legion, participation in parade, family activities at the Grain Elevator and concert at LRC

July 3

- S. Gerein, Qualico
- Minister of Natural Resources funding announcement – Apollo Clad
- P. Cowman (Resident)

July 4

- Leduc RCMP – Design/Planning
- EMRB – SISB Workshop

July 6

- Leduc Foam Fest
- Village of Warburg/Edmonton & District Kart Racing Association – Alberta Mayors Track Event

July 7

- Saddle Up for (United Way) Women United – Calgary
- Crestview Strategy - Calgary

July 8

- Premier's Stampede Breakfast - Calgary
- Mayor / City Manager 1:1
- Council and Committee-of-the-Whole agenda review
- Committee-of-the-Whole
- Council

July 9

- Leduc Rep Interview / North Telford Neighbourhood Rehabilitation project
- Mayor's Connect video shoot
- Electric Car photo shoot

July 10

- Santa's Helpers
- M. Dudey (Vertex Resource Group)
- Council/Applications Management Consulting Ltd re: Scope of social research services

July 11

- EMRB Board Development Session
- Grand Opening of Genesse Park Group Campground

July 12

- EMRB Executive Committee meeting
- G. Thomas
- Leduc Golf Course Site view
- Grand re-opening / 50th anniversary of the opening of Alexandra Outdoor Pool

July 13

- Leduc Arts Foundry Art Walk

July 17

- FSG Benefits Solutions – Open House and Brand Launch

July 18

- Premier's K-Days Pancake Breakfast
- EMRB SISB Workshop

July 19

- Leduc County Mayor Doblanko and D. Coleman / Airport Cost Share Agreement
- Tour of Apollo Clad
- E. Moussa

July 20 – August 7

- Vacation

August 8

- Polar Bear Genome BioPharma Ribbon Cutting Ceremony
- Golf Course Visit



Office of Mayor Young



August 9

- Strathcona County Annual Golf Tournament

August 10

- Rock the Rails – Leduc Skatepark

Approved by Mayor Bob Young

A handwritten signature in black ink, appearing to read "R. Young".



Building Permit Detail Summary

July 1, 2019-July 31, 2019 (inclusive)

Commercial					
Permit	Type of Work	Builder	Units	Area	Valuation
PRBD201901880 (Issued-16/07/2019)	Alteration and improvements	PETRA HOLDINGS LTD.		Central Business District	\$180,000.00
PRBD201901908 (Issued-31/07/2019)	Alteration and improvements	2105958 AB LTD/ Blackgold Handyman		Central Business District	\$8,000.00
PRBD201902031 (Issued-17/07/2019)	Alteration and improvements	PORSCON CONSTRUCTION LTD		Leduc Common	\$62,000.00
PRBD201902080 (In Plan Check-23/07/2019)	Demolition	NORSON CONSTRUCTION LLP		Alexandra Park	\$173,000.00
Subtotal		4			\$423,000.00
Duplex Dwelling					
Permit	Type of Work	Builder	Units	Area	Valuation
PRBD201902021	New Construction - Duplex	BEDROCK HOMES LIMITED	1	Robinson	\$359,971.00
PRBD201902024	New Construction - Duplex	BEDROCK HOMES LIMITED	1	Robinson	\$328,668.00
Subtotal		2	2		\$688,639.00
Government/Institutional					
Permit	Type of Work	Builder	Units	Area	Valuation
PRBD201901911 (Issued-15/07/2019)	Accessory Structure - Temporary	RIVER CITY EVENT RENTALS & SALES LTD		South Park	\$4,500.00
Subtotal		1			\$4,500.00
Industrial					
Permit	Type of Work	Builder	Units	Area	Valuation
PRBD201901271 (Issued-17/07/2019)	Accessory Structure Other	DistributionNOW O/A DNOW Canada ULC		Leduc Business Park	\$37,500.00
Subtotal		1			\$37,500.00
Other Residential					
Permit	Type of Work	Builder	Units	Area	Valuation
PRBD201900672 (Issued-12/07/2019)	Secondary suite	ART CUSTOM HOMES INC	1	Meadowview Park	\$50,000.00
PRBD201900702	Secondary suite	CARTWRIGHT JALENE	1	Southfork	\$50,000.00



