

**CITY OF LEDUC  
COUNCIL MEETING AGENDA**



Monday, September 9, 2019, 7:00 P.M.  
Council Chambers, Leduc Civic Centre  
1 Alexandra Park, Leduc, Alberta

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	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	
4.1 Approval of Minutes of the Council Meeting held August 19, 2019	3 - 8
5. RECOGNITION ITEMS	
6. PUBLIC COMMENTARY	
7. PUBLIC HEARING	
7.1 Bylaw No. 1026-2019 - Redistricting Black Stone Stage 2	9 - 11
7.2 Bylaw No. 1032-2019 - A Bylaw to Amend Bylaw No. 809-2013 - Land Use Bylaw	12 - 14
8. PRESENTATIONS	
9. BUSINESS	
9.1 Introduction of Director, Facility & Property Services (M. Pieters)	
9.2 2019 - 2022 City of Leduc Strategic Plan - Q2 Update (M. Hay)	15 - 33

9.3	Downtown Storefront Improvement Grant Program - Phase 2 Program Guidelines Amendment	34 - 46
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(S. Losier)

## 10. BYLAWS

10.1	Bylaw No. 1008-2018 - East Telford Lake Area Structure Plan (3rd Reading)	47 - 101
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(K. Woitt)

10.2	Bylaw No. 1026-2019 - Redistricting Black Stone Stage 2 (2nd Reading)	102 - 108
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(K. Woitt)

10.3	Bylaw No. 1032-2019 - A Bylaw to Amend Bylaw No. 809-2013 - Land Use Bylaw (2nd & 3rd Readings)	109 - 112
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(K. Woitt)

## 11. PUBLIC COMMENTARY

## 12. IN-CAMERA ITEMS

## 13. RISE AND REPORT FROM IN-CAMERA ITEMS

## 14. UPDATES FROM BOARDS & COMMITTEES

14.1	Council Member Updates from Boards & Committees
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14.2	Council Member Updates from Commissions, Authorities, Other
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## 15. INFORMATION REPORTS

15.1	Mayor's Report	113
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15.2	Building Inspector's Report	114 - 120
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15.3	Newly Issued Business Licences	121 - 123
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## 16. ADJOURNMENT

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

**Monday, August 19, 2019**

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

**1. CALL TO ORDER**

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

**2. ADOPTION OF AGENDA**

**MOVED by** Councillor L. Hansen

That the agenda be adopted with the following addition:

9. BUSINESS

9.6 Appointment of Airport Tax Sharing Agreement Negotiating Committee Members  
and the following deletion:

8. PRESENTATIONS

8.1 Edmonton Global

**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

9.2 Second Quarter Financial Variance Report

9.4 Edgewater Home Owner Association

9.5 Arterial Name Approval ("Pioneer Road")

10. BYLAWS

10.1 Bylaw No. 1024-2019 - Deer Valley/Creekside Area Structure Plan Amendment (2nd & 3rd Readings)

**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 July 8, 2019**

**MOVED** by Councillor G. Finstad

That the minutes of the Council Meeting held July 8, 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**

**7.1 Bylaw No. 1024-2019 - Deer Valley / Creekside Area Structure Plan Amendment**

Mayor B. Young declared the Public Hearing for Bylaw No. 1024-2019 open at 7:04 pm.

**Written Submissions:**

No written submissions were received.

**Presentations:**

Administration

K. Woitt, Director, Planning and Development, made a presentation.

Other Presentations

There were no other presentations.

Mayor B. Young declared the Public Hearing for Bylaw No. 1024-2019 closed at 7:06 pm.



**8. PRESENTATIONS**

**8.1 Edmonton Global**

This item was deleted from the agenda.

**9. BUSINESS**

**9.1 eSCRIBE Update**

There was no discussion.

**9.2 Second Quarter Financial Variance Report**

G. Damo, Manager, Revenue Services, made a presentation outlining variances for the second quarter.

M. Pieters, General Manager, Infrastructure & Planning, answered Council's questions.

**9.3 Adoption of 2019 - 2022 City of Leduc Strategic Action Plan**

**MOVED** by Councillor G. Finstad

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

**Motion Carried Unanimously**

**9.4 Edgewater Home Owner Association**

S. Losier, Manager, Current Planning, stated that the Edgewater Home Owner Association ("HOA") has advised that the HOA is not viable. As a result, the HOA has requested that the City of Leduc take over waste services, snow removal and road and utility infrastructure. However, the HOA will remain the owner of the parkland. S. Losier provided alternatives for Council's consideration.

S. Losier, P. Benedetto, City Manager, M. Pieters, General Manager, Infrastructure and Planning, Mayor B. Young and S. Ramtulla, Tamani Communities, answered Council's questions.

**MOVED by** Councillor G. Finstad

That Administration work with the developer and report back to Council with a recommendation relative to the inclusion, or non-inclusion, of the park space as part of the assets taken over by the City.

In Favour: (5): Mayor B. Young, Councillor G. Finstad, Councillor B. Hamilton, Councillor L. Hansen, and Councillor L. Tillack

Opposed: (1): Councillor B. Beckett

**Motion Carried**

#### **9.5 Arterial Name Approval (“Pioneer Road”)**

K. Woitt, Director, Planning & Development, and Councillor L. Tillack made a presentation and advised that the proposed name reflects the history of the area, which was agriculture and homesteading.

**MOVED by** Councillor B. Hamilton

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.

**Motion Carried Unanimously**

#### **9.6 Appointment of Airport Tax Share Agreement Negotiating Committee Members**

**MOVED by** Councillor G. Finstad

That Council appoint Councillor T. Lazowski and Councillor G. Finstad to the Airport Tax Share Negotiation Committee.

**Motion Carried Unanimously**

### **10. BYLAWS**

#### **10.1 Bylaw No. 1024-2019 - Deer Valley / Creekside Area Structure Plan Amendment (2nd & 3rd Readings)**

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

Administration recommends that Bylaw No. 1024-2019 receive second and third readings.

**MOVED by** Councillor L. Hansen

That Council give Bylaw No. 1024-2019 second reading.

**Motion Carried Unanimously**

**MOVED by** Councillor B. Beckett

That Council give Bylaw No. 1024-2019 third reading.

**Motion Carried Unanimously**

**10.2 Bylaw No. 1026-2019 - Redistricting Black Stone Stage 2 (1st Reading)**

Administration recommends that Bylaw No. 1026-2019 receive first reading.

**MOVED by** Councillor G. Finstad

That Council give Bylaw No. 1026-2019 first reading.

**Motion Carried Unanimously**

**10.3 Bylaw No. 1032-2019 - A Bylaw to Amend Bylaw No. 809-2013 - Land Use Bylaw (1st Reading)**

Administration recommends that Bylaw No. 1032-2019 receive first reading.

**MOVED by** Councillor G. Finstad

That Council give first reading to Bylaw No. 1032-2019.

**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 7:48 pm.

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B. YOUNG, Mayor

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S. DAVIS, City Clerk

# Notice of Hearings

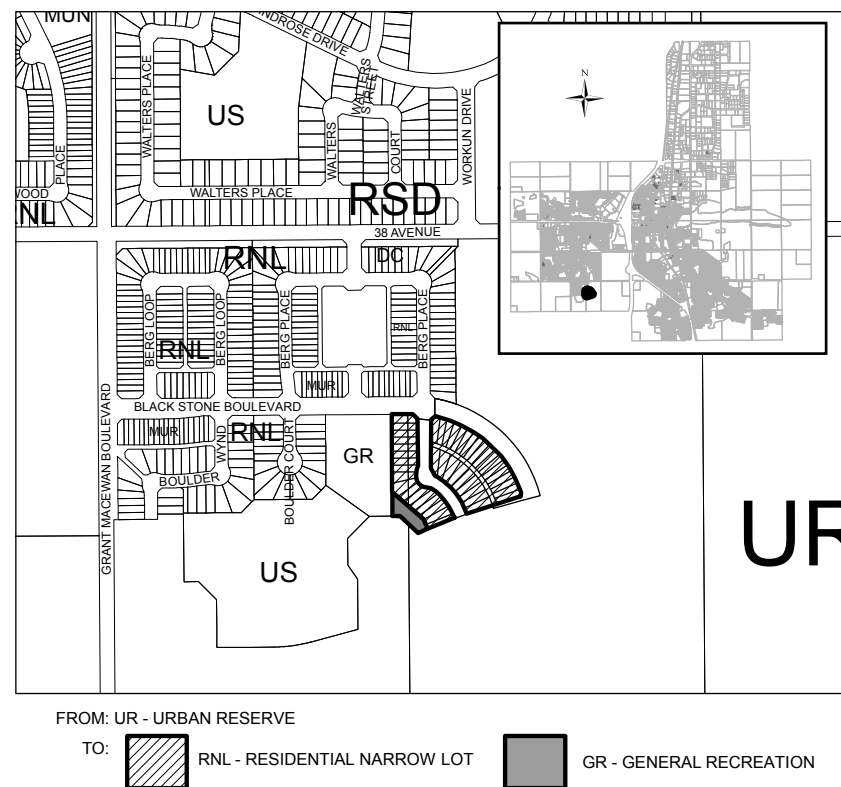
PROPOSED AMENDMENT TO LAND USE BYLAW  
The Following Information is Common to the Bylaws Presented

The City of Leduc is divided into land use districts to manage the location of development and ensure good planning for the municipality. Each district under the Land Use Bylaw has permitted and discretionary uses as well as development regulations for those uses. To change a land use district from what is existing under the Land Use Bylaw, the proposed amendment 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.

## Bylaw No. 1026-2019

The purpose of proposed Bylaw No. 1026-2019 is to amend Bylaw No. 809-2013, the Land Use Bylaw of the City of Leduc, by redistricting part of the E and W ½ of the NW ¼ Section 22-49-25-W4 from UR – Urban Reserve to RNL – Residential Narrow Lot and GR – General Recreation. The redistricting will allow for continued residential development in the Black Stone neighbourhood, with 1 lot for park development and 42 lots for single detached dwellings with a zero-metre side yard.

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.



The City of Leduc Land Use Bylaw 809-2013 regulates and controls the use and development of land and buildings within the City of Leduc. To amend the existing regulations under the Land Use Bylaw, the proposed amendment 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.

## Bylaw No. 1032-2019

Bylaw No. 1032-2019 proposes to amend Land Use Bylaw 809-2013, making changes to regulations for at-grade solar collectors. Proposed regulations allow 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 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 been updated as well.

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 this office or by contacting April Renneberg at the Planning and Development Department at 780-980-8439.

## Public Hearing – September 9, 2019

At its meeting on Monday, September 9, 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, Monday, September 9, 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 also be submitted to the City Clerk's Office, City Hall, before 12:00 noon, Monday, September 9, 2019.

This notice is being advertised in the August 23 and 30, 2019 issues of this newspaper.

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**Bylaw No. 1026-2019**

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

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**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.

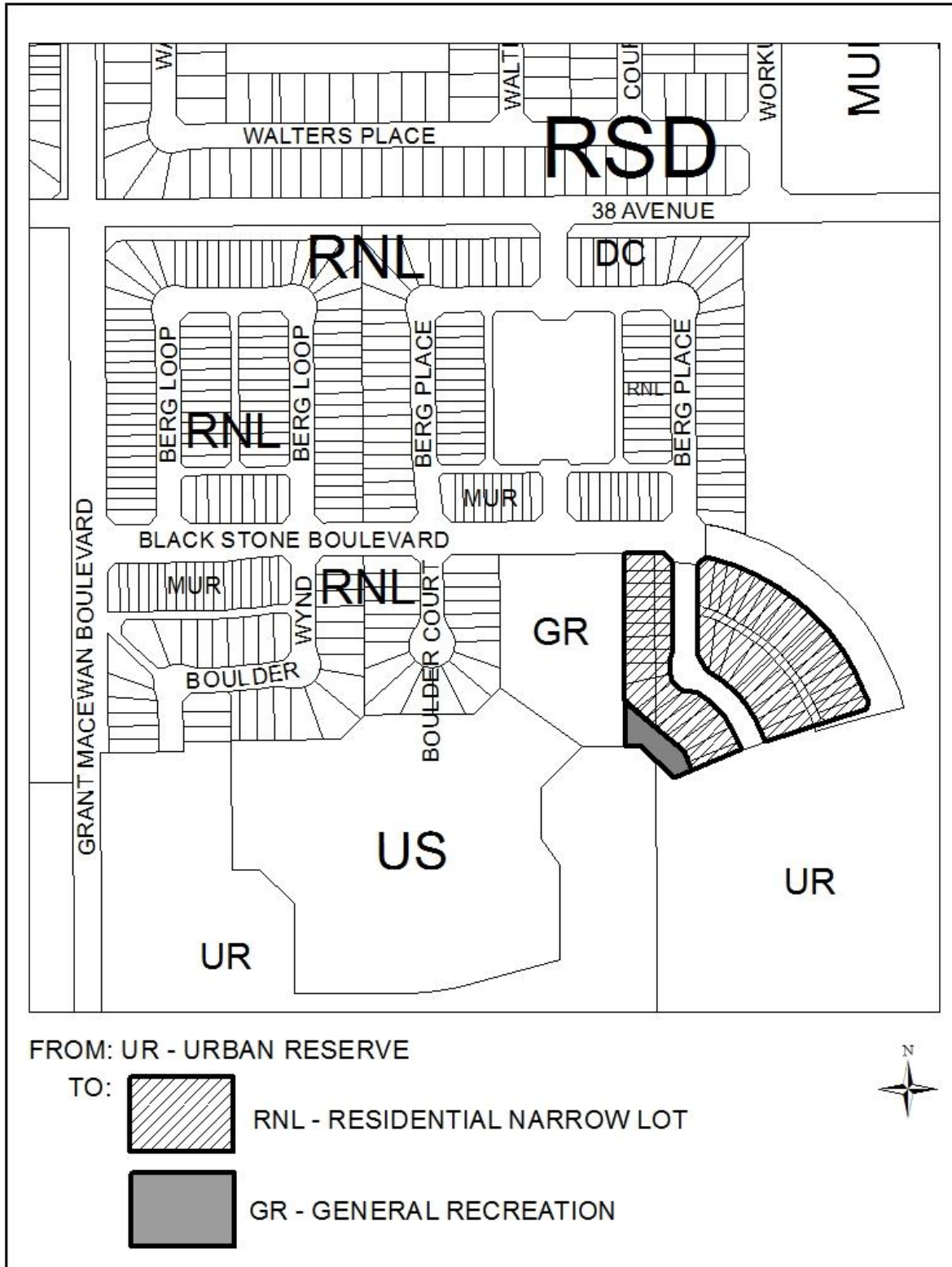
READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, AD 2019.

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

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

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

## SCHEDULE A



# Notice of Hearings

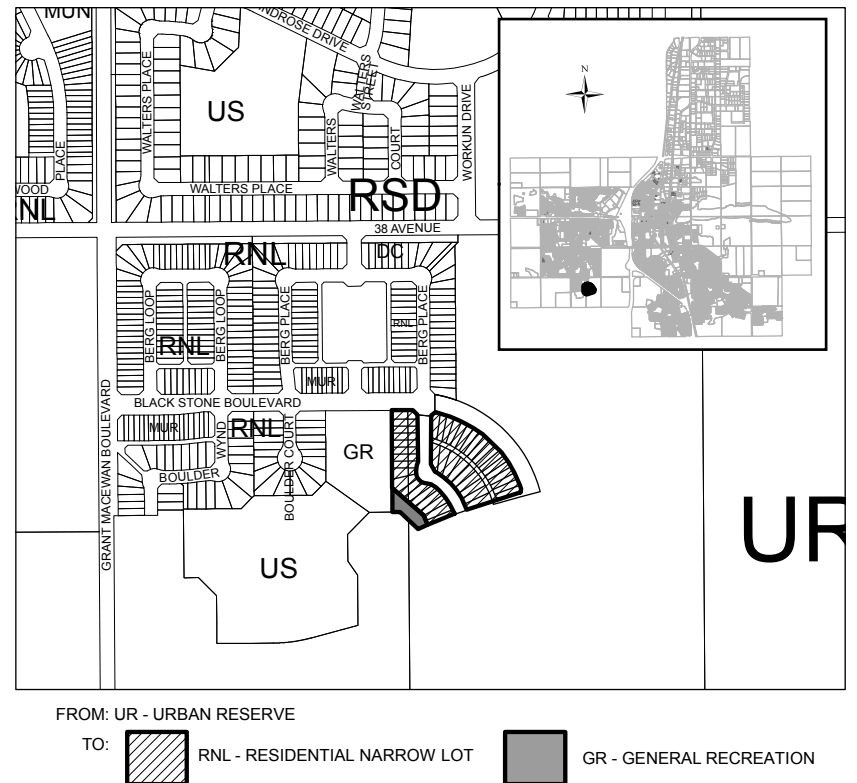
PROPOSED AMENDMENT TO LAND USE BYLAW  
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## Bylaw No. 1026-2019

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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.



The City of Leduc Land Use Bylaw 809-2013 regulates and controls the use and development of land and buildings within the City of Leduc. To amend the existing regulations under the Land Use Bylaw, the proposed amendment 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.

## Bylaw No. 1032-2019

Bylaw No. 1032-2019 proposes to amend Land Use Bylaw 809-2013, making changes to regulations for at-grade solar collectors. Proposed regulations allow 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 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 been updated as well.

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## Public Hearing – September 9, 2019

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**Bylaw No. 1032-2019**

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**AMENDMENT #97 - TO BYLAW NO. 809-2013, THE LAND USE BYLAW**

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**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.

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**Robert Young**  
**MAYOR**

---

**Sandra Davis**

**Bylaw No. 1032-2019**

Date Signed

**CITY CLERK**



## COUNCIL INFORMATION ITEM

**MEETING DATE:** September 9, 2019

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

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

**REPORT TITLE:** 2019-2022 City of Leduc Strategic Plan – Q2 Update

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### EXECUTIVE SUMMARY

This report provides Council with an update on progress against the 2019 – 2022 City of Leduc Strategic Plan for the first six months of 2019. The Q2 update report is based on the strategic actions identified in the 2019-2022 Strategic Action Plan and is reviewed, amended and approved by Council on an annual basis. This report is presented to Council as information.

This attached Q2 progress report is broken-down by strategic plan focus area. Overall, there are 73 strategic actions reported in this update. As of June 30, 78 per cent of strategic actions are on track, 6 per cent are off track, 11 per cent are being monitored and 5 per cent are complete.

### BACKGROUND

The 2019-2022 Strategic Action Plan reflects Administration's plan to achieve the outcomes and strategies set forth by Council in the City of Leduc 2019-2022 Strategic Plan. The strategic plan progress report for quarter two (January – June) provides a summary of progress towards outcomes in the 2019-2022 Strategic Plan. The information in this report is distilled from the progress updates provided by subject matter experts on the strategic actions in CAMMS Strategy, our in-house corporate planning and reporting software.

The graphs in the attached Q2 progress report represent the progress on the outcomes for each focus area of the Strategic Plan that are considered on track (progress met or exceeded June target), off track (progress significantly less than June target) or being monitored (progress near June target) due to possible challenges. Where challenges exist, these may reflect third party issues that are beyond our control. The executive team, along with directors and managers, review the status in CAMMS Strategy monthly and/or quarterly to manage and mitigate project/initiative risks.

It is important to keep in mind that these updates are high level; more detailed information may be available directly from subject matter experts and/or presented through other Committee-of-the-Whole and Council reports. As well, progress on some initiatives can move swiftly throughout summer and fall (i.e. construction projects) rendering some updates in the attached report obsolete, as more recent updates may have been relayed through other reporting mechanisms.

### NEXT STEPS

Council will receive a 2019-2022 Strategic Plan Q3 progress report in early November, followed by the 2019 Annual Report in March 2020.

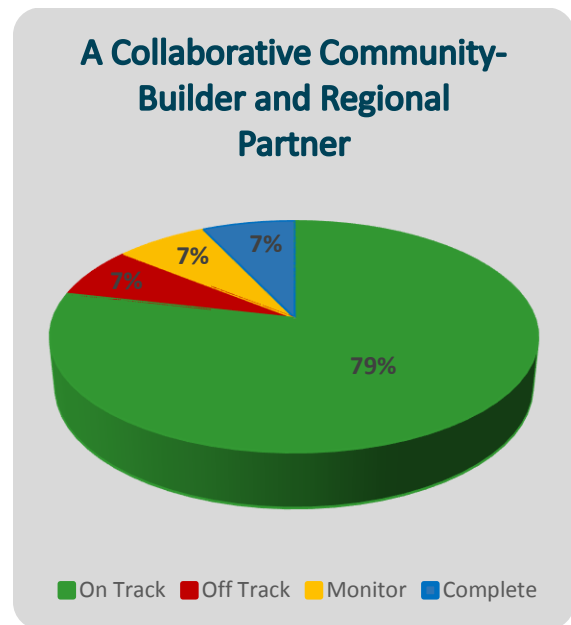
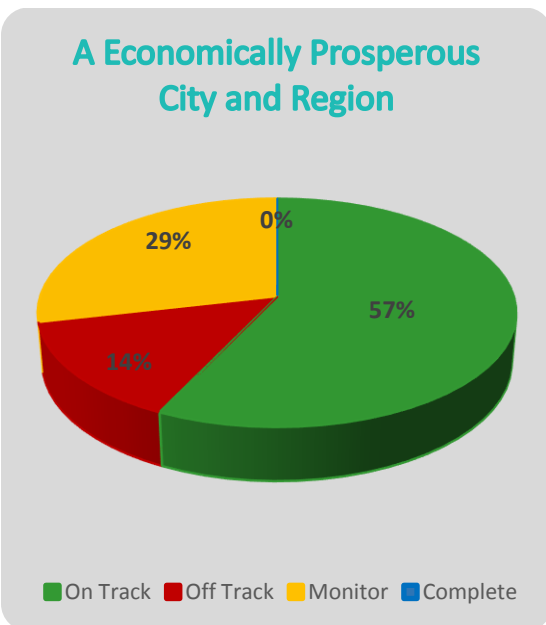
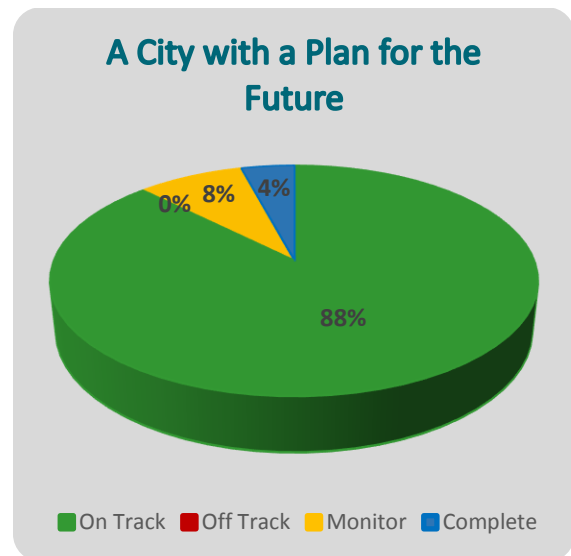
### ATTACHMENTS

1. 2019 Q2 Council Strategic Plan Progress Report

# Q2 Council Strategic Plan Progress Report

January – June 2019

## Strategic Actions Summary




- Met or exceeded June target
- Near June target


- Significantly less than June target
- Completed


## Focus Area 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.


ACTION:	EXPECTED COMPLETION:	STATUS:
Implement enhancements to meeting management	December 31, 2020	
COMMENT:		
The Council meeting minute and report-writing processes are fully automated and implemented using E-Scribe software. Increased support to Council and administration will continue through the remainder of the year.		

ACTION:	EXPECTED COMPLETION:	STATUS:
Enhance mock council initiative for students	December 31, 2019	
COMMENT:		
The mock council initiative was a tremendous success. By June, all grade six classes in Leduc attended this fun, interactive and educational session. An educational video will be released in the fall to enhance programming.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Investigate best practices and new opportunities for youth engagement	December 31, 2020	
COMMENT:		
Youth Council Bylaw No. 1022-2019 passed third reading in April. The bylaw will see the formation of a new youth council of up to 13 youth between the ages of 16 and 22 to serve a one-year term. The city will partner with the high schools in fall 2019 to recruit student council members for the start-up in January 2020. Kicked off the mayor's special youth initiative, #Influencers, to recognize young leaders in the community. The second annual event will take place this fall. A new 'Youth' page was added to the city website to promote upcoming youth-focused events and programs.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Improve utilization of Engage Leduc	December 31, 2020	
COMMENT:		
The 'Engage Leduc' brand was used on the following campaigns: 2020 Budget Planning Survey, MDP Survey, 2019 Citizen Satisfaction Survey, 2019 Census and the Emergency Medical Services		


Accreditation survey. Further review of the Engage Leduc website is required and is dependent upon the development of the engagement framework.


ACTION:	EXPECTED COMPLETION:	STATUS:
Investigate and implement a public engagement framework leveraging the Engage Leduc platform	December 31, 2020	
COMMENT:		
Investigated best practices and strategies used by other municipalities and presented the information to Council in January. Further development of the framework may be deferred due to resourcing challenges. Council will be updated this fall.		


**Strategy 2: Deliver high-quality municipal programs and services that improve quality of life.**


ACTION:	EXPECTED COMPLETION:	STATUS:
Continue implementing crime prevention programming, in partnership with RCMP, with a focus on youth and the property crime unit	December 31, 2022	
COMMENT:		
<p>In partnership with the Leduc RCMP, the following programming took place:</p> <ul style="list-style-type: none"> <li>An online crime mapping tool that provides a 14-day snapshot of the types of crimes which are reported to the Leduc RCMP launched in February.</li> <li>Hot spot checks is a proactive measure put in place by the Leduc Crime Reduction Unit with the local RCMP to have an impact on major property crime in specified areas. The 2018/19 goal is set at 3,500 and as of the end of February 2019, they've reached more than 12,800.</li> </ul>		


ACTION:	EXPECTED COMPLETION:	STATUS:
Review roles and responsibilities with social service agencies to ensure ongoing collaboration	December 31, 2020	
COMMENT:		
A contractor was hired to conduct a social needs assessment for all agencies providing social services in our region with the goal of identifying gaps and opportunities for partnerships.		

ACTION:	EXPECTED COMPLETION:	STATUS:
Implement new Family and Community Support Services (FCSS) communications strategy	December 31, 2019	
COMMENT:		
The creation of a new FCSS promotional brochure is underway using the new logo.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Leverage the false alarm bylaw to reduce the number of false alarms in coordination with the RCMP	December 31, 2019	
COMMENT:		
False Alarm Bylaw 1007-2018 passed third reading in January and was approved. The bylaw, in cooperation with Leduc RCMP, is expected to improve efficiency and effectiveness related to the issues associated with repeat false alarms, in concert with the RCMP's policy change. Bylaw will be in effect on September 1, 2019.		

ACTION:	EXPECTED COMPLETION:	STATUS:
Continue to investigate and implement new technology that supports a safer community	December 31, 2022	
COMMENT:		
Solar-powered pedestrian crossing lights were installed at Alton Drive and Windrose Drive. Solar-powered lights were installed at the entrance to Telford House.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Continue implementation of the Business Concierge Service	December 31, 2020	
COMMENT:		
To improve the availability of permitting and licensing information, and streamlining the associated processes, several changes have been implemented: <ul style="list-style-type: none"> <li>• Cross-training of staff</li> <li>• Software improvements to the city's online permitting tool</li> <li>• Improvements to the business licences and permits pages on the city website</li> <li>• Land-use Bylaw amendments to support the community's needs and reduce confusion</li> </ul>		


ACTION:	EXPECTED COMPLETION:	STATUS:
Investigate and implement enhanced community gardens – west-side community gardens	December 31, 2020	
COMMENT:		
Construction on a new west-side community garden site (north of Deer Valley) will begin in 2020. Once construction is complete, garden plots will be available for rent on an annual basis. Administration held a pop-up information session about the new gardens for residents in May.		


### Strategy 3: Improve accessibility and inclusivity for civic facilities and programs.

ACTION:	EXPECTED COMPLETION:	STATUS:
Implement new youth wellness initiative and access opportunities	December 31, 2020	
COMMENT:		
Extensive planning and promotion of the city's new 'Focus on Youth' program took place. The program runs from July 2 – August 31 and provides children and youth with free or discounted		


memberships to civic facilities including the Leduc Recreation Centre (LRC) and the Alexandra Outdoor Pool.


ACTION:	EXPECTED COMPLETION:	STATUS:
Investigate new senior wellness initiative and access opportunities	December 31, 2019	
COMMENT:		
Approved by Council in November 2018, seniors aged 60 plus have free access to the LRC, Monday to Friday between noon and 4 p.m. As of June 30, seniors have swiped their free pass more than 6200 times.		

ACTION:	EXPECTED COMPLETION:	STATUS:
Implement fees and charges strategy	December 31, 2020	
COMMENT:		
A draft long-term strategy was shared with Council in January and community stakeholders in February. The primary purpose of the strategy is to ensure a practical, transparent, consistent and fair approach to setting fees and charges for recreation facilities, programs and services. Implementation of the strategy will be built into the 2020 budget for review by Council in November.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Implement changes to program space allocation practices and policies	December 31, 2021	
COMMENT:		
Leading practice research, stakeholder engagement (survey and session) and a draft report, with recommendations, should be complete by August.		

#### Strategy 4: Strengthen neighbourhood connections


ACTION:	EXPECTED COMPLETION:	STATUS:
Continue building awareness of the block party program with neighbourhoods	December 31, 2022	
COMMENT:		
Developed a table top display and promoted the block party program at various community events, including the Revival of Neighbourhood Summit held in May.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Continue implementing the Good Neighbours Program	December 31, 2022	
COMMENT:		
Implemented various programs and Good Neighbour initiatives that provide support and increase connections with one another. These include the 'Be an Angel' program, the Neighbour Challenge, Neighbour Connector orientation and program, and the Good Neighbour Day Barbecue. The Good Neighbour program is proudly sponsored by Coldwell Banker Haida Realty.		





ACTION:	EXPECTED COMPLETION:	STATUS:
Investigate programs that support/encourage getting to know your neighbours	December 31, 2019	
COMMENT:		
Participated in several networking and learning opportunities with the Tamarack Community of Practice Neighbourhood Development group. Launched the Neighbour Connector program with 17 community members connecting with up to 20 households and hosting one event per year. First connector event took place on June 29 with 35 people in attendance.		

**Strategy 5: Increase focus on arts and culture within Leduc**


ACTION:	EXPECTED COMPLETION:	STATUS:
Partner with the Arts Foundry to determine options for future space	December 31, 2020	
COMMENT:		
A draft memorandum of understanding (MOU) with the Leduc Arts Foundry was presented to Council in April. The city entered into the MOU with the Leduc Arts Foundry in June to explore the future development of an arts centre for Leduc.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Implement the LRC 10 <sup>th</sup> Anniversary Celebrations	December 31, 2019	
COMMENT:		
Several signature events are planned along with enhancements to existing events that take place at the LRC. Upcoming events include Free Access Day and Community Run on September 29 and more events and specials offered through to the end of the year.		

ACTION:	EXPECTED COMPLETION:	STATUS:
Continue with integration of the Maclab Theatre operations and further enhance marketing/attendance	December 31, 2020	
COMMENT:		
The transition committee finalized changes to the technology and accounting systems for integration with city infrastructure and programs. Planning and implementation of new sponsorship and marketing initiatives were also finalized. Three theatre positions were transitioned to the city as a result of the integration.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Review and enhance processes related to public art program	December 31, 2019	
COMMENT:		
This action has not been started; expected start date was January 2019.		


**Strategy 6: Reduce harms associated with substance abuse.**


ACTION:	EXPECTED COMPLETION:	STATUS:
Implement new opioid and drug prevention programming	December 31, 2019	
COMMENT:		
Various events and education tools that provide opioid awareness were provided throughout the Leduc region targeting youth, first responders, healthcare providers, professionals, community members and people that use substances. An addictions prevention and health promotion tool kit (contains specific resources on cannabis) for schools and youth-focused agencies is in the research stage with expected release in December 2019.		

ACTION:	EXPECTED COMPLETION:	STATUS:
Monitor plans for the implementation of federal legislation for cannabis edibles	December 31, 2019	
COMMENT:		
To date, the federal government has not established a timeline for cannabis edibles legislation. The city will continue to monitor.		

**Strategy 7: Support a vibrant and connected volunteer sector**

ACTION:	EXPECTED COMPLETION:	STATUS:
Continue to celebrate volunteerism in the community	December 31, 2022	
COMMENT:		
The 2018 Citizens of Distinction Awards were handed out at the Volunteer Appreciation Banquet held April 11, 2019. The recipients included Cecile Cormier (Community Spirit Award), Kenneth Coffee (Athletic Achievement Award), Lorna Stephen (Arts, Culture and Heritage Award), Madison Makepeace (Youth Award of Merit), AltaGas Utilities Inc. (Environmental Achievement Award) and the Leduc Art Club (Mayor's Special Award). In addition, one Leduc Achievement Award and 14 'RAVE' (random acts of volunteer excellence) cards were given out as of June 30, 2019.		

ACTION:	EXPECTED COMPLETION:	STATUS:
Continue to offer municipal grant programs to community organizations	December 31, 2022	
COMMENT:		
To date, five municipal hosting grants and two municipal travel grants have been awarded.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Investigate enhancements to the Parks, Recreation and Culture (PRC) Forum	December 31, 2019	
COMMENT:		


Connected with stakeholders to discuss improved ways for connecting community organizations and sharing information. Information from stakeholders will be shared with the PRC Board in the fall.


## Focus Area 2: A City with a Plan for the Future


Outcome 1: 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**


ACTION:	EXPECTED COMPLETION:	STATUS:
Investigate and, if directed, implement golf course options in relation to other plans and fiscal impacts/sustainability	December 31, 2022	
COMMENT:		
In March, Council approved the signing of the memorandum of agreement and statement of intentions with the Leduc Golf Club to continue the working relationship and establish the principles respective to the potential ownership and operations of the golf course lands.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Construct Telford Lake Multiway	December 31, 2019	
COMMENT:		
All land pre-dedication agreements and subdivision applications were submitted. Council endorsed the multiway design and the contract extended to DeFord Contracting Inc. Construction began in May with expected completion in August.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Design and construct Windrose Multiway	December 31, 2020	
COMMENT:		
Final design of the Windrose Multiway Trail is pending a land acquisition agreement between the city and the Leduc Golf Club. Construction is planned for 2020.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Update and implement revised Parks, Open Spaces and Trails Master Plan	December 31, 2020	
COMMENT:		


The IBI Group was selected as the project consultant and has completed internal stakeholder engagement. External stakeholder engagement will be completed by August.


ACTION:	EXPECTED COMPLETION:	STATUS:
Update Multiway Master Plan	October 31, 2019	
COMMENT:		
This project is being completed in conjunction with the Parks, Open Spaces and Trails Master Plan. IBI Group will complete all stakeholder engagement by August.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Ongoing evaluation of multi-year road maintenance funding strategy and monitor the overall resulting pavement quality index impacts	December 31, 2022	
COMMENT:		
The capital costs of ongoing road maintenance were addressed as part of the overall capital program. The 2020 capital budget impacts will be presented to Council in October/November.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Enhance pre-budget and corporate planning processes	December 31, 2020	
COMMENT:		
In April, Council reviewed departmental reports outlining proposed fiscal changes between 2019 and 2020 and provided further direction to administration to inform 2020 budget planning in May/June. Council will review the proposed 2020 operational and capital budgets in October and November, and render their final decision in December.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Develop new fiscal approach to surplus	December 31, 2020	
COMMENT:		
A reserve policy is being developed and will be presented to Council. Changes will also be addressed through the tax and budget process.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Investigate and implement increased accountability and transparency for rate payers through a financial system upgrade and an open data strategy	December 31, 2023	
COMMENT:		
Administration held an internal workshop in March to identify current and possible future states, followed by discussions with other municipalities and their experiences with this type of project. Recommendations coming forward include focussing on a complete assessment and optimization of financial and human resources processes. A report on next steps will be presented to Council in September.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Assess impacts of Municipal Government Act (MGA) amendments on off-site levies and determine future application	December 31, 2022	
COMMENT:		
The impacts of the amendments to the MGA will be addressed through off-site levy policy development.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Explore options to support proposed seniors housing projects	December 31, 2019	
COMMENT:		
Preliminary discussions regarding servicing of the site and costs of the project have taken place. More discussions were planned for August.		

ACTION:	EXPECTED COMPLETION:	STATUS:
Evaluate AVPA impacts and update and implement the revised Inter-municipal Development Plan (IDP)	December 31, 2021	
COMMENT:		
Held a joint Committee-of-the-Whole meeting with Leduc County to discuss the history and to review process for the IDP. The city is working through the 50-year growth study and the impact of the airport vicinity protection area (AVPA) on the IDP.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Evaluate AVPA impacts and update and implement the revised Municipal Development Plan (MDP)	December 31, 2021	
COMMENT:		
The project scope, timelines, terms of reference and communications and engagement plans have been finalized. Council was provided with a project update in April, followed by a Council workshop in June. An online engagement survey was launched in June.		

ACTION:	EXPECTED COMPLETION:	STATUS:
Update and implement the revised Water Master Plan	December 31, 2020	
COMMENT:		
The request for proposal (RFP) was posted and AECOM was awarded the contract to complete the master plan. The start-up meeting was held in June.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Update the Sanitary Master Plan	December 31, 2019	
COMMENT:		
This project began in 2018. Cole Engineering is completing the final report that is expected to be taken to Council in the fall.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Update Long-term Facility Master Plan (LTFMP)	December 31, 2019	
COMMENT:		
The LTFMP was revised and approved by Council in June.		

### Strategy 2: Balance municipal development with the preservation of our natural environment


ACTION:	EXPECTED COMPLETION:	STATUS:
Continue to investigate energy management initiatives including viable renewable energy	December 31, 2022	
COMMENT:		
Working with ENMAX and Fortis to replace older transformers in the LRC. Received a \$600,000 grant from Municipal Climate Change Action Centre (MCCAC) to upgrade lighting in civic facilities to LED technology. Work began in July.		


### Strategy 3: Optimize the use of existing municipal infrastructure

ACTION:	EXPECTED COMPLETION:	STATUS:
Develop long-term leasing and sponsorship strategy	December 31, 2019	
COMMENT:		
A focus has been placed on re-negotiating existing agreements and finding new sponsors prior to agreement expiry dates. The development of a strategy to manage the lease and sponsorship program will be a focus in the fall.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Continue phased implementation of the Asset Management Strategy	December 31, 2022	
COMMENT:		
The 2019 phase of the project looks at continued implementation of work management in Public Services, specifically focused on roads and parks infrastructure. Final configuration of the software is complete including loading the asset data into the system. System testing will happen through the remainder of 2019.		


ACTION:	EXPECTED COMPLETION:	STATUS:
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Evaluate lands adjoining the City of Leduc for future development and potential implementation	December 31, 2022	
COMMENT:		
ISL Engineering and Land Services Ltd. completed their future growth analysis. An in-camera Council report was presented on June 24.		

ACTION:	EXPECTED COMPLETION:	STATUS:
Conduct Smart Traffic Feasibility Study	December 31, 2019	
COMMENT:		
Initial project scoping was completed in the spring. The RFP for the project is under review and was posted in July.		

**Strategy 4: Promote densification as a means of accommodating growth, promoting community vibrancy and reducing municipal cost structures**

ACTION:	EXPECTED COMPLETION:	STATUS:
Lobby EIA and Accord partners regarding AVPA relaxation for school sites at LRC and downtown residential	December 31, 2020	
COMMENT:		
Work continues on this project with our partners. An in-camera Council report was provided in the spring.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Review and evaluate a broader waiver for the AVPA	December 31, 2020	
COMMENT:		
Work continues on this project with our partners. An in-camera Council report was provided in the spring.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Investigate opportunities to support densification including infill – secondary/garden suites	December 31, 2020	
COMMENT:		
The Mature Neighbourhood Infill Study began in 2018 and is nearing completion. The report is 90 per cent complete and includes information about servicing and secondary/garden suites. Still waiting on final information from one partner with expected completion and presentation to Council this fall.		


### Focus Area 3: An Economically Prosperous City and Region

Outcome 1: 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


ACTION:	EXPECTED COMPLETION:	STATUS:
Continue to implement the marketing and communications strategy	December 31, 2022	
COMMENT:		
Launched "This is Our Leduc" campaign in 2019. The second phase of the campaign focuses on economic development and began in May. Installed a Global Weather Station at the civic centre to enhance the region's exposure to Leduc, as this partnership showcases areas of the community which are aired during primetime spots on Global Edmonton.		

ACTION:	EXPECTED COMPLETION:	STATUS:
Design and secure funding for 65 <sup>th</sup> Avenue	December 31, 2022	
COMMENT:		
Design of the interchange is on-track to be completed by December. While the provincial government has approved \$33 million in project funding in principal, federal funding has not been secured. A federal funding proposal was provided to the National Trade Corridors Fund, but was declined citing the requirement for additional economic data and statistics. Despite the lack of federal funding, Council member's travelled to Ottawa to raise awareness of the project and advocate for financial support. The city will re-submit another funding application during the next funding cycle. Land transactions also need to be completed before construction can begin.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Implement Aerotropolis ASPs (West 65 <sup>th</sup> Avenue Area Structure Plan (ASP), East Telford Lake ASP)	December 31, 2019	
COMMENT:		
West 65 <sup>th</sup> Avenue: Met with stakeholders to share the draft land use concept. Feedback from the previous engagement sessions will be used to revise the concept and prepare for the final public open house in the September.		




East Telford Lake: Following first reading of the proposed bylaw, administration was asked to conduct further consultation with land owners and further review of selected details. Additional consultations and reviews took place in spring followed by a review with Council. The bylaw goes back to Council for final consideration this fall.


ACTION:	EXPECTED COMPLETION:	STATUS:
Investigate opportunities for incubators and support for pop-ups	December 31, 2020	
COMMENT:		
This action has not been started; expected start date was January 2019.		

### Strategy 2: Encourage economic growth and diversification in primary clusters

ACTION:	EXPECTED COMPLETION:	STATUS:
Implement an 'open for business' framework to attract and retain business	December 31, 2019	
COMMENT:		
Revised the land-use bylaw to facilitate re-development of select lots and create more flexibility for signage downtown. Worked with the Urban Development Institute (UDI) to address concerns about builders signage. UDI presented to Council in April.		

ACTION:	EXPECTED COMPLETION:	STATUS:
Work with EIA, Edmonton Global and other strategic partners to collectively promote and support transportation, logistics and distribution	December 31, 2022	
COMMENT:		
Continue to participate in the work of Edmonton Global with a current focus on the development of data and statistics and lead-sharing protocols. Also continuing the work with our Inter-jurisdictional Cooperation Accord partners to develop a shared investment for shared benefit model focussed on enhancing the economic prosperity of the region through investments in the airport and surrounding lands.		


### Strategy 3: Review and strengthen Leduc's role, approach and delivery of local and regional economic development


ACTION:	EXPECTED COMPLETION:	STATUS:
Optimize and define the roles of the City of Leduc to align with Edmonton Global and Airport Accord	December 31, 2020	
COMMENT:		
Worked with RARE Analytics to generate Leduc-focused data on industry sectors and labour information. This information is required by site locators and will support local and regional marketing and economic development initiatives. Supported the development of the economic development framework for the Inter-jurisdictional Cooperation Accord. A final report was provided to the Accord Oversight Committee in June. Administration also updated Council on the development of our internal economic development strategy in June.		


## Focus Area 4: A Collaborative Community-Builder and Regional Partner

Outcome 1: 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. 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


ACTION:	EXPECTED COMPLETION:	STATUS:
Advocate the provincial government to maintain infrastructure, services and programs	December 31, 2022	
COMMENT:		
Advocated and conducted outreach to the provincial (pre- and post-election) and federal governments in relation to a number of projects and initiatives including long-term provincial funding for municipalities, changes to the Local Authorities' Election Act, the Resource Communities of Canada Coalition, 65 <sup>th</sup> Avenue Interchange, and potential Bill 7 impacts .		


ACTION:	EXPECTED COMPLETION:	STATUS:
Work with the province to address cost-recovery and equitable delivery of ambulance service	December 31, 2020	
COMMENT:		
Discussed challenges and opportunities related to AHS services and cost-recovery at the Regional Integrated Fire Chiefs meeting. Will continue providing AHS with financial data to support ongoing requests for reimbursement of increasing costs.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Review and implement joint-use agreements (programming) with schools	December 31, 2020	
COMMENT:		


Preliminary planning is underway. More resources will be provided once the fees and charges strategy and recreation cost-share initiatives wrap up.