Building Permit Detail Summary

July 1, 2019-July 31, 2019 (inclusive)

PRBD201901467 (Issued-02/07/2019)	Accessory Structure - Detached Garage	MSL PROJECTS & DESIGN INC	Southfork	\$26,000.00
PRBD201901706 (Issued-02/07/2019)	Accessory Structure - Deck Uncovered	MILLER MICHAEL	Windrose	\$25,000.00
PRBD201901775	Basement Development	POLAR ELECTRIC	Robinson	\$22,000.00
PRBD201901777 (Issued-08/07/2019)	Accessory Structure - Deck Uncovered	QUIRING HENRY	Southfork	\$7,000.00
PRBD201901797 (Finaled-08/07/2019)	Accessory Structure - Detached Garage	ENCORE MASTER BUILDER INC.	West Haven	\$20,000.00
PRBD201901799 (Finaled-02/07/2019)	Accessory Structure - Detached Garage	ENCORE MASTER BUILDER INC.	West Haven	\$20,000.00
PRBD201901800 (Issued-02/07/2019)	Accessory Structure - Deck Uncovered	D3 Group Ltd.	Southfork	\$5,000.00
PRBD201901801	Accessory Structure - Hot Tub	NOSYK DANIEL	Windrose	\$10,000.00
PRBD201901811 (Issued-18/07/2019)	Addition to existing building non-residential & residential	Polaron Solartech Corp.	South Park	\$34,002.00
PRBD201901819 (Issued-02/07/2019)	Accessory Structure - Detached Garage	LOOK MASTER BUILDER EDMONTON INC	Black Stone	\$13,000.00
PRBD201901820 (Issued-09/07/2019)	Secondary suite	LOOK MASTER BUILDER EDMONTON INC	1 Black Stone	\$50,000.00
PRBD201901834	Basement Development	GIESBRECHT AARON	Suntree	\$26,000.00
PRBD201901852	Basement Development	WILSON JESSE ME	Southfork	\$30,000.00
PRBD201901855	Accessory Structure - Hot Tub	KLAK EDGAR A	Corinthia Park	\$5,000.00
PRBD201901869 (Finaled-08/07/2019)	Alteration and improvements	WILLIAMS TRAVIS	Caledonia Park	\$3,000.00
PRBD201901881 (Issued-17/07/2019)	Alteration and improvements	KOOPMANS PAUL	Corinthia Park	\$80,000.00
PRBD201901885	Basement Development	HELLE JOHN AJ	Robinson	\$1,000.00
PRBD201901886	Accessory Structure Other	BENCHARSKI THOMAS BRIAN	Bridgeport	\$5,000.00
PRBD201901888	Basement Development	MARTIN MELISSA	Southfork	\$5,000.00
PRBD201901890 (Issued-16/07/2019)	Accessory Structure - Detached Garage	Premier Built Garages	Southfork	\$26,459.12



Building Permit Detail Summary

July 1, 2019-July 31, 2019 (inclusive)

PRBD201901894 (Issued-12/07/2019)	Accessory Structure - Detached Garage	HOMES BY AVI (EDMONTON) LP	Southfork	\$12,000.00
PRBD201901895 (Issued-12/07/2019)	Accessory Structure - Deck Uncovered	HUCULAK REAGAN	Tribute	\$5,000.00
PRBD201901897 (Issued-12/07/2019)	Accessory Structure - Detached Garage	HOMES BY AVI (EDMONTON) LP	Southfork	\$10,000.00
PRBD201901929 (Issued-11/07/2019)	Accessory Structure - Detached Garage	HOMEXX CORPORATION	West Haven	\$12,000.00
PRBD201901930	Basement Development	Trident Painting and Contracting	Suntree	\$32,000.00
PRBD201901933 (Issued-23/07/2019)	Accessory Structure - Detached Garage	R & R Stewart General Contracting Services Inc.	Southfork	\$20,000.00
PRBD201901955 (Issued-17/07/2019)	Accessory Structure - Deck Uncovered	WILCOX STACY L	West Haven	\$5,000.00
PRBD201901957 (Issued-15/07/2019)	Demolition	DYCK GORDON A	Central Business District	\$5,000.00
PRBD201901959 (Issued-18/07/2019)	Accessory Structure - Detached Garage	DYCK GORDON A	Central Business District	\$15,000.00
PRBD201901962 (Issued-18/07/2019)	Accessory Structure - Detached Garage	DYCK GORDON A	Central Business District	\$15,000.00
PRBD201901980	Accessory Structure - Hot Tub	Aim Trading & Construction Inc.	Southfork	\$4,000.00
PRBD201901992	Basement Development	Prominent Homes Edmonton Ltd	Black Stone	\$17,000.00
PRBD201902017	Basement Development	TELLIER KRISTA K	Robinson	\$24,000.00
PRBD201902022	Accessory Structure Other	BLAYLOCK JEFF J	Black Stone	\$5,000.00
PRBD201902025	Basement Development	DEKOK TYLER	West Haven	\$19,000.00
PRBD201902034	Basement Development	MEAKIN ALLEN R	Robinson	\$23,000.00
PRBD201902047	Accessory Structure - Hot Tub	JOHANNSON ROCHELLE A	Linsford Park	\$2,000.00
PRBD201902091 (Issued-30/07/2019)	Accessory Structure - Deck Uncovered	Chen Scott	Tribute	\$4,000.00
PRBD201902092 (Issued-31/07/2019)	Accessory Structure - Deck Uncovered	JAYMAN BUILT LTD	Southfork	\$3,800.00
PRBD201902109	Basement Development	MCDONALD BRANDON P	Southfork	\$13,000.00



Building Permit Detail Summary

July 1, 2019-July 31, 2019 (inclusive)

PRBD201902122	Basement Development		Southfork	\$20,000.00
PRBD201902137	Secondary suite	Prominent Homes Edmonton Ltd	1 Deer Valley	\$50,000.00
PRBD201902138 (Issued-31/07/2019)	Accessory Structure - Deck Uncovered	PRAIRIE ECO TECH / 1777302 ALBERTA LTD	Meadowview Park	\$10,000.00
PRBD201902154 (Issued-31/07/2019)	Accessory Structure - Deck Uncovered	SRAYKO DAVID JOHN	Suntree	\$2,500.00
PRBD201902156 (Issued-30/07/2019)	Accessory Structure - Deck Uncovered	DUONG TUNG H	Bridgeport	\$6,500.00
PRBD201902183 (Issued-31/07/2019)	Accessory Structure - Detached Garage	LIVE BETTER HOMES LTD	Robinson	\$15,000.00
PRBD201902184 (Issued-31/07/2019)	Accessory Structure - Detached Garage	LIVE BETTER HOMES LTD	Robinson	\$15,000.00
Subtotal		49	4	\$878,261.12
Single Detached Dwelling				
Permit	Type of Work	Builder	Units Area	Valuation
PRBD201901746 (Issued-03/07/2019)	New Construction - Single Detached Dwelling	Lincolnberg Homes Ltd	1 Black Stone	\$360,000.00
PRBD201901868 (Issued-12/07/2019)	New Construction - Single Detached Dwelling	LOOK MASTER BUILDER EDMONTON INC	1 Black Stone	\$327,000.00
PRBD201901871 (Issued-09/07/2019)	New Construction - Single Detached Dwelling	LOOK MASTER BUILDER EDMONTON INC	1 Black Stone	\$389,000.00
PRBD201901878 (Issued-10/07/2019)	New Construction - Single Detached Dwelling	JAYMAN BUILT LTD	1 Southfork	\$520,000.00
PRBD201901891 (Issued-12/07/2019)	New Construction - Single Detached Dwelling	HOMES BY AVI (EDMONTON) LP	1 Southfork	\$324,300.00
PRBD201901893 (Issued-12/07/2019)	New Construction - Single Detached Dwelling	HOMES BY AVI (EDMONTON) LP	1 Southfork	\$328,200.00
PRBD201901909 (Issued-10/07/2019)	New Construction - Single Detached Dwelling	TRIUMPH HOMES LTD.	1 Black Stone	\$384,000.00
PRBD201901975 (Issued-18/07/2019)	New Construction - Single Detached Dwelling	HOMES BY SANTOS CONSTRUCTION	1 Meadowview Park	\$581,000.00
PRBD201901999 (Issued-31/07/2019)	New Construction - Single Detached Dwelling	SEHJAS HOMES LTD	1 Deer Valley	\$490,000.00