ACTION:	EXPECTED COMPLETION:	STATUS:
Continue to implement shared services with the RCMP and province	December 31, 2019	
COMMENT:		
Completed the final assessment for all program and space requirements for the new addition to the RCMP and Protective Services Building. Construction began in May and will conclude in early 2021.		

ACTION:	EXPECTED COMPLETION:	STATUS:
Continue to implement integrated crime reduction unit (ICRU) initiatives with the RCMP – Prolific Offenders	December 31, 2022	
COMMENT:		
The ongoing Prolific Offender Management initiative is where officers check on the conditions of those who are determined most likely to commit further crimes. 2018 saw a nearly 25 per cent increase in these checks by Leduc RCMP. Data for 2019 is currently unavailable.		

ACTION:	EXPECTED COMPLETION:	STATUS:
Implement the school site rationalization strategy	December 31, 2019	
COMMENT:		
In partnership with the school boards, extensive analysis of school enrollment projections and site needs/requirements is complete. A draft school reserve agreement is being prepared for review by Council in the fall.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Investigate opportunities for Crystal Creek servicing, developer partnerships and/or sale of land	December 31, 2022	
COMMENT:		
Ongoing negotiations with our partner.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Participate in discussions with the Regional Transit Services Commission	December 31, 2022	
COMMENT:		
Ongoing support provided by city administration to our Council representatives on the commission. Subject matter expertise and information is also provided to our partners, as required. See Edmonton Metropolitan Region Board initiative for more information.		


ACTION:	EXPECTED COMPLETION:	STATUS:
Drive regional benefits through the Inter-jurisdictional Cooperation Accord	December 31, 2022	


COMMENT:
<p>To fulfill the economic development potential of Edmonton International Airport (EIA), and the surrounding lands, four partners (Edmonton, Leduc, Leduc County and EIA) came together in 2017 to form the accord partnership. The accord is lead by an oversight committee headed by representatives from the four partners and comprises several working groups that focus on building frameworks to identify how we will work together to further our economic potential. These frameworks include: shared investment for shared benefit (SISB), economic development, land-use, servicing and transportation (LU&amp;ST) and public transit. To date, the following strides have been made:</p> <ul style="list-style-type: none"> <li>• A consultant facilitated SISB workshops with the partners in July; information from these workshops will inform the framework;</li> <li>• Economic development framework is complete and under review by the oversight committee;</li> <li>• Concepts have been build for the LU&amp;ST framework; the working group is challenged with finding consensus and is working to determine next steps; and</li> <li>• A survey of transit riders using Route 10, Route 747 and the internal shuttle was conducted with a report presented this summer.</li> </ul>


**Strategy 2: Increase efficiency and effectiveness of delivering municipal programs, services and infrastructure by working collaboratively with other municipalities**

ACTION:	EXPECTED COMPLETION:	STATUS:
Continue to support building regional elected official to elected official relationships	December 31, 2022	
COMMENT:		
Two Leduc region leadership forums were held. Mayor's and chief administrative officer's from Beaumont, Calmar, Devon, Leduc County, Thorsby, Warburg and the City of Leduc met to discuss several regional issues and opportunities included policing strategies, transit and tourism.		

ACTION:	EXPECTED COMPLETION:	STATUS:
Work with Leduc County to determine options for shared fire service initiatives	December 31, 2019	
COMMENT:		
Initial discussion was held with Leduc County and Beaumont to determine the merit and political will to move forward with a regional approach to emergency management. Further discussion took place this summer. Partnering with EIA Fire Services to look at collaborating on training opportunities.		

ACTION:	EXPECTED COMPLETION:	STATUS:
Secure an auto-aid agreement for the Leduc Industrial Park	December 31, 2019	
COMMENT:		
Initial discussions have taken place with Leduc County and EIA in relation to improving fire service to the north industrial sector of Leduc. These discussions looked at securing an auto-aid agreement with EIA Fire Services, as well as, a long-term solution for a shared third fire house. More discussions are planned this fall.		

ACTION:	EXPECTED COMPLETION:	STATUS:
Continue to participate in the Edmonton Metropolitan Region Board	December 31, 2022	
<b>COMMENT:</b>		
<p>The City of Leduc is a member of the Edmonton Metropolitan Region Board (EMRB), a provincially mandated growth management board for the 13 municipalities of the Edmonton metropolitan region, who are committed to working together to ensure long-term economic prosperity and quality of life for all citizens in the region. The EMRB utilizes task forces to focus their efforts in areas related to infrastructure, servicing, transportation, agriculture and transit. Member municipalities are given an opportunity to participate on these task forces through official appointments; the City of Leduc is formally represented on the Regional Transit Services Commission Transition Team and the Shared Investment for Shared Benefit Task Force, although the city provides feedback into all EMRB task force initiatives. To date, the following EMRB milestones have been met:</p> <ul style="list-style-type: none"> <li>• Regional Energy Corridors Advocacy Strategy Project Charter is endorsed with a formal advocacy strategy delivered by June 2020;</li> <li>• Alignment of the EMRB budget to their 2018-2023 Strategic Plan;</li> <li>• 2019 EMRB Golf Tournament to be hosted in Leduc in August;</li> <li>• Regional Agriculture Master Plan (RAMP) task force formed to build a meaningful agricultural plan that builds on the Edmonton Metropolitan Region Growth Plan (EMRGP) that was approved in 2017;</li> <li>• EMRB endorsed the direction of the Metropolitan Regional Servicing Plan (MRSP) to focus on four service areas: solid waste, storm water, fire/EMS and emergency management; final submission to the province is expected in October 2019; and</li> <li>• EMRB approved the Integrated Regional Transportation Master Plan (IRTMP) project charter and established a task force to update the existing plan to better align with the EMRGP.</li> </ul>		

ACTION:	EXPECTED COMPLETION:	STATUS:
Continue implementing Leduc County cost sharing agreements	December 31, 2022	
<b>COMMENT:</b>		
<p>Recreation Cost Share Agreement: draft amendments to the agreement have been made between Leduc County and the City of Leduc administrations and went to the respective Council's for review in July and again this September.</p> <p>Boundary Roads Agreement: negotiations are ongoing with county and city administrations which may be impacted by the outcome of other joint projects.</p>		



## COUNCIL REQUEST FOR DECISION

**MEETING DATE:** September 9, 2019

**SUBMITTED BY:** Ken Woitt

**PREPARED BY:** Kari Jones

**REPORT TITLE:** Downtown Storefront Improvement Grant Program - Phase 2 Program Guidelines Amendment

### EXECUTIVE SUMMARY

The Downtown Storefront Improvement Program is a voluntary incentive program, with the City providing individual matching grants, as well as architectural and planning advice for Downtown businesses and property owners to upgrade the exteriors of their storefronts. The program is a Downtown Master Plan implementation project, intended to enhance the overall appearance of downtown and create incentives for improvements to existing downtown storefronts, which would otherwise be unrealized. Based on recent interest and available funds left for the program, administration recommends extending the program area to align with the Land Use Bylaw-Downtown Overlays geographical area.

### RECOMMENDATION

That Council amend the Downtown Storefront Improvement Grant Program- Phase 2 Guidelines to align with the Land Use Bylaw- Downtown Overlays.

### RATIONALE

The initial Downtown Storefront Improvement Program was designed to focus on the Downtown Core area, as per the Downtown Master Plan's guiding principles. Phase 2 of the program expanded the area to include the entirety of Mainstreet, up to the Highway 2 overpass. Recent interest outside of the program area provides rationale to extend the program area once again. Administration recommends expanding the program area to match the Land Use Bylaw-Downtown Overlay area which would add additional properties on 52<sup>nd</sup> ave and 49<sup>th</sup> ave to the program area.

The program has been very successful to date seeing a total of 10 buildings and 23 storefronts improved. Expanding the program area would allow for additional commercial properties showing interest to participate in the program and use remaining grant funds.

Attached to this report is a letter of support and a request to extend the program area to accommodate a major storefront improvement within Downtown Leduc. This building is in an important area of Downtown Leduc and located on a corner lot directly across from the Grain Elevator, which is now the location of the Farmer's Market. As such, the extensive renovations being completed on this building contribute to the collective improvements Downtown.

### STRATEGIC / RELEVANT PLANS ALIGNMENT

The Downtown Storefront Improvement Program is a direct implementation effort of the Downtown Master Plan.

City of Leduc Municipal Development Plan provides support for downtown revitalisation and redevelopment efforts.



## COUNCIL REQUEST FOR DECISION

### ORGANIZATIONAL IMPLICATIONS

#### ADMINISTRATION:

The recommendation does not create any additional pressures on administration as the process is already in place to administer the program.

#### RISK ANALYSIS: FINANCIAL / LEGAL:

No additional budget allocation needed at this time to extend the Program Area, \$34,519.00 remains in the program budget. Council approved the program on January 27<sup>th</sup>, 2014 and the remaining funds have been carried forward since 2014.

#### IMPLEMENTATION / COMMUNICATIONS:

Should Council agree with the recommendation, administration will coordinate with the DBA to inform stakeholders of the expansion of the program area.

#### ALTERNATIVES:

Council could keep the program area as it currently stands. As the interest within the current boundary is declining, this could lead to the program being terminated at the end of the calendar year. The remaining funds could be reallocated as necessary.

### ATTACHMENTS

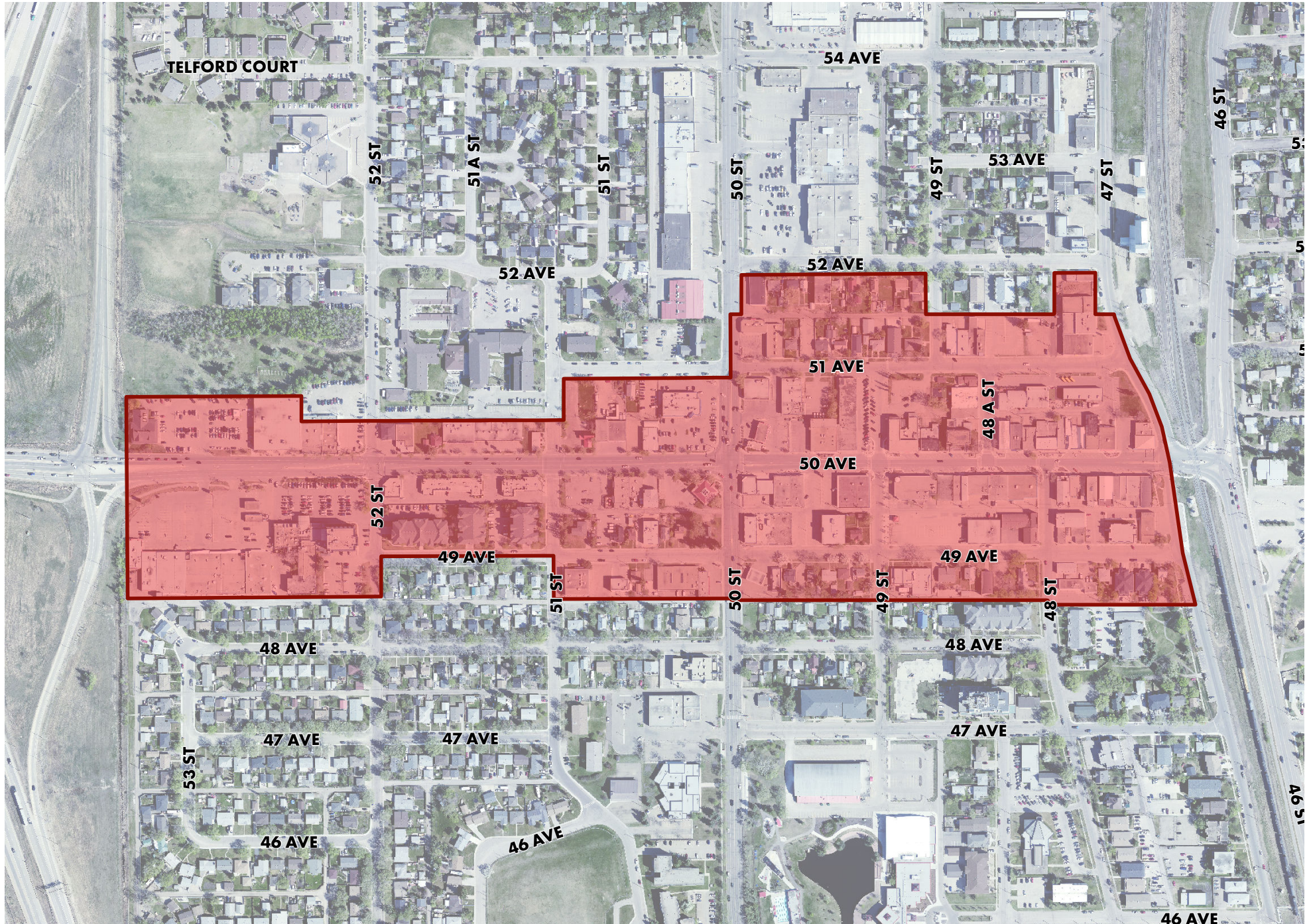
Proposed Program Area Map

Letter to Council- Melissa Lenos

Existing Phase 2 - 2016 Storefront Program Guidelines



# Storefront Improvement Program Area





July 18, 2019

City Council  
Council Chambers, Leduc Civic Centre  
1 Alexandra Park  
Leduc, AB, T9E 4C4

Dear Sirs/Madams,

**RE: Request for Extension of Downtown Storefront Program Area**

I recently bought and renovated the interior of the building located at 5120 – 47 Street, Leduc, to become the new King Business Solutions Centre. I have done extensive interior renovations to make the building suit my business' needs, as well as the needs of other businesses that will be renting space within the Centre.

Now I am looking to update and improve the façade on the outside. Given that the building is on a corner lot, and centrally located, directly across from the Grain Elevators, and now the Farmer's Market, I believe that it is important for the exterior to complement the revitalization of Leduc's downtown.

I believe that the location of the King Business Solutions Centre, within the "Central Business District" neighborhood of Leduc, is part of downtown, and as such, I am a member of the Downtown Business Association. According to the Land Use Bylaw on the City of Leduc's website, my building is located within the "Downtown Mixed-Use Overlay", as well as the "Downtown Parking Overlay", and I am requesting that the Downtown Storefront Program Area be extended to include these overlays, including our address.

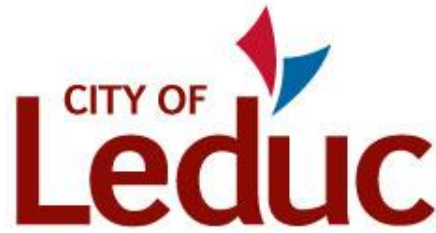
We have completed the application for the Downtown Storefront program, however the area of the program needs to be extended prior to the approval.

If you require any further information, or have any questions, please feel free to contact me directly. Thank you so much for your time and consideration. I look forward to hearing from you.

Best regards,



Melissa Lenos



## **Downtown Storefront Improvement Grant Program**

### **Phase 2 - Program Guidelines**



## City of Leduc Downtown Storefront Improvement Program Guidelines & Requirements

### A. Background

As part of its continued commitment to create a vibrant Downtown through implementing the Downtown Master Plan (DMP), the City of Leduc has developed a Downtown Storefront Improvement Program. This unique incentive program is intended to provide incentive funding in the form of matching grants to Downtown stakeholders, for the purpose of enhancing the appearance of Leduc's Downtown buildings and overall appearance of its streetscape.

**Any potential applicants are strongly encouraged to contact the Downtown Storefront Improvement Program Coordinator, prior to preparing and submitting an application** (see last page of this document for the Program Coordinator's contact details). A pre-applicant consultation will be provided to potential applicants by the City of Leduc for interested Downtown applicants.

The Downtown Master Plan outlines a number of potential implementation projects to revitalize Downtown Leduc. This Storefront Improvement Program aligns with and fulfills a key DMP implementation project called the *"Façade Face-lift Program"* which is described as *"Downtown business façade improvements through a City-coordinated initiative that uses the downtown design guidelines and partners with business owners."* (page 86, DMP)

Phase 1 of this program was successfully launched in 2014 and ran through 2015, and was focussed on storefront improvements in Leduc's Downtown Core Area. Phase 2 of the program continues to offer the program to Downtown Core property owners and businesses, and extends the geographic boundary to include other key areas of Downtown Leduc.

### B. Program Intent:

The Downtown Storefront Improvement Program is a voluntary incentive program, with the City providing individual matching grants and design/planning guidance to Downtown businesses and commercial property owners wishing to upgrade and visually enhance the facades (storefronts) of their existing buildings.

The primary objective of the Downtown Storefront Improvement Program is to increase the visual appeal of the Downtown's streetscape by improving the external appearance of its privately owned buildings. These buildings frame the public street and collectively impact the appearance and attractiveness of Downtown as a whole. The program is intended to achieve high quality architectural and streetscape design in Downtown Leduc, a cornerstone of Leduc's Downtown Master Plan.

The Downtown Storefront Improvement Program's key goals are:

1. To assist Downtown commercial property owners and businesses with improvements to their exterior storefronts to create a more vibrant and attractive Downtown area.
2. To help create an attractive image of the Downtown that reflects Leduc's culture and heritage, and aligns with the policies and intent of the City of Leduc's Downtown Master Plan.
3. To restore and compliment historic features of building storefronts, including properties found in the City of Leduc's 2013 Downtown Commercial Heritage Inventory.



4. To encourage consistency in our Downtown's overall built form, while recognizing the importance of encouraging diversity and individual characteristics of buildings.

### **C. How the Program Works:**

The Downtown Storefront Improvement Program provides grant funding for up to 50% of the eligible works up to a one-time maximum of \$5,000 per commercial unit storefront, \$10,000 for commercial units on corner properties facing two city streets (or city-owned public parking lot and a city street), and up to \$15,000 per commercial building (for example, for those buildings with three or more self-contained commercial storefronts).

The Downtown Storefront Improvement program is made possible through a set level of municipal funding approved by City of Leduc Council. Application submissions will be reviewed and accepted on a first-come, first-serve rolling basis until the program's funding has been exhausted or the program has been discontinued. The program's framework may be reviewed and updated from time to time, at the City's discretion.

Only properties within the Storefront Improvement Program area will be eligible to receive grant funding (see page 5 for Storefront Improvement Program Area map).

Applications must be deemed complete by City of Leduc staff before they are evaluated for grant funding eligibility. This includes any outstanding project-related permits.

### **D. Eligible & Ineligible Projects:**

This program is offered to businesses and commercial property owners located within Leduc's Storefront Improvement Program area, as depicted on the map in Figure 1 (page 5) of these Program Guidelines. Note that new building construction, whereby a new building is to be constructed on a vacant lot and/or an existing building is to be demolished and replaced, is not eligible to receive incentives under this program. In addition, residences in cases where the primary use of the building is a residential/living accommodation, are not eligible to receive funding under this program. However, mixed-use buildings and commercially occupied homes, whereby at least 50% of the building floor space is used for commercial purposes, and the ground-level storefront has a significant retail presence, may be eligible for grant funding under this program at the City's discretion.

Storefront improvements should be comprehensive in nature, and take into consideration all of the major architectural elements of the building's storefront. This program promotes high calibre architectural design and construction and therefore, it is highly recommended that a professional architect or urban designer be consulted by the applicant for the design of any storefront improvements. If the application is approved, up to a maximum of 15% of the applicant's grant can be used toward project-related "soft costs" such as professional architectural and/or design services, construction management and/or related consultant services. Upon grant approval, 100% of the architectural/design services are eligible for reimbursement up to a maximum of 15% of the applicant's total grant. For example, up to \$750 of a \$5,000 grant is eligible toward architectural/design services, pending final grant approval and project execution (i.e. the grant application is approved by the City and constructed completed as agreed).

To be eligible, storefront improvements must be in alignment with the policies, design guidelines, and intent of the 2012 City of Leduc Downtown Master Plan (available online at: [http://www.leduc.ca/City\\_Government/Departments/Planning\\_and\\_Development/Downtown\\_Master\\_Plan\\_.htm](http://www.leduc.ca/City_Government/Departments/Planning_and_Development/Downtown_Master_Plan_.htm))

In addition, the City of Leduc's Downtown Commercial Heritage Inventory also provides a solid basis for understanding key characteristics for those Downtown buildings which have been evaluated on their



historical merit. (available online at:

[http://www.leduc.ca/City\\_Government/Departments/Planning\\_and\\_Development/Downtown\\_Master\\_Plan/Downtown\\_Heritage\\_Inventory.htm](http://www.leduc.ca/City_Government/Departments/Planning_and_Development/Downtown_Master_Plan/Downtown_Heritage_Inventory.htm)) For buildings found in the City of Leduc's Downtown Commercial Heritage Inventory, applications must also reference how improvements will address (i.e. compliment, preserve, and/or restore) architecturally significant and character defining elements of the subject building.

**Potentially eligible building improvements must be applied to the outer front and side-facing façade(s) of the building only, and may include the following improvements:**

- Repainting, cleaning or re-facing of building storefronts
- Repair/restoration of architecturally significant historic storefront features
- Replacement, addition, or repair/restoration of storefront masonry, brickwork, wood, or other appropriate materials that enhance the appearance of the building
- Replacement, addition, or repair/restoration of cornices, eaves, parapets and other exterior architectural features
- Replacement, addition, or repair/restoration of windows and/or doors
- Entranceway modifications that improve the building's appearance and/or increase pedestrian access to the building
- Changes to entrances to create and/or improve barrier-free access for patrons with mobility constraints (e.g. wheelchair access)
- Improvements which add to the appearance and character of buildings through articulation of building facades, including the creation of new commercial storefronts (i.e. separate entranceways) within a larger existing building
- Replacement or installation of appropriate new signage or improvements to existing signage
- Replacement or installation of appropriate canopies or awnings
- Installation of exterior downcast lighting

**The following building improvements are NOT eligible for grant funding:**

- Building alterations which are not in alignment with the policies, guidelines, and intent of the City of Leduc's 2012 Downtown Master Plan
- Alterations which would alter, damage or otherwise obstruct the building's character defining elements, including those features outlined in the 2013 City of Leduc Downtown Commercial Heritage Inventory
- Any improvements that were purchased or completed prior to a Storefront Improvement Program the *Downtown Storefront Improvement Letter of Agreement* being signed by the City of Leduc
- New building construction, whereby a new building is to be constructed on a vacant lot and/or an existing building will be demolished and replaced
- Interior/structural repairs or upgrades
- Residential buildings (however, mixed-use developments and commercially-occupied homes, whereby at least 50% of the building's floor space is used for commercial purposes with significant retail presence at the ground-level may be eligible for grant funding under this program, at the City's discretion)
- Minor tenant improvements not associated with a comprehensive storefront design (i.e. improvement projects that cost less than a total of \$1000).
- Any building modifications which contradict any relevant municipal, provincial or federal regulations, bylaws, or codes
- Roof repairs (excepting those related to the visual enhancement of building's facade, such as the addition or repair/restoration of parapets and cornices)
- Sidewalks, landscaping and/or paving
- Plumbing and/or heating systems
- Security systems and/or security bars





- Electrical upgrades that are not related to exterior lighting or signage
- Non-permanent fixtures, window displays, or interior window coverings
- Personal property or equipment that is not a permanent component of the building
- Materials and/or labour which are provided by the building's property owner or tenants are not eligible for matching funds under this program

Interpretation and application of the above program rules, as well as improvements that are not specifically mentioned in the Potentially Eligible or Non-Eligible lists, is at the sole discretion of the Director of Planning and Development.

### E. Area of Application

The Downtown Storefront Improvement Program is available to commercial property owners and the business owners (i.e. commercial tenants) within Storefront Improvement Program area. These boundaries are defined by the red overlay in Figure 1 below.

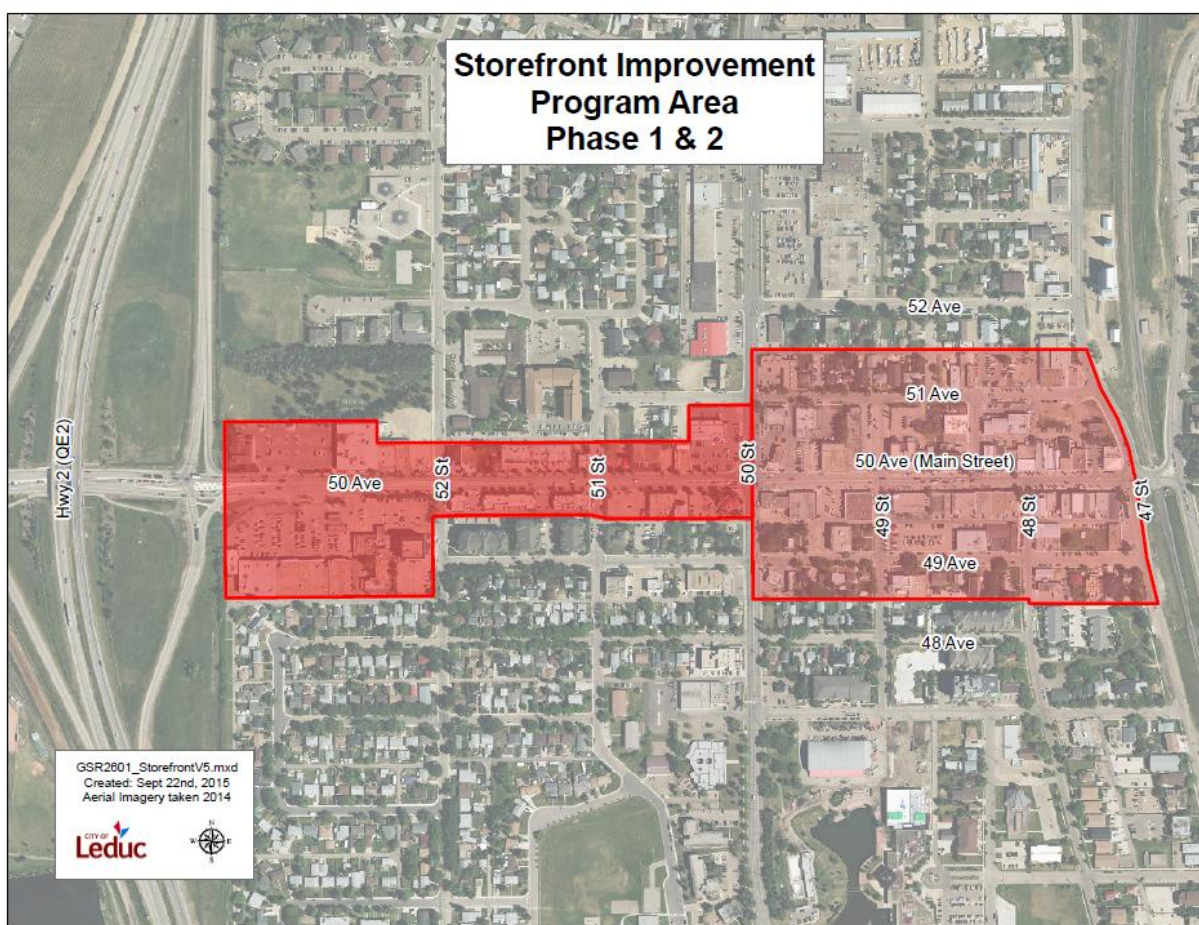


Figure 1 – Downtown Storefront Improvement Program - Area of Application

### F) Eligibility Requirements:

1. All applications for incentives under the Downtown Storefront Improvement Program are subject to the availability program funding. The review of any Storefront Improvement Program application will be



administered on a first-come first-serve basis in accordance with the City's review process, and within the limit of available program funding.

2. Commercial properties will only be considered if the work outlined in the application addresses the objectives of the Downtown Storefront Improvement Program and aligns with the 2012 Downtown Master Plan, as well as other relevant City plans, policies and regulations.

3. Prior to final approval of a grant, the applicant is responsible for obtaining any relevant project-related permits, which will be at the applicant's expense and not eligible for funding incentives under this program. Upon review of an application, the Storefront Improvement Program Coordinator will notify the applicant if such permits are required for their specific project.

4. Commercial tenants must provide written authorization from the registered property owner(s). Additionally, tenants should have a minimum of either two years (2) remaining on a lease from the date of the application, or alternatively, have been a tenant in the subject building for at least two (2) years prior to the date of the application. Under special circumstances, the City may wave the two year tenancy requirement, if it deems that the proposed improvements are comprehensive enough to satisfy the program's principles and intent.

5. Commercial tenants must ensure they have an up-to-date City of Leduc business licence and provide a copy of their licence with their application package, if applicable.

6. Commercial property owner(s) and tenant(s) who have defaulted under any previous City incentive Program may not be eligible for the Downtown Storefront Improvement Program.

7. Storefront Improvement Incentives will not be issued to any eligible applicants who are in arrears of any municipal financial obligations.

8. Designs submitted with grant applications should be comprehensive in nature. Storefront Improvement grants will not be issued solely to correct Building Code, Fire Code or Property Standards, or Land Use Bylaw orders.

9. Storefront Improvement matching grant funds will not be issued to any owners or tenants of buildings which have received an order to comply with a Building Code, Fire Code, Property Standards, Land Use Bylaw, etc. until such time as full compliance has been achieved and the order has been lifted by the City.

### **G) Program Assistance and Requirements**

1. Proposed storefront improvements must adhere to the City's Downtown Master Plan and the plan's Design Policies and Guidelines.

2. All work must comply with municipal, provincial and federal regulations.

3. The one-time maximum (per storefront or building) amount of any grant funding that may be issued under the Storefront Improvement Program shall be:

- up to \$ 5,000 per commercial storefront (a separate commercial unit with its own street-facing public entranceway)
- up to \$10,000 for commercial storefronts on corner lots (including lots adjoining a city-owned public parking lot) where improvements are proposed on both street facing (or parking lot facing) facades
- up to \$15,000 total per commercial building (e.g. a building with three (3) self-contained commercial units may receive up to \$5,000 per commercial storefront; for a building with four (4) self-contained commercial units, a maximum of \$3,750 could be available per storefront; or a



maximum of \$3,000 could be available per individual storefront for a building with five (5) self-contained commercial units, and so on).

- Storefront projects for buildings with two or more commercial units should be comprehensive and include the full breadth of the building's storefront. Therefore, all of the building's stakeholders (tenants/property owners) are strongly encouraged to partner on these types of applications.

3. Storefront Improvement Program grant funding shall not exceed 50% of the costs of the eligible work per storefront or building. Up to 15% of the entire grant allocation may be used for "soft costs" such as project-related professional architectural/design, construction management and/or consultant services.

4. Any proposed storefront improvements, including signage and canopies will meet the requirements of the City of Leduc's Land Use Bylaw and align with the City of Leduc's 2012 Downtown Master Plan.

5. Applicants are responsible for obtaining any relevant building and development permits through the City of Leduc's Planning & Development department and its normal approval processes. Approval of a building and/or development permit does not indicate automatic approval for an applicant to receive funding through the Downtown Storefront Improvement Program.

6. Any proposed modifications to buildings designated under the *Alberta Historical Resources Act* or identified as being of historic interest by the City of Leduc, Province of Alberta or Government of Canada may be subject to additional regulatory approvals.

7. A formal historical designation is not required to be eligible for this program. Any applicant who is interested in pursuing municipal, provincial or federal historical designation, or whose building has been already historically designated, must indicate this on their application form. In these circumstances, the application process will be reviewed and may be modified on a case-by-case basis.

8. Written cheques for incentive funds will only be issued once all of the eligible works are deemed to be complete by the City of Leduc's Planning & Development Department (as per the Letter of Agreement) and applicants have provided copies of detailed receipts for all relevant materials and labour. The applicant can expect one or more on-site inspections by City of Leduc staff members prior to the project being deemed completed. The City also reserves the right to utilize a third party for any relevant inspections.

9. Assistance granted through this program to a particular project is not transferable to another commercial unit or the same building, or to another building and/or property.

10. The City of Leduc reserves the right to have a City staff member or third party review all completed eligible works to ensure the monetary value of work completed coincides with the monetary value of the work proposed as indicated on any approved incentive application. Should the City deem the monetary value of work completed does not coincide with the monetary value of the work proposed, the City of Leduc reserves the right to reduce the amount of the incentive accordingly

11. Where construction or renovations are substantially suspended or discontinued for more than six months, the City reserves the right to review the application and subsequently revoke any approved grant funding.

12. The City of Leduc reserves the right to discontinue this program at any time, for any reason, and without prior notice.

## **H) Procedures and Approvals**





1. Approval of an incentive and its amount is subject to the availability of funding as determined on an annual basis by City Council.
2. Potential applicants are required to submit a completed *Downtown Storefront Improvement Program Application Form* to the Program Coordinator (see last page of this Guidelines document for contact details). The City's application form should be read and completed carefully, and all of its requirements fulfilled. If assistance is required, please contact the Program Coordinator.
3. Completed applications will be evaluated by the City, and only those applications which meet the program's objectives, Leduc's 2012 Downtown Master Plan, 2013 City of Leduc Downtown Commercial Heritage Inventory (if applicable), and are capable of satisfying the City of Leduc's Land Use Bylaw and the Alberta Building Code, will be considered. In addition, the City's Director of Planning & Development has full discretion over the final approval and/or disapproval of any application for Downtown Storefront Improvement Program.
4. The City of Leduc requires a minimum of one written competitive quotation for each portion of work/sub-contractor, and a minimum of two quotations for any portion of work exceeding \$10,000 in value. Also, the City reserves the right to request two competitive quotations for any type of proposed work at any cost. The City will add up the lowest bids and will pay 50% of the total of the approved incentive amount. Note that this does not mean that the applicant has to choose the contractor or supplier who supplied the lowest bid.
5. Eligible costs will be cost of materials, equipment and contracted labor based on the quotation(s). Labor provided by the applicant can be a part of the project however will not be considered eligible expenses. Sales tax (e.g. G.S.T.) is not eligible for grant funding under this incentive program.
6. Applicants will be notified by phone or email once their application has been approved. This will be followed by a Letter of Agreement that will outline additional terms and conditions of the Incentive Program and will serve as a legal commitment of both parties as to the scope and quality of work, and the amount of funds committed.
7. All contractors must be licensed by the Province of Alberta and within the City of Leduc and carry the required insurance. All contracts for the project (materials and labour) are the responsibility of the applicant, and contracts will be solely between the applicant and the contractor.
8. If the project is not completed with one (1) year from the day that the Letter of Agreement is signed, the City reserves the right to review the application and subsequently revoke any approved grant funding.
9. Prior to approving a Storefront Improvement Program grant, City staff or a party contracted by the City, may inspect the building to review the condition of the subject property and the proposed improvements.
10. Successful applicants can be expected to be interviewed and photographed for the purpose of the Storefront Improvement Program's publicity. This may include before and after photos of the building, photos of the business owner(s) and/or tenant(s), as well as relevant stories and interviews about the project to be published in various formats including printed and online media, as well as television and radio formats.

#### **I) Reimbursement of Funds**

1. Upon completion of the eligible works, the applicant must provide the City of Leduc with copies of professional invoices and proof of payment. City Staff will conduct at least one inspection of the completed work, and do what is necessary to verify the accuracy of all invoices and lien waivers, including directly contacting any suppliers and/or contractors.



2. Upon verification that the eligible works are complete, and invoices and proof of payment receipts and/or lien waivers have been verified to be accurate, the incentive funds will be issued within ninety (90) days of receipt in compliance with the Letter of Agreement.

#### **J) Maintenance Requirements**

1. By accepting incentive funds, the applicant commits to properly maintaining all improvements and to keep storefronts, as well as sides and backs of buildings clean, free from graffiti, and in good repair for a minimum of five (5) years. Any damage to the storefront is to be repaired in a timely fashion (within 60 days) by the applicant so that the building or storefront remains in good condition and positively contributes to the business area.

#### **K) Application Submission & Program Inquiries**

**Any potential applicants are strongly encouraged to contact the Program Coordinator directly, prior to preparing and submitting an application.** A complimentary architectural and/or urban planning consultation session may be provided to potential applicants by City of Leduc.

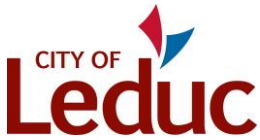
##### **Downtown Storefront Improvement Program**

##### **Long Range Planning Unit**

Phone: 780.980.7177

Email: [info@leduc.ca](mailto:info@leduc.ca)

Mail: Long Range Planning Unit  
City of Leduc  
#1 Alexandra Park  
Leduc, AB T9E 4C4



## COUNCIL REQUEST FOR DECISION

**MEETING DATE:** September 9, 2019

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

**PREPARED BY:** A. Renneberg, Current Planner II

**REPORT TITLE:** Bylaw No. 1008-2018 - East Telford Lake Area Structure Plan (3rd Reading)

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### EXECUTIVE SUMMARY

Administration recommends that Council give third reading to Bylaw 1008-2018, adopting the East Telford Lake Area Structure Plan ("ASP"). The ASP encompasses the lands located at 30-49-24-W4 and the NW, NE and SE ¼ Sections 31-49-24-W4, and proposes business, industrial, and recreational land uses and supporting transportation and servicing infrastructure consistent with City of Leduc Plans.

### RECOMMENDATION

That Council give Bylaw 1008-2018 third reading, as amended.

### RATIONALE

An ASP provides the framework for subsequent subdivision and development of an area of land within a municipality. This planning document describes the sequence of development anticipated for the lands, the land uses proposed for the area, and the general locations of major transportation routes and public utilities. The East Telford Lake ASP will be used as a tool to guide and evaluate future zoning, subdivision and development of the 30-49-24-W4 and the NW, NE, and SE ¼ Sections 31-49-24-W4.

The East Telford Lake ASP lands are bounded by the Harvest Industrial and Lakeside Industrial lands on the northwest, Lede Park and the Lions Campground on the southwest, the future Eaton and Emery neighbourhood to the south, and Leduc County lands to the south, east and north. The ASP has been prepared to maximize development potential while working to achieve local and regional planning objectives by providing land uses that support the objectives of the City of Leduc Municipal Development Plan (MDP), Intermunicipal Development Plan (IDP), as well as the Edmonton Metropolitan Region Growth Plan (EMRGP).

The ASP is comprised primarily of business commercial/industrial land uses in keeping with the vision outlined in the City of Leduc MDP and IDP. Dependent upon the zoning, these areas could include uses such as light industrial, manufacturing, warehousing, office, product testing, storage and distribution. Smaller-scale development is oriented closer to adjacent areas that are frequented by the public, such as Telford Lake, areas of park and multiway, the Lions Campground and nearby residential south of the plan area. Other complementary land uses are also incorporated into the proposed plan.

The City's existing cemetery system is almost at capacity. As a result, a new municipal cemetery is anticipated on the NW ¼ Section 30-49-24-W4. A large area of park and environmental reserve is also proposed at the eastern tip of the lake, becoming a key feature in the plan by both preserving and enhancing the natural features in this area and providing a natural link for wildlife passing between the City of Leduc and Leduc County.

Bylaw 1008-2018 was given first reading by Council on February 11, 2019, and a public hearing was held on February 25, 2019. Following the public hearing, a few changes were made to the ASP which were approved by Council prior to second reading of Bylaw 1008-2018 on June 24, 2019.



## COUNCIL REQUEST FOR DECISION

### STRATEGIC / RELEVANT PLANS ALIGNMENT

Bylaw 1008-2018 is consistent with:

1. City of Leduc Municipal Development Plan, as amended
2. City of Leduc/Leduc County Intermunicipal Development Plan, as amended
  - Saunders/Telford Lake Business Policy Area
  - Southeast Business Industrial Policy Area
3. Municipal Government Act, RSA 2000, Chapter M-26, as amended
  - S. 633 outlines the parameters for adopting Council adopting an area structure plan, as well as the required contents and consistency of such a plan.
4. Regional Evaluation Framework, Edmonton Metropolitan Region Growth Plan
  - S. 4.1 requires that all proposed new area structure plans be sent to the Edmonton Metropolitan Region Board (EMRB) for approval prior to receiving third reading by Council.
  - As per submission requirements, administration referred the East Telford Lake ASP to the EMRB following Bylaw 1008-2018 receiving second reading on June 24, 2019.
  - The East Telford Lake ASP was approved by the EMRB in a decision dated July 22, 2019.

### ORGANIZATIONAL IMPLICATIONS

#### ADMINISTRATION:

There are no administrative implications.

#### RISK ANALYSIS: FINANCIAL / LEGAL:

There are no financial or legal implications.

#### IMPLEMENTATION / COMMUNICATIONS:

A public hearing for Bylaw 1008-2018 was held on February 25, 2019 and was advertised in accordance with the Municipal Government Act.

#### ALTERNATIVES:

1. That Council further amend Bylaw 1008-2018;
2. That Council defeat Bylaw 1008-2018.

### ATTACHMENTS

1. Bylaw 1008-2018, as amended
2. Key Plan
3. Proposed Land Use Concept
4. Intermunicipal Development Plan Policy Areas

**Bylaw No. 1008-2018**

Page 1

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**A BYLAW OF THE CITY OF LEDUC IN THE PROVINCE OF ALBERTA, TO ADOPT THE AREA STRUCTURE PLAN FOR SECTION 30-49-24-W4M AND THE SE, NE AND NW ¼ SECTIONS 31-49-25-W4M**

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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:** Section 30, Township 49, Range 24, West of the 4<sup>th</sup> Meridian and the SE, NE and NW ¼ Sections 31, Township 49, Range 24, West of the 4<sup>th</sup> Meridian Area Structure Plan addresses the requirements of an Area Structure Plan as outlined in the Act;

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

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

**PART I: BYLAW TITLE**

1. **THAT:** this Bylaw is to be cited as the East Telford Lake Area Structure Plan Bylaw.

**PART I: APPLICATION**

2. **THAT:** the East Telford Lake Area Structure Plan, attached hereto as Schedule "A", is hereby adopted.

**PART II: ENACTMENT**

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

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

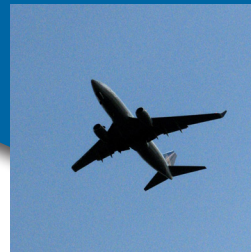
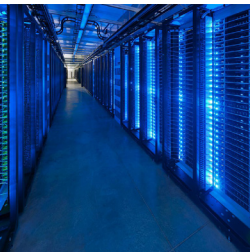
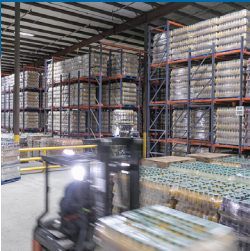
\_\_\_\_\_  
Date Signed





# East Telford Lake Area Structure Plan

May 2019



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## 1.0 INTRODUCTION

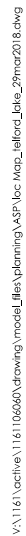
### 1.1 PURPOSE

This Area Structure Plan (ASP) is meant to provide direction for the development of industrial, business, and other employment-generating uses in the area, in a manner that is consistent with the City of Leduc and Leduc County Intermunicipal Development Plan (IDP), the City of Leduc Municipal Development Plan (MDP), and the Edmonton Metropolitan Region Growth Plan (EMRGP). This ASP also builds upon the opportunities and vision set out in the Aerotropolis Viability Study (AVS).

The plan encompasses approximately 430 hectares (ha) (1062 acres) and is located on the east side of the city, north and south of Telford Lake. The plan area is bounded on the north side by Township Road 500 (65 Avenue), on the east side by Range Road 245 (Spine Road), on the south side by Rollyview Road, and on the west side by Lions Park Road (Range Road 250) and, north of Telford Lake, the Lakeside Industrial ASP.

An ASP serves as a means of clarifying, communicating, and protecting the vision of future development for the plan area. The vision for the long-term future development of the lands in the plan area combines light industrial, office, and other business and employment uses, and serves to implement airport-connected development within the plan area. The ASP provides significant areas of public parkland around the lakeshore for recreation and environmental protection. The ASP also provides for the development of a municipal cemetery south of the lake. The following points provide more detail:

- The East Telford Lake ASP acts as an important employment generator and is designed to attract and accommodate the types of industry identified through the Aerotropolis Viability Study.
- Telford Lake is an important feature within the community and the region. The lake and surrounding riparian area are protected from encroachment, provide public access and recreation opportunities, and provide a picturesque location for adjacent development. Careful consideration will be taken when planning near Telford Lake to avoid or minimize negative impacts due to development.
- The Spine Road is envisioned as the major north-south arterial roadway running east of, and parallel to, Highway 2. The Spine Road links major economic centres in the area, such as the Edmonton International Airport, Nisku Industrial Business Park, the City of Edmonton, and the City of Leduc, including East Telford Lake ASP.



## 1.2 STAKEHOLDER & PUBLIC ENGAGEMENT PROCESS

The public and stakeholders, including area landowners, were involved in the preparation and review of the ASP at three main points during the planning process – initiation, plan development, and finalization. Engagement events included:

- Open House #1 (June 2017) – stakeholders and the general public were invited to review and discuss the background materials that were prepared, the connectivity between the plan area, the transportation network, and the EIA, and the opportunities and constraints that resulted.
- Open House #2 (November 2017) – the second open house centred around the presentation of the draft land use concept.
- Open House #3 (October 2018) – the third and final open house presented the preferred land use concept.
- In accordance with the *Municipal Government Act*, a public hearing was held to hear representations made by parties affected by the proposed bylaw.