Building Permit Detail Summary

July 1, 2019-July 31, 2019 (inclusive)

PRBD201902056 (Issued-24/07/2019)	New Construction - Single Detached Dwelling	VICTORY HOMES LTD	1 Meadowview Park	\$456,000.00
PRBD201902058 (Issued-31/07/2019)	New Construction - Single Detached Dwelling	Lincolnborg Homes Ltd	1 Black Stone	\$435,800.00
PRBD201902152 (Issued-29/07/2019)	New Construction - Single Detached Dwelling	CRANSTON HOMES LTD	1 Black Stone	\$304,000.00
Subtotal		12	12	\$4,899,300.00
Total		69	18	\$6,931,200.12

TOTAL RESIDENTIAL UNITS COMPARISON OF 2019 TO 2018

YEAR 2019	Single Family	Duplex (side by side and up & down)	Multi Family (3-plex, 4-plex, townhouse, rowhousing and apartments)	Secondary Suites
	No. of Units	No. of Units	No. of Units	No. of Units
January	6	0	0	8
February	10	2	0	3
March	16	2	0	4
April	13	2	0	4
May	20	10	3	6
June	14	4	10	3
July	12	2	0	4
August				
September				
October				
November				
December				
Year-to-date Totals	91	22	13	32

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	20	8	6
July	13	8	-
August			
September			
October			
November			
December			
Year-to-date Totals	136	51	18

TOTAL PERMIT VALUE COMPARISON OF 2019 TO 2018

Year 2019	Residential Permits	Commercial Permits	Institutional Permits	Industrial Permits	Total of all Building Permits
January	\$ 3,104,500.00	\$ 598,936.00	\$ 45,000.00	\$ 4,988,000.00	\$ 8,736,436.00
Feburary	\$ 4,713,250.00	\$ 266,982.66	\$ 270,000.00	\$ 80,000.00	\$ 5,330,232.66
March	\$ 6,835,444.00	\$ 35,000.00	\$ -	\$ -	\$ 6,870,444.00
April	\$ 6,500,146.00	\$ 100,000.00	\$ -	\$ 2,943,862.00	\$ 9,544,008.00
May	\$ 12,423,517.29	\$ 1,870,000.00	\$ 31,400.00	\$ 3,278,000.00	\$ 17,602,917.29
June	\$ 9,453,211.51	\$ 4,054,402.00	\$ 16,000.00	\$ 2,750,400.00	\$ 16,274,013.51
July	\$ 6,466,200.12	\$ 423,000.00	\$ 4,500.00	\$ 37,500.00	\$ 6,931,200.12
August					
September					
October					
November					
December					
Year-to-date Totals	\$ 49,496,268.92	\$ 7,348,320.66	\$ 366,900.00	\$ 14,077,762.00	\$ 71,289,251.58