## 1.3 INTERPRETATION

All map symbols, locations, and boundaries contained within the ASP shall be interpreted as approximate unless otherwise specified within the Plan or coinciding with clearly recognizable physical features or fixed (i.e. legal) boundaries.

Policies are written using “shall,” “will,” “should,” or “may” statements, and can be interpreted as follows:

- A policy statement(s) containing “shall” or “will” denotes mandatory compliance or adherence to direction. Where a policy proves impractical, premature, unnecessary, or impossible, an amendment to the plan may be required.
- A policy statement(s) containing “should” is an advisory statement and indicates the preferred principle, policy, and/or implementation strategy. If the “should” statement is not followed because it is impractical, premature, unnecessary, or impossible, the intent of the policy may be met through other agreed-upon means.
- A policy statement(s) containing “may” denotes discretionary adherence or choice.

## 2.0 PLANNING CONTEXT

### 2.1 MUNICIPAL GOVERNMENT ACT

This ASP has been prepared in accordance with Part 17 of the *Municipal Government Act* (MGA). Per the MGA, an ASP must describe:

- the sequence of development proposed for the area;
- the land uses proposed for the area, either generally or with respect to specific parts of the area;
- the density of population proposed for the area either generally or with respect to specific parts of the area;
- the general location of major transportation routes and public utilities; and,
- may contain any other matters, including matters relating to reserves, as the council considers necessary.

The ASP must be consistent with the IDP in respect of land that is identified in both the ASP and the IDP. The ASP must also be consistent with the MDP.

### 2.2 EDMONTON METROPOLITAN REGION GROWTH PLAN

In October 2017, the Alberta government approved the Edmonton Metropolitan Region Growth Plan (EMRGP). The Growth Plan guides the daily work of the Edmonton Metropolitan Region Board (EMRB), ensuring decisions and programs are integrated to support the long term economic prosperity and quality of life for all citizens of the Edmonton Metropolitan Region.

The Vision and Growth Plan are shaped by seven overarching Guiding Principles:

1. Collaborate and coordinate as a Region to manage growth responsibly.
2. Promote global economic competitiveness and regional prosperity.
3. Achieve compact growth that optimizes infrastructure investment.
4. Ensure effective regional mobility.
5. Recognize and celebrate diversity of communities, and promote an excellent quality of life across the Region.
6. Wisely manage prime agricultural resources.
7. Protect natural heritage systems and environmental assets.

The East Telford Lake ASP supports the EMRGP and facilitates the following objectives:

- 1.1 – Promote global economic competitiveness and diversification of the regional economy.
- 1.2 – Promote job growth and the competitiveness of the Region's employment base.
- 1.3 – Enhance competitiveness through the efficient movement of people, goods and services to, from and within the Region.
- 2.1 – Conserve and restore natural living systems through an ecological network approach.

- 2.2 – Protect regional watershed health, water quality and quantity.
- 2.3 – Plan development to promote clean air, land and water and address climate change impacts.
- 2.4 – Minimize and mitigate the impacts of regional growth on natural living systems.
- 4.1 – Establish a compact and contiguous development pattern to accommodate employment and population growth.
- 4.6 – Prioritize investment and funding of regional infrastructure to support planned growth.
- 5.1 – Develop a regional transportation system to support and enhance growth and regional and global connectivity.
- 5.3 – Coordinate and integrate land use and transportation facilities and services to support the efficient and safe movement of people, goods and services in both urban and rural areas .
- 5.4 – Support the Edmonton International Airport as northern Alberta's primary air gateway to the world.
- 6.2 – Minimize the fragmentation and conversion of prime agricultural lands for non-agricultural uses.
- 6.3 – Promote diversification and value-added agriculture production and plan infrastructure to support the agricultural sector and regional food system.

## **2.3 EDMONTON INTERNATIONAL AIRPORT VICINITY PROTECTION AREA REGULATION**

The Province of Alberta's Edmonton International Airport Vicinity Protection Area Regulation (EIAVPAR; AR 55/2006) identifies a range of limits on development to address the functional requirements and noise impacts of airport operations. Specific to the plan area, the EIAVPAR identifies Noise Exposure Forecast (NEF) contour areas, within which various types of development should be restricted.

The majority of the plan area is affected by the overlay in one of the following contour areas: NEF 25-30, NEF 30-35, and NEF 35-40. These contour areas have increasing restrictions on the types of land uses that are permitted to be located within them. Examples of restricted uses include residences and campgrounds, churches, day cares, schools, and spectator sports facilities.

This ASP recognizes that a restriction on sensitive land uses is required to protect the continued successful operation of the Edmonton International Airport. To conform with the AVPA, this plan carefully considers the NEF contour lines when allocating land uses. As a result, a majority of the plan is designated for industrial type uses, and residential uses are completely omitted.

## **2.4 CITY OF LEDUC/LEDUC COUNTY INTERMUNICIPAL DEVELOPMENT PLAN BYLAW NO. 772-2011, AS AMENDED**

In the Fall of 2007, the Councils of the City of Leduc and Leduc County agreed to the collaborative preparation of the Joint Sustainable Growth Study and an Intermunicipal Development Plan (IDP). The Guiding Principles are regional in scope and are based upon five Sustainability Pillars:

- Smart Growth
- Creating Vibrant Communities
- Environmental Stewardship
- Economic Development
- Responsible Governance

In 2017, the IDP was amended to facilitate the business-based land use policies along the east side of the City and around the County's Saunders Lake. The East Telford Lake ASP is located within policy areas B (Saunders/Telford Lake Business) and G (Southeast Business Industrial).

The general purpose and intent of the Saunders/Telford Lake Business Policy Area B is to provide for high quality business, light industrial, and office development with complimentary commercial uses north of Saunders Lake.

Southeast Business Industrial Policy Area G, located south of Telford Lake, is meant to provide for commercial, office, business, and light industrial development.

## **2.5 MUNICIPAL DEVELOPMENT PLAN, BYLAW 773-2011, AS AMENDED**

In April 2012, the City of Leduc approved the MDP (Bylaw 773-2011). The MDP was subsequently amended in January 2015 (Bylaw 870-2014) and August 2017 (Bylaw 934-2016). The City of Leduc MDP provides a long-term vision and policy direction for growth and development in the city. The MDP determines where growth is most feasible based on such factors as infrastructure, sustainable growth principles, and economic development opportunities. The MDP also addresses the environment; the economy and tourism; social wellness and safety; recreation and culture; governance; and the administration, monitoring, and implementation of the MDP policies.

Several land use policy area designations are identified within the ASP area – Telford Lake Commercial, Office, Light Industrial, and Business Park; Transitional Industrial Use; Open Space and Greenways; and Riparian Areas (see Figure 5: MDP Context).

Telford Lake Commercial, Office, Light Industrial, and Business Park uses are to be developed along the north and south sides of Telford Lake, to ensure the compatibility of development with adjacent parks and natural areas, and to mitigate environmental and visual impacts on Telford Lake and the surrounding riparian areas. The MDP also directs these areas to incorporate low-impact stormwater management practices, and to exceed the architectural, urban design, and landscape architecture

standards typically required for light industrial development. Industrial and business park developments shall be in accordance with the City of Leduc approved statutory plans and the Land Use Bylaw.

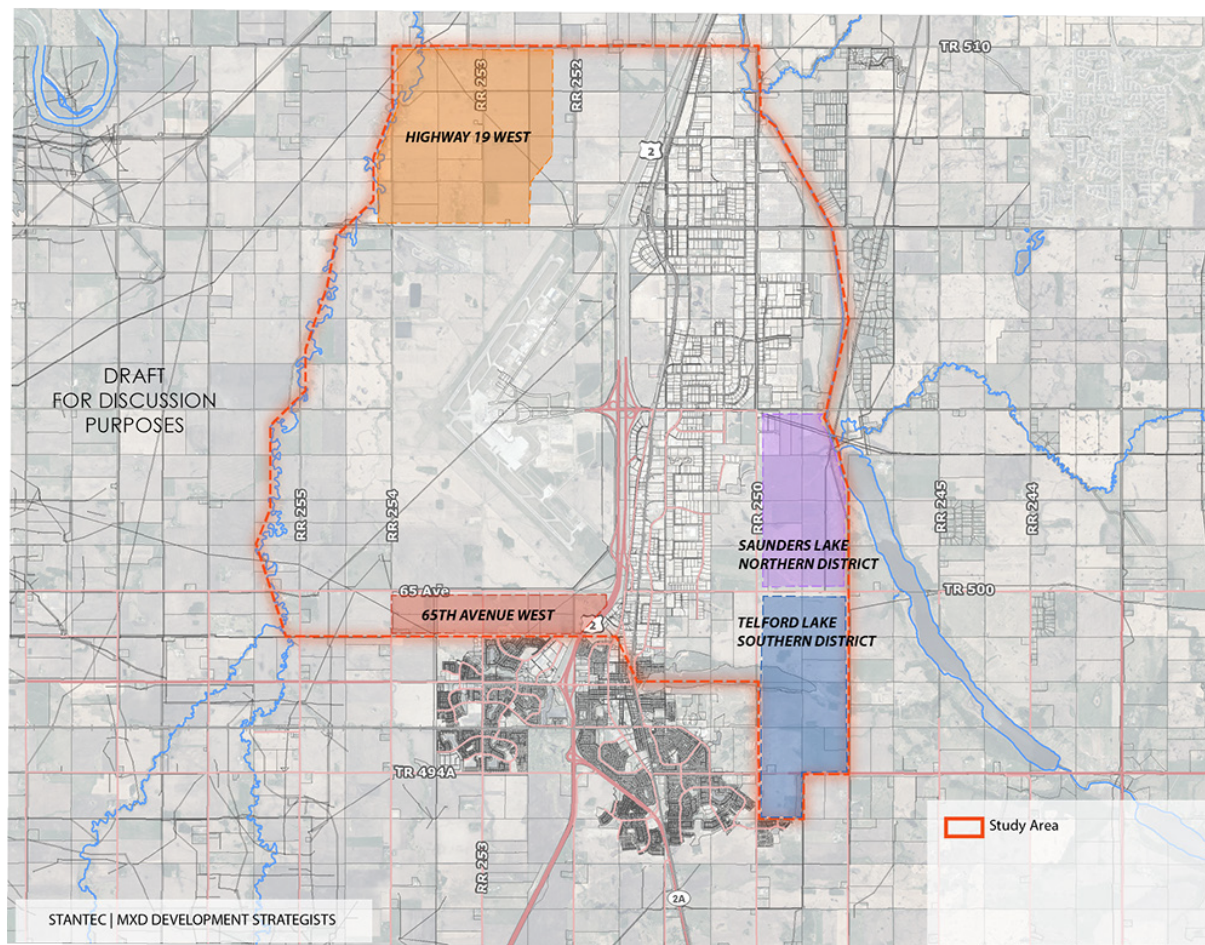
## **2.6 AEROTROPOLIS VIABILITY STUDY**

### **2.6.1 AVS History**

An Aerotropolis Viability Study (AVS) was completed in 2015 that focused on employment growth areas in the City of Leduc and Leduc County, surrounding the Edmonton International Airport (EIA). There were four priority areas targeted for future commercial and industrial growth, totaling 950 ha (2,345 acres) of primarily developable greenfield land (see Figure 2: AVS Priority Areas). They were as follows:

- Highway 19 West
- Saunders Lake Northern District
- Telford Lake Southern District
- 65<sup>th</sup> Avenue West



**Figure 2: AVS Priority Areas**

Source: Aerotropolis Viability Study, 2015



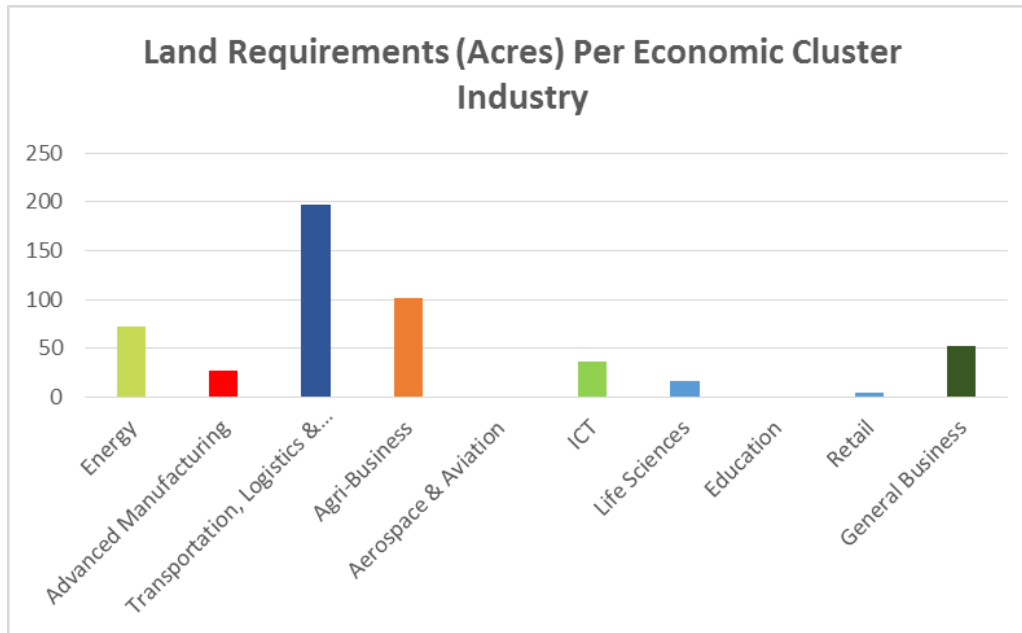
Since the completion of the study, the Telford Lake Southern District priority area was spatially amended. The quarter section south of Rollyview Road was removed from the priority area and is being planned by a third party. This quarter section is not included in the planning process for the East Telford Lake ASP. The Telford Lake Southern District also contains the Lakeside Industrial Area Structure Plan which was approved in 2014. The Lakeside Industrial ASP is located immediately east of the Harvest Industrial Park ASP area and includes 55 ha (136 ac) of land within the Telford Lake Southern District boundaries.

A key focus of the study was to determine and recommend a variety of economic clusters that would have the potential feasibility to grow and be successful within the study area. An economic cluster occurs when companies from the same industry gather in a close spatial setting, which generates a variety of benefits. These benefits include sharing information, generating regional and international competitiveness, and being near a workforce that has a similar skillset. Eight economic clusters were investigated:

- Aerospace & Aviation
- Energy
- Agri-business
- Transportation, Logistics, & Distribution
- Information Communication Technology (ICT)
- Advanced Manufacturing
- Life Sciences
- Education

Each economic cluster was analyzed to determine its potential success for growth in the Leduc area based on how well it was already established, future job growth in the province and Edmonton Metropolitan Region, potential future labour available through the post-secondary education system, provincial and national competition, transportation networks, and the ability to leverage EIA as a key connectivity point. Upon analysis of the economic clusters, they were allocated spatially across the four priority areas. Two economic clusters - transportation & logistics, and agri-business – were viewed as the most viable for the Telford Lake Southern District, to produce long-term employment growth in this specific area of the City of Leduc. The Telford Lake Southern District was described in the study as a “hub for transportation & logistics, and agri-business, along with several other related clusters such as ICT and Life Sciences”.

7,428 direct new jobs were planned over a thirty-year year horizon (2014 to 2044), spread across energy, advanced manufacturing, transportation & logistics, and agri-business, along with a small amount in ICT and life sciences. Jobs were also placed in a cluster identified as “general business”, which could be any jobs indirectly related or non-related to the clusters under study. Development typologies were identified for the specific clusters, and high-level land-use recommendations were made based on the clusters and their associated typologies.

**Figure 3: Telford Lake Southern District Land Requirement Projections (2044)**

Source: Aerotropolis Viability Study, 2015

Three catalytic projects were identified for the Telford Lake Southern District, to enable and induce future development within their respective clusters. They were as follows:

- Cold Chain Logistics Hubs
- Agri Food Processing Complex & Business Park
- Lakefront Corporate Park

Lastly, a general phasing strategy was determined based on collaboration with the Joint Infrastructure Master Plan and Service Evaluation (JIMPSE) team; where a parallel study was being conducted. The phasing strategy utilized expertise in servicing and transportation to understand the most viable way to begin development in the Telford Lake Southern District. It was decided that it would be most optimal to begin development at the intersection of 65th Avenue and Range Road 250. Over time, development would be built in a southerly and southeast fashion. Phase one was noted to focus on energy, transportation & logistics, agri-business, and advanced manufacturing. As the area built-out and established an address, further economic clusters could be enabled such as ICT, life sciences, and general business (focused in a campus office setting). Furthermore, should other servicing alternatives become viable, the phasing of development may have to be reviewed.

### 2.6.2 AVS Review

The 2015 study was reviewed during this ASP process to analyze directions and recommendations that are still applicable, along with those that require updates and further exploration. Throughout the ASP planning process, the foundational planning, economic, and development principles that were

recommended in the AVS were considered, and their current validity confirmed based on the changing economic landscape that has occurred in Leduc and Alberta since 2015.

Based on the research conducted through a Regional Economic Development Analysis, and an Economic Diversification Analysis, several key items were determined:

- A large spike in the office vacancy rate over the past several years in the Edmonton Metropolitan Region may prohibit the construction of a Lakefront Corporate Park. A Lakefront Corporate Park should still be considered over a medium to long term phasing schedule, but possibly at a smaller-scale than previously planned.
- Industrial space has continued to be a strong performer from a leasability standpoint in the Edmonton Metropolitan Region, even through an economic downturn.
- Flex industrial / flex commercial space has become a preferred choice of development for many developers and end-user tenants. There may be a greater opportunity for flex space moving forward. Flex industrial and flex commercial space allows for a multitude of uses and tenants to work in synergy with each other.
- The four core economic clusters identified in the 2015 study for the Telford Lake Southern District are viable and have great potential for the East Telford ASP.
- The ICT cluster has better validity to be included within the primary economic clusters of agri-business, advanced manufacturing, and energy, rather than a standalone cluster.
- The sub-sector of agricultural-biotech within the life sciences cluster has better validity to be included within the agri-business cluster (described as “ag-tech”). Other life science sub-sectors such as medical devices, research and development, and pharmaceuticals, would be more optimally located closer to EIA, at the 65th Avenue West priority area.
- The phasing diagram depicted in the AVS for the East Telford ASP Area may require alteration due to varying availability of utilities, including sanitary servicing. The first phase of development will occur where access to sanitary servicing is provided.

These themes were considered and applied in the planning process for the East Telford ASP.

## 2.7 TELFORD LAKE MASTER PLAN

The Telford Lake Master Plan provides a comprehensive plan and strategy for development and management of Telford Lake and the lands that surround it (ISL Engineering, 2010). The five key objectives of the Telford Lake Master Plan are:

- Environmental Protection – protect water quality, habitat and vegetation for visitors and wildlife.
- Multiway and Trails – provide for the extension of the multiway network around the lake.
- Recreation Open Space and Facilities – define and create a series of recreation facilities around the lake.
- Paddling Venue – provide a plan for the establishment of Telford Lake as a regional paddling centre.
- Land Acquisition – define land acquisition requirements and the mechanisms for these acquisitions.

The Master Plan recognizes that lands required to accommodate park facilities are typically acquired through environmental and municipal reserve dedication. To acquire land for both environmental protection of the shoreline, and to accommodate the multiway corridor, the Plan recommends that the City take a minimum 10 m strip of environmental reserve, plus a 20 m strip of municipal reserve around the lake. Some of the key recommended program features for the ASP include:

- Protecting and maintaining lake fringe vegetation and habitat.
- The provision of a 3 m wide asphalt multi-use trail (multiway) around the lake, including rest nodes and viewpoints.
- Provide access to the north shore and parking.
- Provide opportunities to develop a future trail to link Telford Lake to Saunders Lake.

The Master Plan also provides a series of design guidelines for industrial development adjacent to Telford Lake. These include, but are not limited to, building orientation, on-site stormwater management, landscaping and screening, and site design.

## 2.8 AGRICULTURAL IMPACT ASSESSMENT

An Agricultural Impact Assessment (AIA) was prepared in support of the East Telford Lake ASP and submitted under a separate cover. The AIA estimates the impacts of the proposed ASP on current and future agricultural activities both within the ASP area and within 1 km surrounding it and makes recommendations for the mitigation of these impacts (Stantec, 2018). This assessment builds upon a previously completed Agricultural Baseline Assessment (Stantec, 2017).

Ultimately, the ASP does not provide for the continuation current agricultural uses within its boundaries. There will be a loss of approximately 397 ha (981 acres) of cultivation and 67 ha (166 acres) of pasture as this area is developed for non-agricultural purposes over time. It is expected that agriculture will continue as an interim use as the area develops, and that industrial/commercial value-added agriculture uses are encouraged to develop in the future.

The following recommendations are intended to mitigate the agricultural impacts and minimize potential land use conflicts of the proposed East Telford Lake ASP:

- Agricultural lands and operations that are compatible with surrounding land uses within the proposed ASP should continue until land development is initiated, as designated in the approved East Telford Lake Area Structure plan.
- The City of Leduc and Leduc County continue to support changes in the Saunders Lake area that retain lands east of the lake for long-term agricultural use.
- The City of Leduc and Leduc County support the development of a hub for transportation and agri-business in the East Telford Lake ASP area, as identified in the Aerotropolis Viability Study for the area identified as the Telford Lake Southern District. This would include an Agri-Food Processing Complex and a Cold Chain Logistics hub for warehousing and distribution of perishables.