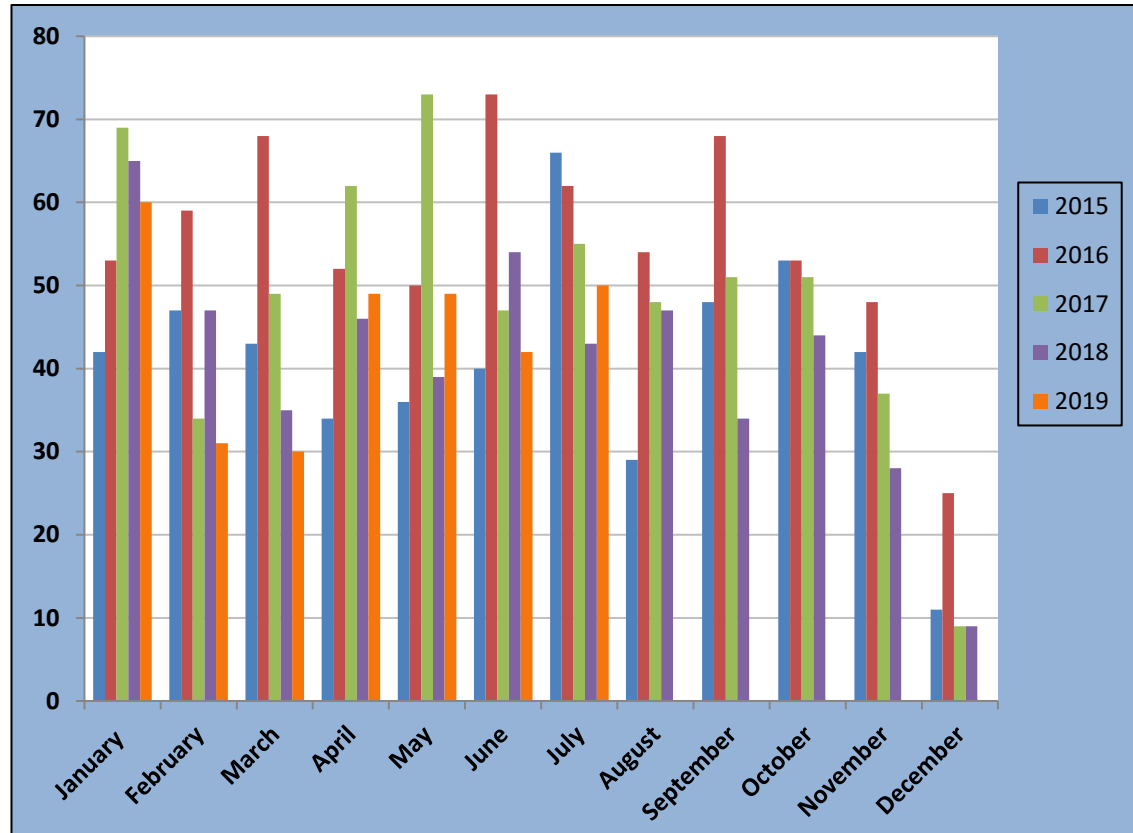
Year 2018	Residential Permits	Commercial Permits	Institutional Permits	Industrial Permits	Total of all Building Permits
January	\$ 11,972,203.59	\$ 803,000.00	\$ -	\$ 240,207.00	\$ 13,015,410.59
Feburary	\$ 10,816,251.42	\$ 235,000.00	\$ 400,000.00	\$ 10,000.00	\$ 11,461,251.42
March	\$ 10,585,472.33	\$ 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	\$ 12,241,936.39	\$ 8,000.00	\$ 1,319,500.00	\$ 384,000.00	\$ 13,953,436.39
July	\$ 7,650,076.96	\$ 817,301.00	\$ 570,000.00	\$ 10,000.00	\$ 9,047,377.96
August					
September					
October					
November					
December					
Year-to-date Totals	\$ 75,001,284.26	\$ 2,003,301.00	\$ 4,427,100.00	\$ 1,783,207.00	\$ 83,214,892.26

License #	Business Name	Address	Activity	Contact	Category	TaxRoll
LCB201900238	CANINE SOCIAL HOUSE	6514 SPARROW DR, Leduc, AB	DOG KENNEL/ DAYCARE	7809822969	General	008083
LCB201900547	Stiven Books	3804 34 AVE, Leduc, AB	Selling educational materials (Southwestern Advantage)	7809102733	Home Based	008263
LCB201900550	ODDITY RACING	47 HURON DR, Leduc, AB	AUTOMOTIVE PARTS & ACCESSORIES	7802643324	Home Based	006535
LCB201900662	ALIGN PROPERTY MANAGEMENT INT		PROPERTY MANAGEMENT	8448327668	Non-Resident	
LCB201900678	Kaytek CSP	3908 82 AVE, Unit:203, Leduc, AB	Industrial Brush Electroplating	7804146062	General	017093
LCB201900721	Cellar Door Photography	244 SIMPKINS BEND, Leduc, AB	PROFESSIONAL PHOTOGRAPHY	7802391363	Home Based	018282
LCB201900735	Central Taekwondo	4302 50 ST, Unit:006, Leduc, AB	Martial Arts Studio - teaching taekwondo	7808035728	General	006343
LCB201900740	Prairie Microgreens	100 BRIDGEPORT WYND, Leduc	Agriculture/ Microgreens	7788665024	Home Based	008209
LCB201900776	The Holistic Health Connection	4807 48 ST, Leduc, AB	Health coaching and nutritional consultations.	7809952571	General	010115
LCC201900781	Shandro Construction (1987) Ltd		Concrete Work	7804847777	Non-Resident	
LCB201900793	Roll Group Canada Inc.	396 MEADOWVIEW BLVD, Leduc	Heavy lift, Heavy haul transport, Engineering	7806197065	Home Based	018482
LCB201900797	Falcon Equipment Ltd	6803 42 ST, Leduc, AB	Equipment sales & support for heavy truck, crane & rail.	5879862462	General	017524
LCB201900813	SCHRADER HOLDINGS LTD/ NURFAGEDDON	4901 50 AVE, Leduc, AB	NERF BATTLE ARENA	7806683742	General	010256
LCC201900830	Strathcona Excavating Inc.		Water/Sewer; Hydrovac Services	7804169000	Non-Resident	
LCB201900835	Earth Connections	5122 43 AVE, Leduc, AB	Yoga/ Reiki	7802672807	Home Based	009063
LCB201900836	Mehar Enterprises Ltd.	4302 50 ST, Unit:005, Leduc, AB	Nitza's Pizza	7808620593	General	006343
LCB201900837	M4 Designs	128 SHORES DR, Leduc, AB	Custom vinyl designs with a country flair.	5878731510	Home Based	013585
LCC201900840	Sign Monster		Sign Installation/ Manufacture	7802455859	Non-Resident	
LCC201900842	GS Construction		Underground Infrastructure	7802663891	Non-Resident	
LCC201900844	North Point Monuments		Make and install monuments	7809131555	Non-Resident	
LCB201900847	Grayline Design Inc.	4810 50 AVE, Leduc, AB	Architectural Design	7809948217	General	010249
LCB201900849	Turbo Cleaning Services	142 SELKIRK PL, Unit:153, Leduc	Residential Cleaning Services	7809150383	Home Based	017210
LCB201900850	Kennelli Springs	5908 50 ST, Unit:12, Leduc, AB	Bottled Water	7807109217	General	010350
LCB201900854	King Business Solutions	5120 47 ST, Leduc, AB	Bookkeeping & HR Business Services	7804465901	General	009941
LCC201900855	H2FLO PLUMBING INC.		Plumbing	7802316098	Non-Resident	
LCC201900860	1911 Construction LTD	87 WALTERS PL, Leduc, AB	Construction (Sheet Metal Worker)	7809143148	Home Based	014026
LCC201900861	Another Storey Renovations		MODULAR RENOVATION	7807075645	Non-Resident	
LCC201900863	Gen-Con Electric & Services		Electrical Construction Contractor	5873380250	Non-Resident	
LCC201900866	GRAEME BASS		ELECTRICAL CONTRACTOR	7809525149	Non-Resident	
LCC201900868	M & S RENOVATIONS LTD		STUCCO, STONE WORK	7807189316	Non-Resident	
LCB201900874	Shish Shawarma	4922 51 AVE, Leduc, AB	Restaurant	5872741114	General	010425
LCB201900877	HEARTS LEDUC RIBFEST	4330 BLACK GOLD DR, Leduc, AB	HEARTS LEDUC RIBFEST - July 17-21st	7809640476	Mobile	005981
LCC201900881	Crystal Waters Plumbing Company Inc		Plumbing & Gas Fitting	4035103145	Non-Resident	
LCC201900886	Stud Worx Construction Ltd	87 WALTERS PL, Leduc, AB	CONSTRUCTION/CARPENTRY/CONTRACTING	5875013582	Home Based	014026
LCB201900887	True North Safety Consulting	16 BLACKWELL CRT, Leduc, AB	SAFETY CONSULTING	7807225426	Home Based	008233
LCC201900888	AIM ELECTRIC LTD		ELECTRICAL CONTRACTOR	3069341922	Non-Resident	
LCC201900891	AIM TRADING AND CONSTRUCTION INC.		CONSTRUCTION	7806551327	Non-Resident	