FIGURE 4.0

## OWNERSHIP MAP

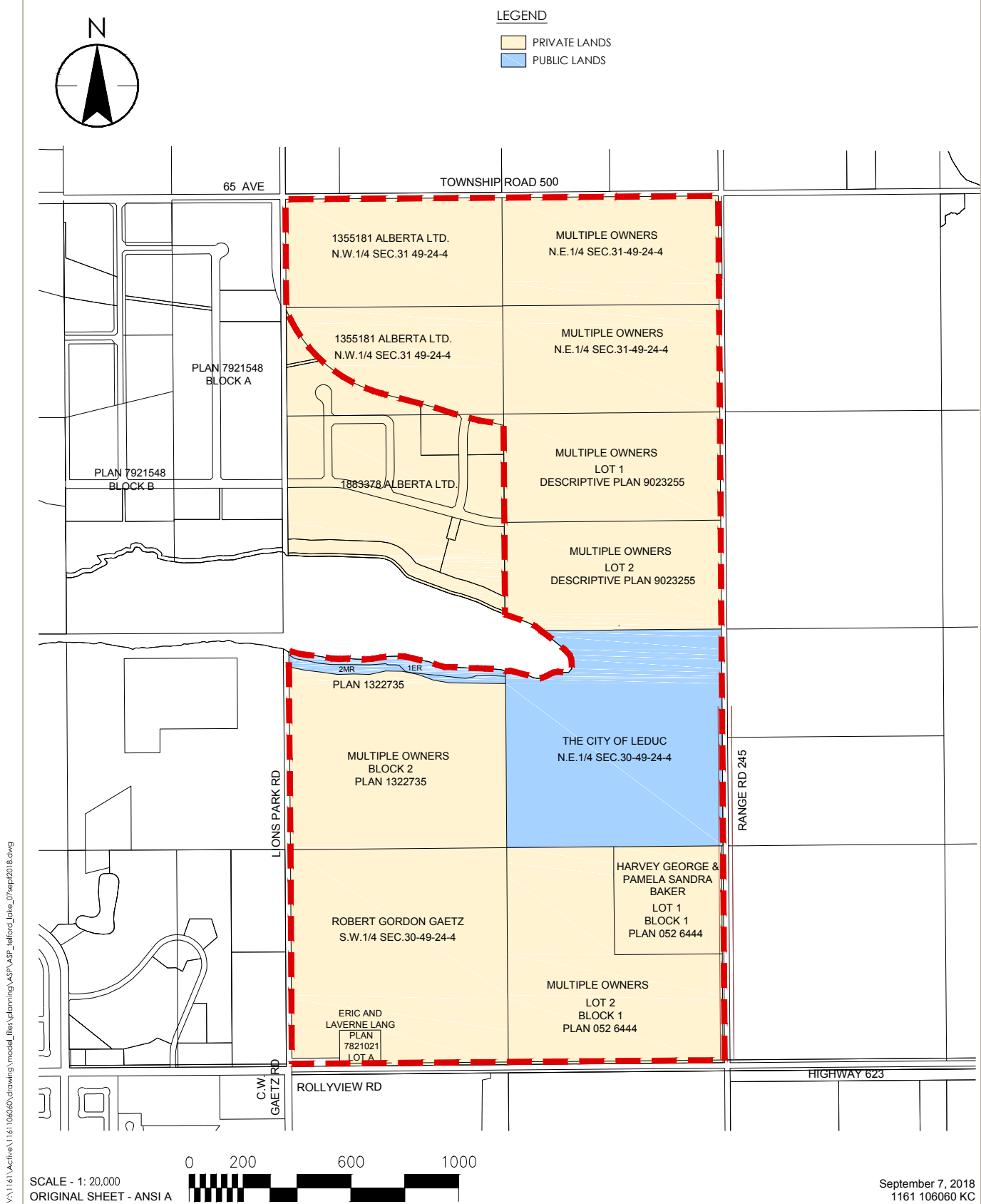




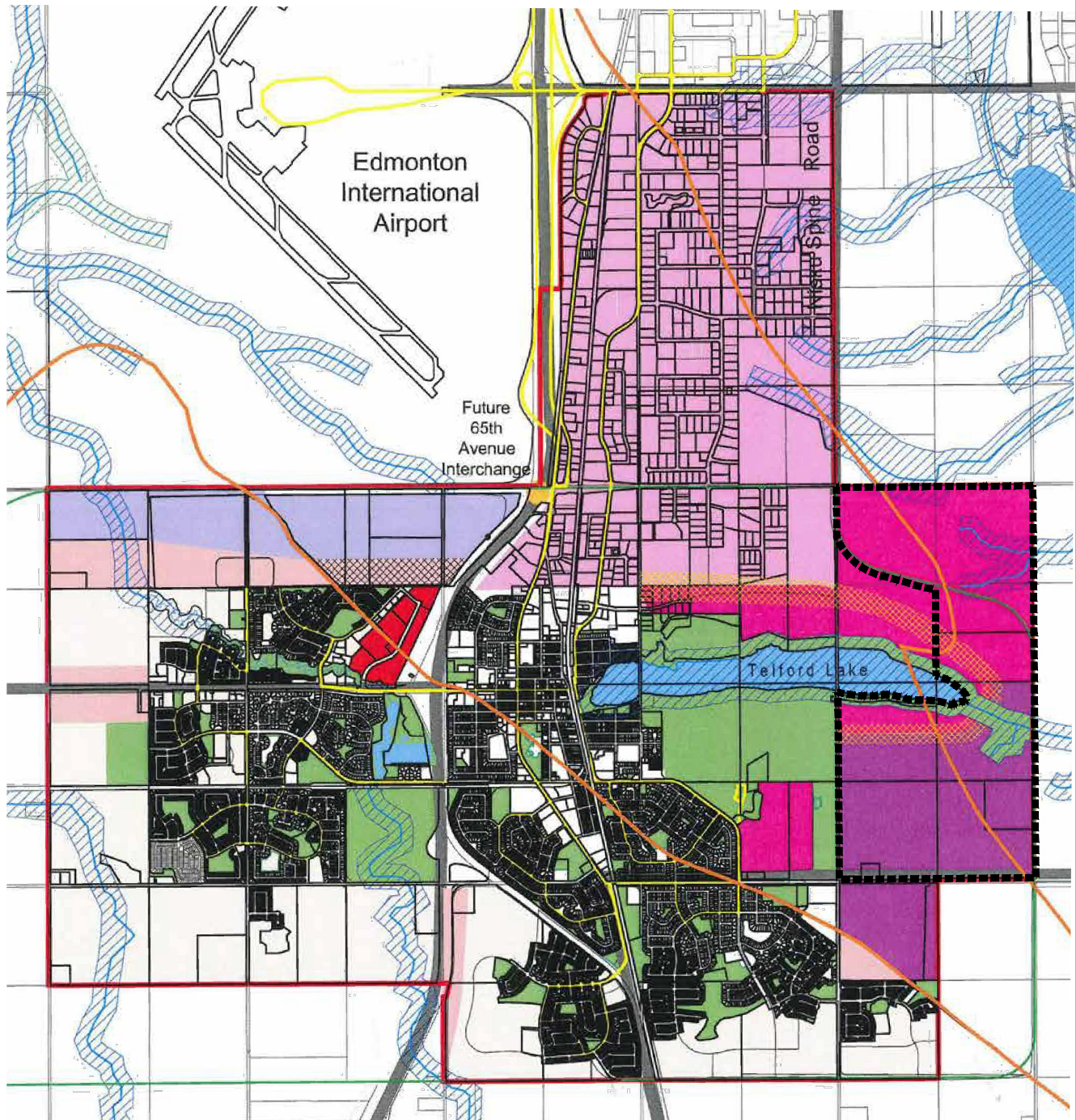
FIGURE 5.0

## MDP CONTEXT MAP



## Legend

- City of Leduc Boundary (Effective Jan 1st, 2014)
- Transitional Residential Mixed Use
- Aerropolis Business Industrial
- Nisku/Leduc Business Industrial
- Southeast Business Industrial
- Telford Lake Commercial, Office, Light Industrial, and Business Park
- Leduc Common
- Open Space and Greenways
- Approved / Future Residential ASPs
- Water Bodies, Creeks and Rivers
- Transitional Business Mixed Use
- Transitional Industrial Use
- Riparian Areas
- Future Major Roadway (conceptual - refer to Figure 7)
- Future Interchanges (conceptual)
- C-Line Transit
- N.E.F. 30 Contour
- East Telford ASP Boundary



SCALE - 1: 50,000  
ORIGINAL SHEET - ANSI A



September 7, 2018  
1161 106060 KC



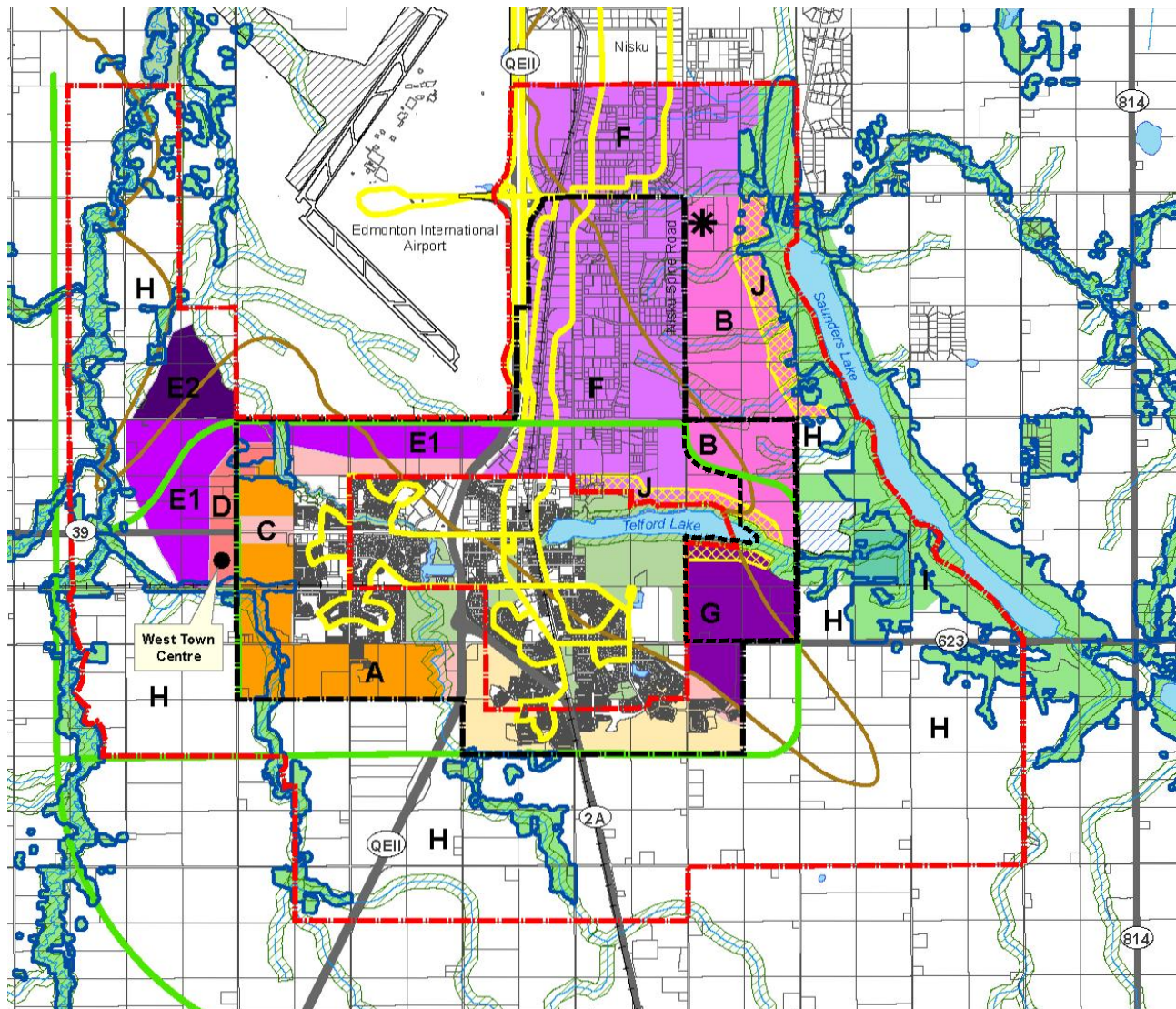
FIGURE 6.0

## IDP CONTEXT MAP



## Legend

	IDP Area Boundary		IDP Reserve and Referral Area		Railway
	City of Leduc Boundary		Open Space and Greenways		Proposed Future Major Roadway
	Primary Urban Residential Growth		Business to Greenways Transition		Runway
	Saunders / Telford Lake Business		Future Runway & Clearance Zone		LeducTransit
	Transitional Residential Mixed Use		Approved Residential ASPs		N.E.F. 30 Contour
	Town Centres		Open Space		Creeks & Rivers
	West Business Industrial		Regional Landfill Site (to be reclaimed as open space in the future)		Temporary Industrial Use
	West Business Industrial Reserve		Regional Landfill Site (West Expansion Area)		East Telford ASP Boundary
	Nisku/Leduc Business Industrial		Riparian Areas		
	Southeast Business Industrial		Leduc County Environmental Study Area Boundary		

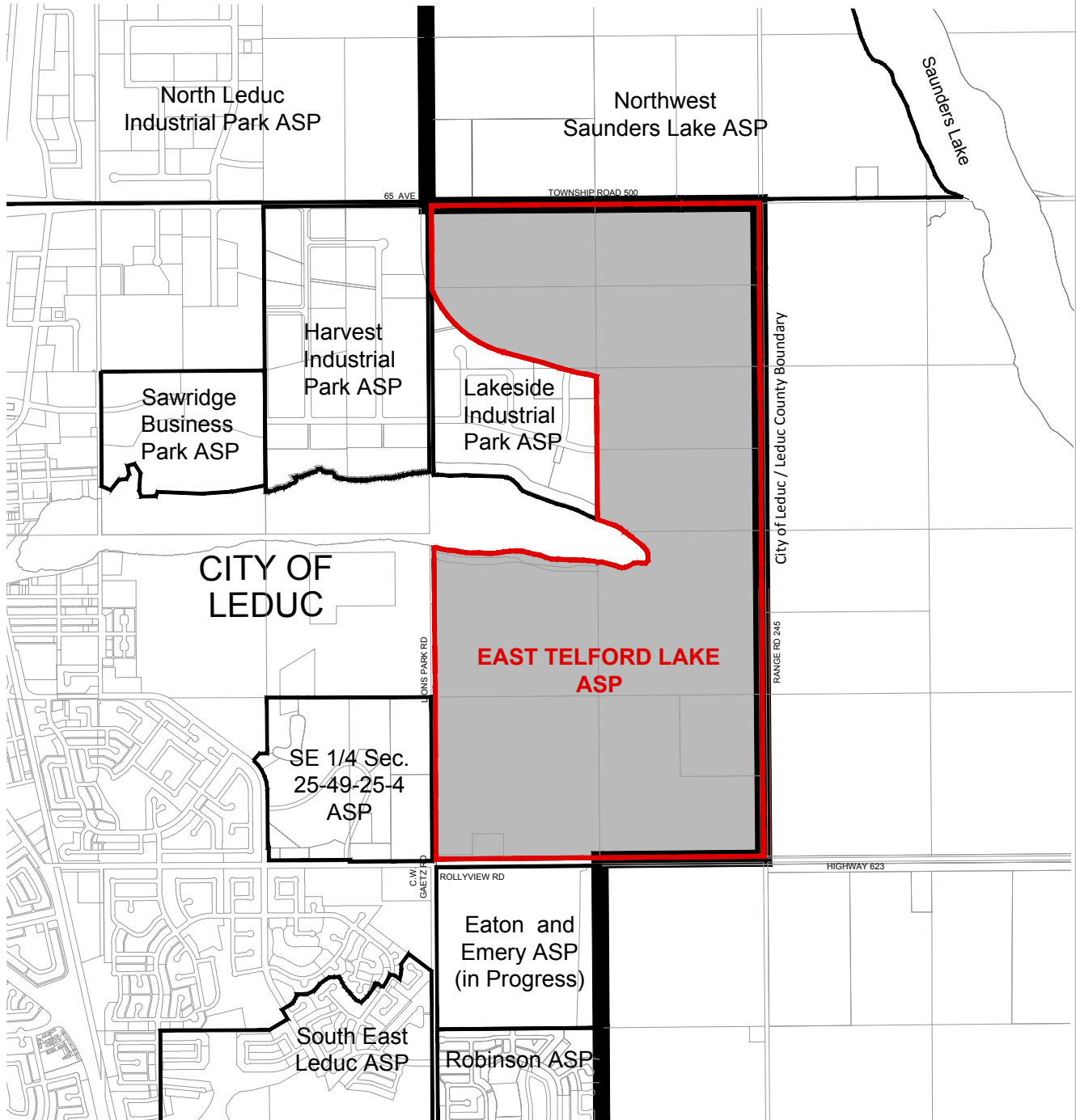
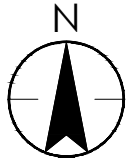


SCALE - 1: 100,000  
ORIGINAL SHEET - ANSI A

January 7, 2019  
1161 106060 KC

FIGURE 7.0

ASP CONTEXT MAP



SCALE - 1: 30,000  
ORIGINAL SHEET - ANSI A

September 7, 2018  
1161 106060 KC



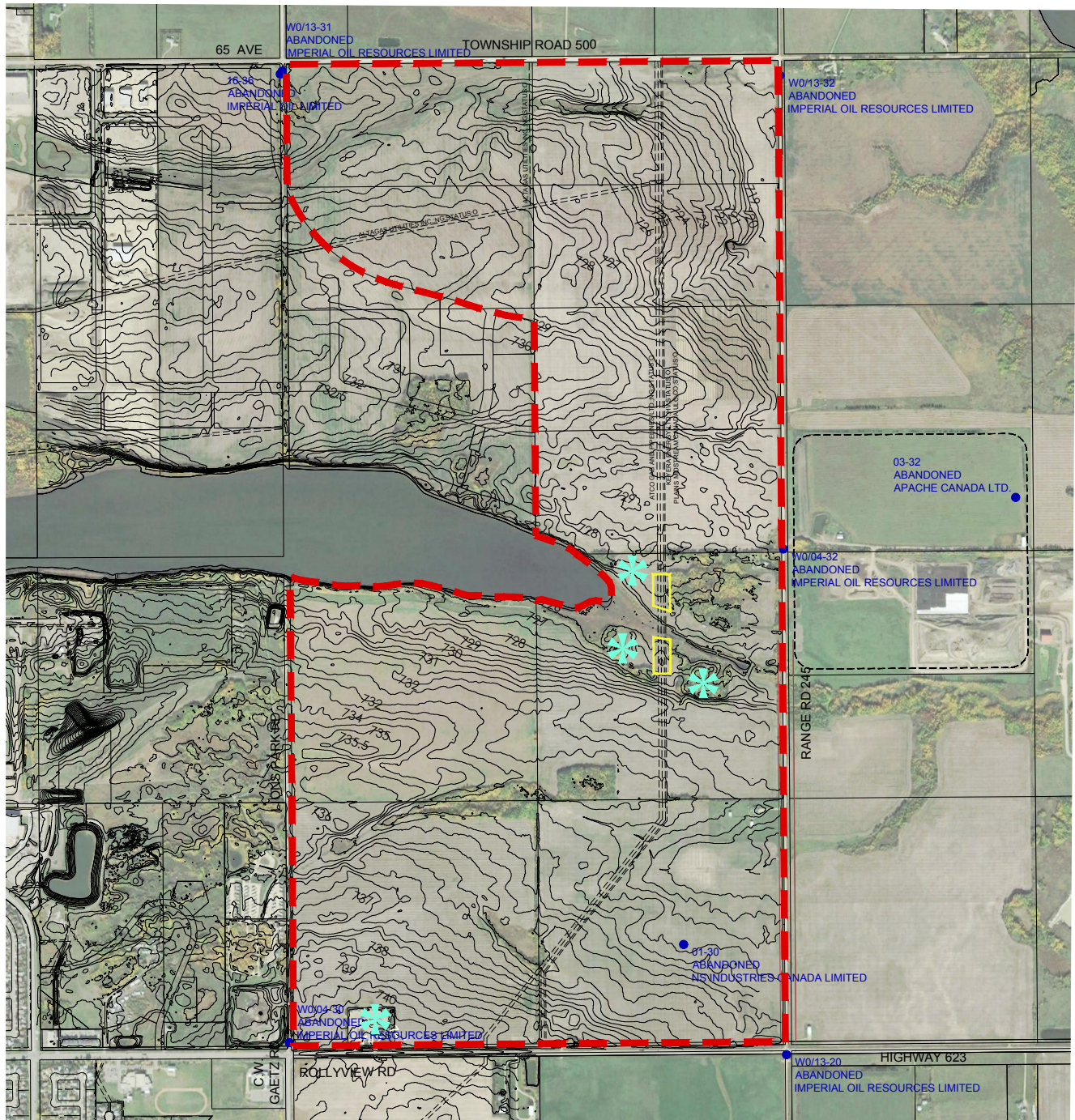
FIGURE 8.0

## EXISTING CONDITIONS



## LEGEND

- CONTOURS
- EXISTING PIPELINES
- EXISTING OIL AND GAS WELLS
- REGIONAL LANDFILL SITE
- APPROX. LOCATION OF HISTORICAL STRUCTURES
- ARCHAEOLOGICAL SITE BOUNDARY



SCALE - 1: 20,000  
ORIGINAL SHEET - ANSI A



December 12, 2018  
1161 106060 KC

CITY OF LEDUC  
EAST TELFORD LAKE  
AREA STRUCTURE PLAN

## 3.0 EXISTING CONDITIONS

### 3.1 EXISTING LAND USES

Most lands within the East Telford ASP are used for agriculture and are actively under cultivation (see Figure 8: Existing Conditions). Two residences are present – one in the southwest, and one in the south quarters of section 30.

As of 2018, the area was designated as UR (Urban Reserve), with the exception of small areas designated as ERD (Environmental Restricted Development), and GR (General Recreation). The Telford Industrial Overlay applies to an area south of Telford Lake.

### 3.2 ADJACENT LAND USES

#### 3.2.1 Current Land Uses

Lands to the northwest are a mix of agricultural and industrial land uses. Lands to the north are in agricultural use. To the east, lands are also predominantly agricultural and include a landfill. Under the Subdivision and Development Regulation, lands adjacent to landfill sites are subject to additional development restrictions. Lands to the south are agricultural. To the southwest, lands are a mix of recreational and agricultural land uses with residential areas beyond. Current land ownership is shown in Figure 4: Land Ownership.

#### 3.2.2 Planned Land Uses

Plans are in place for approximately half of the lands adjoining the plan area. These include Harvest Industrial Park ASP and North Leduc Industrial Park ASP to the northwest, and the Northwest Saunders Lake ASP - focused on industrial development - to the north in Leduc County (see Figure 7: ASP Context).

Lands to the east and southeast do not have ASPs in place, but are identified in the Leduc-Leduc County IDP as (H) IDP Reserve and Referral Area, and (I) Open Space and Greenways.

Lands to the southwest are predominantly developed for recreational and residential land uses, with portions of the adjacent lands being considered for a mixture of commercial and industrial lands uses as part of a proposed plan amendment for the SE ¼ Sec 25-49-25-4 ASP, as well as future employment lands immediately south of Rollyview Road.