LCC201900892	Cross Canada Millwright Ltd	3912 77 AVE, Unit:109, Leduc, AB	MILLWRIGHT SUPPORT	7809142561	General	015348
LCB201900899	RICHARD GILLIAT		CONCESSION TRAILER - Skatepark, Aug. 10, 2019	4038279095	Mobile	
LCB201900901	SMACHNO-UKRAINIAN HOUSE		FOOD TRAILER - Art Festival, Main St - July 13, 2019	7802648897	Mobile	
LCB201900905	Shredmonton Inline Skating Association		Vendor for Event - Leduc Skatepark, July 20, 2019	7809931732	Mobile	
LCB201900907	LB Closet & Boutique Ltd.	5222B 50 ST, Leduc, AB	Retail consignment clothing and accessories	7807887881	General	
LCC201900915	Boald Construction Management Ltd		General Contractor		Non-Resident	
LCB201900921	Johnson Fresh Farms	5402 DISCOVERY WAY, Leduc, AB	Selling Taber Corn; August to mid-September	4036343712	Mobile	012937
LCC201900927	CONSUMER ELECTRIC LTD		ELECTRICAL CONTRACTOR	7804753299	Non-Resident	
LCC201900943	Sercon		Mechanical Contractor	7804441023	Non-Resident	
LCB201900945	3-D LINE LOCATING LTD		Pipeline & Utility Locating Services & Hydrovac Services	7809790890	Non-Resident	
LCB201900952	Amit Investments & Financial Services	270 SOUTHWICK ST, Leduc, AB	INDEPENDENT BROKER	7806128945	Home Based	013258
LCC201900958	GB Homes & Renos Inc.		Wood Framing	7808873352	Non-Resident	
LCC201900970	Ernco Environmental Drilling & Coring Inc.		Environmental/ Geotechnical Drilling	4038871490	Non-Resident	

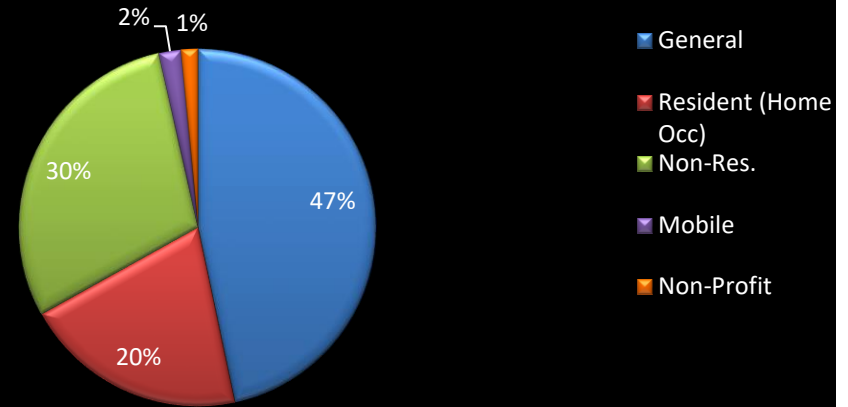
Newly Issued Business Licences Comparison by Year

	2015	2016	2017	2018	2019
January	42	53	69	65	60
February	47	59	34	47	31
March	43	68	49	35	30
April	34	52	62	46	49
May	36	50	73	39	49
June	40	73	47	54	42
July	66	62	55	43	50
August	29	54	48	47	
September	48	68	51	34	
October	53	53	51	44	
November	42	48	37	28	
December	11	25	9	9	
Total	491	665	585	491	311



Current Licence Types

	General	Resident (Non-Res.	Mobile	Non-Profit	Total
January	778	289	376	6	19	1468
February	885	335	424	7	26	1677
March	923	363	467	8	30	1791
April	944	381	499	13	30	1867
May	949	393	545	19	30	1936
June	957	407	568	33	31	1996
July	968	420	613	42	31	2074
August						0
September						0
October						0
November						0
December						0

Licence Types as of July 31, 2019**2015 Year End for Comparison**

Total	936	371	840	41	15	2203
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2016 Year End for Comparison

Total	971	403	809	44	23	2250
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2017 Year End for Comparison

Total	972	405	895	23	30	2325
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2018 Year End for Comparison

Total	999	413	860	48	29	2349
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