### **3.3 NATURAL FEATURES**

#### **3.3.1 Topography and Soils**

The topography of the site is generally described as a mixture of flat, undulating, and depressional. The surficial geology in the area is predominantly described as glacial till deposit overlying bedrock. The glacial till generally contain unsorted clay, silt, pockets of sand and gravel, cobbles and boulders. Locally, it may contain blocks of bedrock, stratified sediments, or lenses of glaciolacustrine and/or glaciofluvial sediments. Throughout much of the study area the till is between 5 to 10 m thick; however, areas of relatively thin till might also occur.

The near-surface bedrock geology is the Horseshoe Canyon Formation of Late Cretaceous age. The Horseshoe Formation consists primarily of fine- to very fine grained, feldspathic sandstone interbedded with siltstone, bentonitic mudstone, carbonaceous mudstone and laterally continuous coal seams. Based on a review of the Alberta Energy Regulator online Coal Mine Map Viewer, no coal mines were identified within the footprint of the site.

Based on a review of previously completed geotechnical studies in the areas, the watertable is within 3 m below ground surface but with groundwater level readings as deep as 5.2 m below ground surface. The watertable elevations were also highly variable but seem to correlate with the lake water level and other major drainage features. However, it should be noted that groundwater levels are expected to fluctuate seasonally and affected by site use, adjacent site use, and during or following significant precipitation events.

A desktop geotechnical report (Stantec, 2017) providing various land use and construction considerations for developments within the East Telford ASP was submitted under a separate cover.

#### **3.3.2 Biophysical Assessment**

A desktop Biophysical Assessment was prepared to support the preparation of the East Telford Lake ASP (Stantec, 2017). The ASP contains various wetlands, ephemeral field drainages, and tree stands. A portion of Telford Lake is located in the central portion of the plan area, and three main drainage channels are present that have been modified by ditching. The Biophysical Assessment identifies natural features and prioritizes the features in the context of the ASP. The report also outlines the further studies that should be conducted.

This desktop study was supplemented by a survey of the bed and shore of Telford Lake. The site walk was completed with an Alberta Land Surveyor (ALS) and a Professional Biologist (P. Biol.), to assist with vegetation identification and defining the location where the influence of water from Telford Lake has caused a distinct change in vegetation community.

The following recommendations regarding retention and general development considerations are provided:



### **3.3.2.1 Telford Lake**

Telford Lake and the adjacent riparian, wetland, and woodland vegetation should be maintained. The temporary/seasonal wooded deciduous swamp east of Telford and adjacent agricultural land should be considered for retention and enhancement.

Based on the desktop review of the Telford Lake Biophysical Assessment (Spencer, 2010), and the bed and shore survey, it is recommended that a 10 m ER buffer be applied to the bed and shore line, or where slopes were greater than 25%. In addition, a 50 m MR buffer was applied to the outside of the 10 m ER are to allow for the construction of a multiway and also provide additional setback between development and Telford Lake to meet the recreational and ecological objectives. This allows for a total ER/MR setback of approximately 60 m around Telford Lake.

### **3.3.2.2 Drainage Channels**

Two existing drainage channels – one in the north, associated with the Harvest Industrial Park, and the other to the south – were reviewed and considered for retention. The Harvest Industrial Park drainage channel is not recommended for long-term retention, as its hydrological function can be incorporated into the East Telford stormwater management system over time. The south channel features an area of wetland and woodland habitat, and is recommended for retention for the purposes of both hydrological function and wildlife habitat/movement.

### **3.3.2.3 South Wetland**

A wetland located in the south portion of the ASP area is considered for retention. This temporary/seasonal wetland is one of the larger wetlands in the ASP area and contains a variety of vegetation types.

## **3.3.3 Environmentally Significant Areas**

An Environmentally Significant Areas Study was prepared for the City of Leduc by Fiera Biological Consulting Ltd. in 2017. The study inventoried and assessed the significance of natural areas in the City, as well as to identify natural areas that qualify as Environmentally Significant Areas (ESAs). Three ESAs were identified within the ASP area:

### **3.3.3.1 ESA #1 – Telford Lake**

ESA #1 includes Telford Lake and the riparian and upland habitats surrounding the lake. This ESA provides important habitat for waterfowl, shorebirds, and aquatic mammals and songbirds. Telford Lake is ecologically and hydrologically connected to Saunders Lake to the east, which has been identified an Environmentally Significant Area by Leduc County (Fiera Biological, 2015). Control of invasive weeds is noted as a key management consideration.

### 3.3.3.2 ESA #5

Located south of Telford Lake within Section 30, this area includes an upland forest patch and two wetland habitats, including a large swamp wetland, which is a unique habitat type in the City.

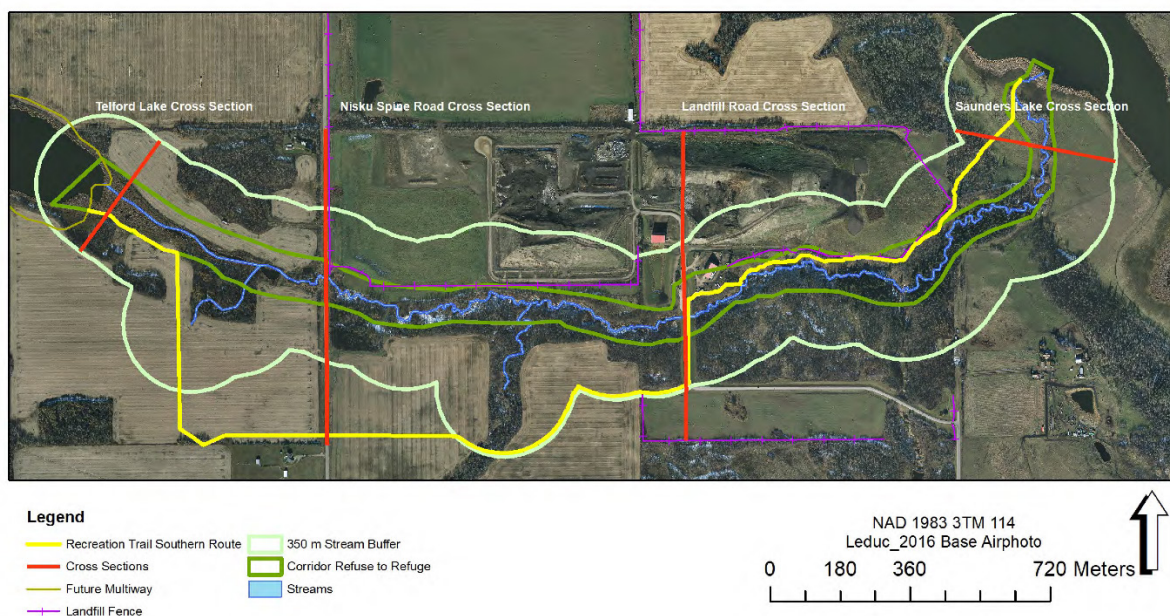
This ESA is important for local connectivity due to its proximity to other ESA habitats, particularly for songbirds, waterfowls and mammals. Activities such as removing ditches that drain the wetland complex, weeding, and establishing development setbacks are recommended.

### 3.3.3.3 ESA #8

ESA #8 consists of a large forest stand and wetland complex is located at the east end of Telford Lake, within 60m of the north shore of the Lake. The Fiera study recommends weeding, and restoration activities such as removal of old buildings and fences, to improve the overall condition of this ESA. In addition, the lands that connect ESA #8 to Telford Lake should be retained as a (restored) natural area or semi-natural Park space, to improve the existing ecological connection.

## 3.4 TELFORD LAKE—SAUNDERS LAKE CORRIDOR

From both an ecological and recreational perspective, the corridor between Telford Lake and Saunders Lake is recognized as an important feature. The City of Leduc and Leduc County engaged students from the University of Alberta Urban and Regional Planning program to evaluate the feasibility of creating a wildlife corridor and trail system between the east shore of Telford Lake and the west shore of Saunders Lake (Dragon et al. 2018). This study will inform future work to select and implement the Telford Lake—Saunders Lake strategy.



Above: Telford Lake—Saunders Lake Wildlife Corridor and Preferred Recreation Trail Option

### 3.5 HISTORIC RESOURCES

A Statement of Justification for *Historic Resources Act* Requirements was submitted to Alberta Culture and Tourism in support of the ASP. As a result, a Historical Resources Impact Assessment for archaeological resources is required prior to the initiation of any land disturbance activities. The assessment is to target undisturbed areas of moderate/high archaeological potential, areas with potential for deeper sedimentation, and areas where historic structures may be present.

### 3.6 ENVIRONMENTAL ASSESSMENT

A desktop Phase I Environmental Site Assessment (ESA) was prepared to identify areas of potential concern within the ASP area that may require further assessment (Stantec, 2017).

The presence of two pipeline corridors impacted planning and design of the ASP. The north-south corridor carrying high vapour pressure products, crude oil and natural gas, while the east-west corridor carries natural gas and will be protected and incorporated into the overall design of the ASP. There may be an opportunity to relocate the natural gas lines within future roadways and further investigation may be warranted.

Well sites, test holes, residential/commercial structures and equipment, and septic fields may pose environmental concern and should be further investigated. Any water wells should be decommissioned according to protocols, and development adjacent to oil wells and pipeline corridors should follow setbacks and development protocols.

#### 3.6.1 Pipelines

Three natural gas pipelines are present in the north portion of the plan area, running east-west. Three other pipelines carrying high vapour pressure products, crude oil and natural gas transect the plan area north-south.

#### 3.6.2 Well Sites

The presence of a historical well located in the southeast portion of the plan area presents a high potential environmental concern. Several historical test holes located in 04-30-049-W4 and 13-31-049-W4 also present a high potential environmental concern. The well and test holes should be assessed for subsurface impacts.

#### 3.6.3 Other

The ESA identified a residential/commercial property with equipment storage located in the southwest corner of the plan area that is of moderate concern, and should be investigated for potential environmental concerns. Septic systems associated with residences should be investigated and confirmed, and ultimately decommissioned according to protocols.

## 4.0 LAND USE CONCEPT

The East Telford Lake ASP area will accommodate the development of primarily industrial and commercial uses, consistent with the EMRGP, IDP, MDP, and the AVS. Figure 9: Land Use Concept shows the conceptual land use allocations, major roadway alignments, and other features such as stormwater management facilities and retained natural areas. The approximate area of each land use is shown in the table below.

**Table 1: Land Use Statistics**

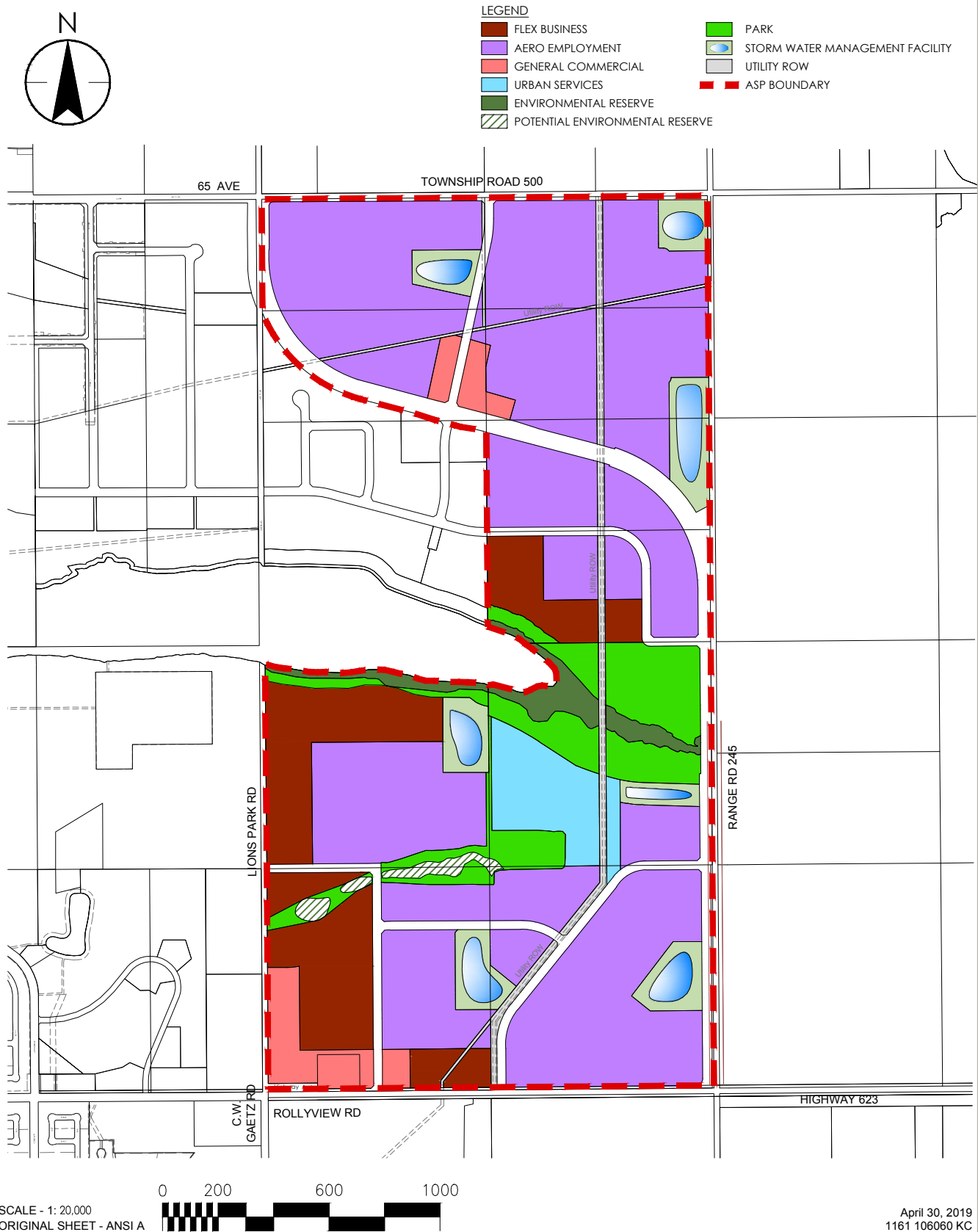
Land Use	Area (ha)	% GA
	<b>Area (ha)</b>	<b>% GA</b>
<b>Gross Area</b>	<b>430.4</b>	<b>100%</b>
Environmental Reserve*	12.4	3%
	<b>Area (ha)</b>	<b>% GDA</b>
<b>Gross Developable Area</b>	<b>418.0</b>	<b>100%</b>
Aero Employment	223.5	53%
Flex Business	52.5	13%
General Commercial	14.4	3%
Urban Services	15.2	4%
Park	32.5	8%
SWMF	28.7	7%
Public Utility	10.0	2%
Arterial Roadway	24.2	6%
Collector Roadway	15.8	4%

*\*Includes areas designated as "Potential Environmental Reserve", which will be further assessed and dedicated at the time of subdivision.*



FIGURE 9.0

## LAND USE CONCEPT



## 4.1 AERO EMPLOYMENT & FLEX BUSINESS POLICY AREAS OVERVIEW

The Aero Employment and Flex Business Land Use Areas in the East Telford Lake ASP have similar goals regarding the promotion of advancing the targeted development and employment. The Aero Employment and Flex Business Land Use Areas differ regarding their built-form. The Aero Employment Area promotes single-use buildings such as light industrial, manufacturing, warehousing, logistics, and other large-scale typologies. The Flex Business Area policies are in place to create a form of development that encourages a wide range of uses that can include but is not limited to office, light assembly and manufacturing, product testing, storage, and distribution. The Flex Business Area will provide the City with a softer form and smaller scale of development in areas that abut uses that are frequented by residents and visitors such as Telford Lake, the future multi-use trail, Leduc Lions Campground, and future residential development to the south of the ASP area.

## 4.2 AERO EMPLOYMENT

A range of light industrial, manufacturing, logistics and warehousing uses can be developed in the Aero Employment area. These uses are less intensive and produce fewer nuisance factors than medium industrial. To accommodate the phasing of development within the Aero Employment area, existing rural land that is designated as Aero Employment can be used for interim agricultural uses. This includes growing agricultural crops for food production and pharmaceutical uses in outdoor or indoor greenhouse settings. Live animal production such as ranching or livestock should not be permitted due to the Aero Employment lands being an urban use. Interim agricultural uses should focus on specialty crops that can be processed in nearby facilities.

Development is encouraged to be at a high standard to create an attractive environment for the end-user tenants of the area. Development that creates an attractive built environment for end-user tenants that correspond with recognized airport connected development and its component sectors such as advanced manufacturing, agri-business, and high-end energy should be encouraged within the Aero Employment area.

These developments can include, but are not limited to, light industrial and manufacturing operations, logistics operators, e-commerce distribution centres, storage warehouses, cold-chain facilities, cargo handling, freight forwarders, shippers, and other transportation infrastructure. Marketing that promotes airport connected development themes should be considered by developers.

An agri-food processing complex or agri-business hub is a viable strategy to implement and develop, and should be encouraged. Developers can work alongside the City to promote the co-location of agri-business companies within the Aero Employment area.

In addition to the manufacturing, refinement, and processing of goods, this area provides for distribution connectivity between the City of Leduc and Edmonton International Airport, enabling the movement of goods between the City of Leduc, the rest of the Edmonton Metropolitan Region, and global markets. Through marketing, developers can promote a logistics hub or an Airport Connected

Logistics District that enables the co-location of a variety of activities centres around the distribution of goods and freight.

Land uses are subject to specific zoning regulations within the City's Land Use Bylaw.

#### **4.2.1 Policy**

- A. Any use that creates a nuisance factor outside an enclosed building shall not be permitted within the Aero Employment area, aside from the movement of goods in and out of enclosed buildings. Any manufacturing, fabrication, assembly, testing of goods, and similar activities is required to be completed in an enclosed building.
- B. All permitted uses shall be housed within an enclosed building, except for parking, loading facilities, and the temporary short-term storage of goods for the manufacturing process.
- C. Long-term outdoor storage shall not be permitted in the Aero Employment area.
- D. Complementary uses that correspond with development typologies outlined in the Aerotropolis Viability Study and those that will support the light industrial and manufacturing sector to flourish in the City of Leduc will be permitted in the Aero Employment area, as permitted under the Land Use Bylaw.
- E. Land uses that allow for agri-food processing and packaging shall be allowed in this area, as permitted under the Land Use Bylaw.
- F. Land uses that facilitate the implementation of an agribusiness hub within the Aero Employment area shall be allowed, as permitted under the Land Use Bylaw.
- G. Interim agricultural uses such as cropping shall be permitted in this area until the land is required for development.
- H. Uses that provide added value to the agricultural crops that are grown locally, regionally, and nationally shall be permitted. Value added agriculture is recognized as enhancing the potential of a raw product through a particular production process.
- I. Land uses that allow for the efficient and reliable movement of goods shall be permitted in this area.
- J. Due to the advancement of added-value in the logistics industry, uses that allow for light manufacturing tasks such as light assembly, customization, testing, inspection, and quality control of goods shall be permitted in this area.
- K. Appropriate landscaping and screening shall be used to enhance important locations such as at roadway entrances to the plan area, and corner lots within the development. Additional landscaping to that normally required in business and industrial areas by the City of Leduc

Land Use Bylaw shall be provided on corner sites, with additional requirements identified in zoning, to be defined at the Outline Plan stage.

- L. Where a proposed industrial or commercial use is located on a site adjacent to a non-industrial or non-commercial use or district, the City of Leduc may require mitigation of potential development impacts on the adjacent lands. This may include, but is not limited to, noise attenuation, landscaping, setbacks and buffers, and site design.

### **4.3 FLEX BUSINESS**

A range of office and flex business park uses can be developed in the Flex Business area of the ASP. Development is becoming more flexible in nature, with end-user tenants requiring a variety of uses for their operations. The Flex Business area allows for developments that do not fit a typical single-use model. Each building can be distinct in design, due to flexibility built into the design to ensure that functions within the building can change over time to meet changing market conditions and the needs of end-user tenants. Buildings may be developed in a way that end user tenants are able to have office operations, light industrial uses, and storage/warehouse space in one seamlessly connected building envelope. Similarly to the Aero Employment area, an agribusiness cluster or hub is a viable use that can be implemented and is encouraged. Higher density employment uses are encouraged in this area. Land uses are subject to specific zoning regulations within the City's Land Use Bylaw.

#### **4.3.1 Policy**

- A. Medium industrial uses are prohibited in the Flex Business area.
- B. Developments are encouraged to be constructed in a fashion that enables the building(s) to be capable of housing a wide range of uses. Single purpose buildings must have the ability to be altered to allow for multiple uses based on the needs of the end user tenant.
- C. Single-use, large-scale warehouses and logistics buildings are not permitted in the Flex Business area.
- D. Developments that include multiple uses within a singular building or multiple connected buildings such as office, laboratories, product testing, light assembly, storage, warehousing, and distribution shall be allowed, as permitted under the Land Use Bylaw.
- E. Office uses shall be located in the front of buildings that face a public roadway, while light assembly, storage and warehousing, and distribution may operate on the side or back of lots.
- F. All permitted uses shall be housed within an enclosed building, except for parking, loading facilities, and the temporary short-term storage of goods for the manufacturing process.
- G. Long-term outdoor storage shall not be permitted in the Flex Business area.

- H. Land uses that facilitate the implementation of an agribusiness hub within the Flex Business area shall be permitted.
- I. Interim agricultural uses such as cropping shall be permitted in this area until the land is required for development.
- J. Uses that provide added value to the agricultural crops that are grown locally, regionally, and nationally shall be permitted. Value added agriculture is recognized as enhancing the potential of a raw product through a particular production process.
- K. Developments that are adjacent to, or located in close proximity to, natural features such as Telford Lake, or any greenways and bike paths, should be designed in an attractive manner.
- L. Setbacks from the lot line to the building along the primary roadway and primary entrance to the building shall be attractively landscaped to create a pleasing visual environment.
- M. Development in the Flex Business area shall be in accordance with the regulation of the Land Use Bylaw, to ensure architecture, urban design, and landscaping of a high standard.
- N. Convenience commercial uses, which are primarily intended to serve employees within the Flex Business area may be considered at the discretion of the City of Leduc.
- O. Appropriate landscaping and screening shall be used to enhance important locations such as at roadway entrances to the plan area, and corner lots within the development. Additional landscaping to that normally required in business and industrial areas by the City of Leduc Land Use Bylaw shall be provided on corner sites, with additional requirements identified in zoning, to be defined at the Outline Plan stage.
- P. Where a proposed industrial or commercial use is located on a site adjacent to a non-industrial or non-commercial use or district, the City of Leduc may require mitigation of potential development impacts on the adjacent lands. This may include, but is not limited to, noise attenuation, landscaping, setbacks and buffers, and site design.

## 4.4 GENERAL COMMERCIAL

The ASP designates two areas – one in the north portion and one in south portion – as General Commercial. These areas are intended to allow for the development of commercial uses that serve the employees in the Aero Employment and Flex Business areas, as well as the travelling public. Appropriate uses will be set out by regulations within the Land Use Bylaw and may include retail stores, eating and drinking establishments, business support services, service stations, personal, professional, financial, and office services.

### 4.4.1 Policy

- A. General commercial uses shall be permitted in general conformance with locations shown with Figure 9: Land Use Concept
- B. Appropriate landscaping and screening shall be used to enhance important locations such as roadway entrances to the plan area, and corner lots within the development. Additional landscaping to that normally required in business and industrial areas by the City of Leduc Land Use Bylaw shall be provided on corner sites, with additional requirements identified in zoning, to be defined at the Outline Plan stage.

## 4.5 URBAN SERVICES

The land use concept designates an area within NE ¼ Sec. 30-49-24-W4, south of Telford Lake, as Urban Services, which is intended to accommodate a municipal cemetery (see Figure 9: Land Use Concept). The City of Leduc's cemetery system is running out of capacity. A new cemetery needs to be constructed and be operational within the next two to three years in order to continue serving Leduc and Leduc-area families for the next 25 years and beyond. The cemetery concept master plan and detailed designs for the first phase of cemetery development were underway at the time this ASP was being written.

The vision for the proposed cemetery is a memorial parkland landscape. The design uses bold landscape features including sculptural landform and woodland buffer planting to create sacred burial areas that are innovative and unique, to meet the standard of place-making expected by the City of Leduc. The new cemetery lands will function as a parkland for the living and will form a new part of the overall green infrastructure and amenity assets of the City.

### 4.5.1 Policy

- A. The development of a cemetery, and related uses, shall be permitted under the Urban Service designation.
- B. An appropriate buffer shall be provided between the cemetery uses and any industrial or commercial land uses. The buffer should consist of a landscaped separation space, with such



features such as trees, shrubs or other vegetation, berms, hedges, or decorative walls or fencing.

- C. Pedestrian and other active modes of travel through the Urban Services area should be considered.

## 4.6 ENVIRONMENTAL RESERVE

Environmental Reserve (ER) will be dedicated to protect the area around Telford Lake, and other natural features designated for retention. An approximately 10 m wide ER buffer will be established around Telford Lake, based on a legal survey conducted by an Alberta Land Surveyor (ALS), with the assistance of a qualified environmental scientist.

The City of Leduc is actively engaging landowners to dedicate ER prior to subdivision of the parent parcel due to development, to expedite environmental protection of Telford Lake and facilitate the expansion of the recreational multiway project. Should this early dedication be unsuccessful, the City of Leduc will take ER at the first subdivision and any parcel.

Other candidates for ER dedication, as identified in the Biophysical Assessment, will be further assessed and dedicated at the time of subdivision. The natural area located in the south portion of the plan area, is one area that is expected to be partially dedicated as ER.

### 4.6.1 Policy

- A. Delineation and dedication of an approximately 10 m wide ER setback from the surveyed bed and shore of Telford Lake will occur at the time of subdivision, or prior, subject to separate agreements between the City of Leduc and landowners.
- B. Delineation and dedication of other ER features identified in Figure 9: Land Use Concept will occur at the time of subdivision.
- C. Wherever possible, development impacts to wetland features not taken as ER should be minimized. Where impacts cannot be avoided, compensation will be provided for damage or loss pursuant to the provisions of the Alberta *Water Act* and Wetland Policy.
- D. The provision of recreation facilities within environmental reserve should be avoided where adjacent municipal reserve is available.
- E. A wildlife corridor study shall be completed prior to the approval of any outline plan for NE ¼ Sec. 30-49-24-W4 and Lot 2, Plan 9023255, or prior any further design work for the Spine Road, or at the discretion of the City of Leduc. The corridor study will be developed in partnership with the Leduc County.

## 4.7 PARK

Park space, dedicated as Municipal Reserve (MR), in the East Telford Lake ASP is allocated to accommodate several purposes: protecting Telford Lake and its eastern drainage course, including a weir and associated riparian area; preserving and protecting the tree stand and wetland in the south of the plan area; providing recreation and education opportunities; and providing habitat and space to move for wildlife.

A strip of land of approximately 50 m wide will be provided adjacent to the Environmental Reserve dedication surrounding Telford Lake and its easterly drainage channel. This area will be used to extend the ecological buffer surrounding the lake, and to allow for the development of limited public recreation infrastructure. Where possible, this area will remain in its natural state, and be remediated where required.

A key feature of this portion of Telford Lake is the extension of the Telford Lake Trail (Telford Lake Master Plan [TLMP], 2010). This 3.0 m asphalt trail (or multiway) would connect to the western portions of the Trail on both the north and south sides of the lake. Trail links to this multiway trail will be established. This will provide pedestrians with access throughout the plan area and the citywide system. In the future, a trail could also be developed linking into a regional trail system to the east, and to Saunders Lake. The TLMP also recommends the development of rest nodes, interpretive viewpoints, boardwalks, and a bird blind. The specific strategy for pedestrian connections and routes shall be determined at the Outline Plan Stage.

The City of Leduc may also consider the development of a staging and/or day use area within this park space, depending on requirements, and availability of land.

### 4.7.1 Policy

- A. Dedication of an approximately 50 m wide Municipal Reserve open space adjacent to the 10 m Environmental Reserve setback from the surveyed bed and shore of Telford Lake shall occur at the time of subdivision, or prior, subject to separate agreements between the City of Leduc and landowners.
- B. The City of Leduc will require the full 10% MR dedication, whether that is provided as land, cash-in-lieu of land, or a combination thereof, as deemed appropriate by the City of Leduc and in accordance with the MGA. The specific strategy for dedication of Municipal Reserve shall be determined at the Outline Plan stage.
- C. Developments adjacent to the Telford Lake Park space shall provide pedestrian/active transportation access at intervals of approximately 400 m.
- D. Tree stands within MR lands will be preserved and may be enhanced where funding is available. The City may consider the use of Municipal Reserve to acquire tree stands, to be determined at Outline Plan stage.

- E. Public open spaces, trails, and natural areas within the Park designation shall be planned and managed to protect and enhance features such as natural vegetation, habitat, soil, groundwater, and surface water.
- F. Park areas shall remain generally in a natural state, with exceptions for development related to or supporting recreation (e.g. multiway, trails, staging areas, access for boating, nature interpretation sites, and picnic sites).
- G. A wildlife corridor study shall be completed prior to the approval of any outline plan for NE ¼ Sec. 30-49-24-W4 and Lot 2, Plan 9023255, or prior any further design work for the Spine Road, at the discretion of the City of Leduc. The corridor study will be developed in partnership with the Leduc County.

## **4.8 AGRICULTURE**

As indicated in Section 2.8 Agricultural Impact Assessment, while no long-term agricultural uses are contemplated in the East Telford Lake ASP, existing agricultural uses are expected to continue until lands are otherwise required to accommodate planned development. Ranching or livestock raising should be discouraged due to potential incompatibility with adjacent land uses. Interim agricultural uses producing specialty crops that have the ability to be processed in nearby facilities should be encouraged.

### **4.8.1 Policy**

- A. Existing agricultural activity shall be permitted to continue as an interim use as set out by the regulations in the Land Use Bylaw (Urban Reserve district).
- B. The raising of livestock should be discouraged where adjacent to lands that do not permit agriculture as a use.

## 5.0 TRANSPORTATION

An overall transportation network has been established to accommodate the proposed land uses in this ASP and is shown in Figure 10: Transportation Plan. The ASP establishes approximate alignments for arterial and collector roadways, while local roadways are to be identified by Outline Plans.

A Transportation Impact Assessment was prepared in support of the ASP, and was submitted under separate cover (Stantec, 2018). The TIA establishes background traffic conditions in the vicinity of the proposed ASP, estimates the magnitude and characteristics of traffic generated by at full ASP build out, evaluates the impacts of vehicular traffic generated by the proposed development on the adjacent roadway network, and provides recommendations for appropriate roadway improvements.

### 5.1 SPINE ROAD

The Spine Road, which will link Range Road 245 and 250, and whose alignment passes through the plan area, is a major transportation corridor linking the East Telford area to the Edmonton International Airport and to other major economic centres in the region. The Spine Road is ultimately envisioned as an 80 km/h, 6-lane, semi-urban, expressway (McElhanney, 2010). Site access separation from an existing or future signalized intersection is to be maximized adjacent to the Spine Road.

#### 5.1.1 Policy

- A. A minimum 800 m intersection spacing requirement should be maintained along the Spine Road. Intersections will only be permitted with other arterial roads or with collector roads. No new intersections with local roads or direct access to adjoining lands will be permitted.
- B. Prior to detailed roadway design or construction, an assessment of wildlife movement, and determination of the impact of the Spine Road, will be required. The City of Leduc may require mitigation methods, such as a wildlife passage, structure, or other such features, be incorporated into the design.

### 5.2 ARTERIAL & COLLECTOR ROADWAY NETWORK

The Telford Lake ASP identifies a series of internal collector roadways intended to accommodate vehicular traffic generated by the proposed land uses and allow for the future provision of public transit. Beyond the Spine Road and Rollyview Road, no additional arterial roadways are anticipated. These roads are ultimately to be built out as six- and four-lane divided arterials, respectively.

A Transportation Impact Assessment (TIA), submitted under separate cover, provides recommendations for roadway geometries and signalization for both the 10-year and 20-year horizons (Stantec, 2018).

### **5.2.1 Policy**

- A. Arterial and collector roadways within the East Telford Lake ASP shall be developed in general accordance with Figure 10: Transportation Plan.
- B. Roadways in the area south of Telford Lake shall be designed to accommodate pedestrians and public transit access in addition to vehicular traffic. This may be achieved through the use of an urban roadway cross section, or a modified rural cross section. Proposed cross sections will be identified at the Outline Plan stage, and will be reviewed and approved by the City of Leduc.
- C. As development occurs, the City of Leduc will review opportunities and requirements for public transit. Arterial and collector roadways may, at discretion of the City, be designed to accommodate transit routes and stops. Locations of transit stops and routes will be determined at the Outline Plan stage.
- D. Outline plans shall identify sufficient road right of way to accommodate the roadway requirements identified in the East Telford Lake TIA, or through functional plans. If modifications to roadway standards are required, cross sections shall be approved by the City of Leduc.

## **5.3 LOCAL ROADWAYS**

Requirements for local roadways will be determined at the Outline Plan stage.

### **5.3.1 Policy**

- A. Local roadway alignments will be identified at the Outline Plan stage.
- B. Roadways in the area south of Telford Lake shall be designed to accommodate pedestrians and public transit access in addition to vehicular traffic. This may be achieved through the use of an urban roadway cross section, or a modified rural cross section. Proposed cross sections will be identified at the Outline Plan stage and will be reviewed and approved by the City of Leduc.

## 5.4 PROCESSIONAL ROUTES

In order to reflect the character of the routes into the Urban Services Area (municipal cemetery) as areas of solemn reflection and respect, to provide space for 'decompression', and to differentiate them from other exclusively industrial/commercial areas, alternative design standards may be applied to applicable Processional Routes.

### 5.4.1 Policy

- A. Roadways indicated in Figure 10: Transportation Plan as Processional Routes, shall be designed to the satisfaction of the City of Leduc, to ensure their intended function and character. Other roadways, including local roadways, may be identified at the Outline Plan stage.



## 6.0 SERVICING

A Servicing Study outlining the stormwater, sanitary, and water systems for the ASP area, was prepared and submitted under separate cover (Stantec, 2018). This section provides a description of the conceptual servicing schemes, and provides policy direction. All water, sanitary and storm servicing plans will need to be confirmed at subsequent design stages.

### 6.1.1 Policy

- A. The ultimate servicing plan illustrated in Figures 11.0, 12.0, and 13.0 will need to be confirmed at subsequent design stages.
- B. Interim servicing strategies may be considered by the City of Leduc for any quarter section within the plan area, and will be identified at the Outline Plan stage. Responsibilities and costs for interim servicing studies, decommissioning, and connection to the ultimate servicing system once available will be borne by the developer.

## 6.2 STORMWATER MANAGEMENT

Figure 11: Stormwater Servicing shows the proposed stormwater servicing plan. Several stormwater management facilities (SWMFs) are identified based on the existing topography and drainage patterns and the land use and transportation designs. The location and configuration of the proposed stormwater management facilities will be further refined based on the detailed drainage area grading and internal roadway network requirements.

The north area of the East Telford Lake ASP is proposed to be developed to rural standards while the south area is proposed to be developed to urban standards. The conveyance system within each drainage basin will need to be designed based on the local roadway configuration and site grading requirements.

As shown on Figure 11: Stormwater Servicing, three outfalls are proposed to service the ASP area. It is proposed that the south ETL area will be drained to Telford Lake through the two proposed outfalls. For the north ASP area, one outfall is proposed through a tributary located on a privately-owned parcel in the County discharging to Saunders Lake. This cross-boundary drainage will require intermunicipal and/or owner approval. Alternatively, a piped outlet discharging directly to Saunders Lake could be constructed along Township Road 500. Draining the north ETL area to Telford Lake would require pumping and is not recommended.

Stormwater management in the Urban Service (Cemetery) area requires more detailed design, however as the runoff volume and corresponding storage volumes are relatively small, it may drain directly to Telford Lake or combined with the proposed SWMF to the east. The Harvest Industrial Park area currently drains through two existing drainage channels through the East Telford Lake ASP area.

With the proposed development, the existing drainage channels will be eliminated, and therefore drainage is proposed to be rerouted through the 65 Avenue / Twp. Rd. 500 ditch.

### **6.2.1 Policy**

- A. Prior to any development and in conjunction with the development of Outline Plans for any portion of the plan area, detailed engineering reports must be prepared by the proponent and accepted by the City of Leduc.
- B. Stormwater management facilities shall be in general accordance with the servicing scheme shown in Figure 11: Stormwater Servicing.
- C. Low Impact Development stormwater management techniques should be incorporated into roadway and site design.
- D. The City may consider innovative servicing and utility technologies if they are proven to be equally or more efficient, cost-effective, aesthetically acceptable, and environmentally beneficial than existing technologies, and if they will result in long-term economic, social, and environmental benefits to the community. Innovative servicing must be sustainable in the long term and cannot increase liability or maintenance for the City of Leduc, on an objective quantitative basis, to be considered.

## **6.3 SANITARY SEWER**

The proposed sanitary system for the East Telford Lake ASP is to be serviced by an existing Alberta Capital Region Wastewater Commission (ACRWC) sanitary trunk sewer at Airport Road.

Most of the East Telford Lake ASP area, including the entire area to the north of the lake, and a portion of the area south of the lake, is proposed to be serviced by a Stage 1 lift station located in the northeast part of the ASP as shown on Figure 12: Sanitary Servicing. The Stage 1 lift station and forcemain would discharge to existing/proposed sanitary sewers through the Leduc Energy/Business Park development.

With limited available capacity in the existing sewer system, some southern portions of the ASP area as well as a future service area south of the East Telford Lake ASP area will be serviced by a Stage 2 lift station and forcemain to route the balance of projected flow through Leduc County directly into the ACRWC system.

### **6.3.1 Policy**

- A. Prior to any development and in conjunction with the development of Outline Plans for any portion of the plan area, detailed engineering reports must be prepared by the proponent and accepted by the City of Leduc.

- B. The City may consider innovative servicing and utility technologies if they are proven to be equally or more efficient, cost-effective, aesthetically acceptable, and environmentally beneficial than existing technologies, and if they will result in long-term economic, social, and environmental benefits to the community. Innovative servicing must be sustainable in the long term and cannot increase liability or maintenance for the City of Leduc, on an objective quantitative basis, to be considered.

## **6.4 WATER NETWORK**

The proposed water servicing plan generally conforms to the proposed servicing plan in the City of Leduc Water Master Plan. The proposed water distribution system is shown in Figure 13: Water Servicing. The proposed distribution system alignments follow arterial and collector roadways. During subsequent development design stages, some watermain alignments may be shifted to local roads to allow servicing of parcels fronting local roads.

### **6.4.1 Policy**

- A. Prior to any development and in conjunction with the development of Outline Plans for any portion of the plan area, detailed engineering reports must be prepared by the proponent and accepted by the City of Leduc.
- B. Services shall be constructed with appropriate oversizing to accommodate future development within the plan area, as identified in detailed engineering reports, as well as future offsite development, if feasible and as required by the City of Leduc.

## 7.0 IMPLEMENTATION

The implementation of this plan may require amendments to the Land Use Bylaw to create or modify land use districts or overlays to support implementation of the policy directions of this plan.

Outline Plans will be required prior to redistricting and subdivision to ensure that sub-areas are planned to an appropriate level of detail.

Within this plan area, the City of Leduc will require development proponents to assume financial responsibility for the extension of all required municipal utility services, including any initial capital cost. In accordance with the provisions of the *Municipal Government Act*, the City will endeavour to ensure that development proponents receive appropriate compensation from future benefiting developments as they occur, either through the establishment of a levy, cost sharing arrangements, or some combination thereof.

### 7.1 OUTLINE PLANS

#### 7.1.1 Policy

- A. Prior to the approval of redistricting or subdivision that would allow development to proceed, detailed Outline Plans shall be prepared by the applicant and accepted by the City of Leduc. The City, at its sole discretion, may waive the requirement for an Outline Plan.
- B. Outline Plans shall be consistent with the East Telford Lake ASP, and with all adjacent Outline Plans.

### 7.2 LAND USE BYLAW

#### 7.2.1 Policy

- A. Amendments to the Land Use Bylaw may be required to ensure that development occurs as envisioned in the East Telford Lake ASP. The City of Leduc shall be responsible for initiating the amendment process.

### 7.3 STAGING

Development is anticipated to begin in the north of the ASP area, and proceed south and west, as services are extended as indicated in Figure 14: Staging Plan. In general, development will proceed in a manner that is contiguous, logical, and economical with respect to municipal servicing.

Development of individual phases may vary from the actual outline plan, redistricting and subdivision applications, depending on market demand and the aspirations of respective landowners. As discussed in Section 6.0, interim servicing strategies may be developed the Outline Plan stage and may allow development to proceed prior to the extension of the ultimate servicing scheme. Should

sufficient demand warrant, or engineering design be made more efficient, portions of separate phases may be developed concurrently.





FIGURE 11.0

## STORMWATER CONCEPT

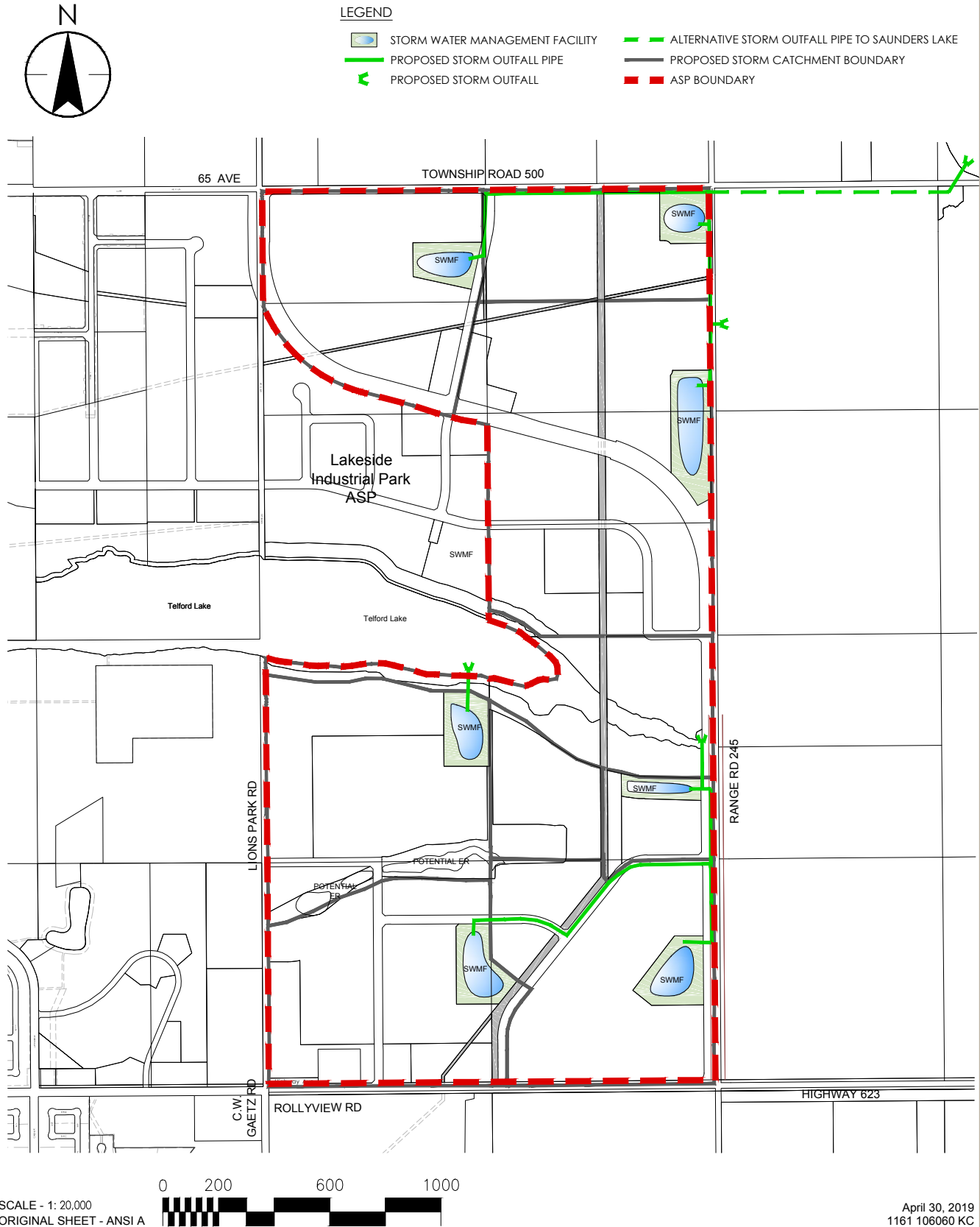
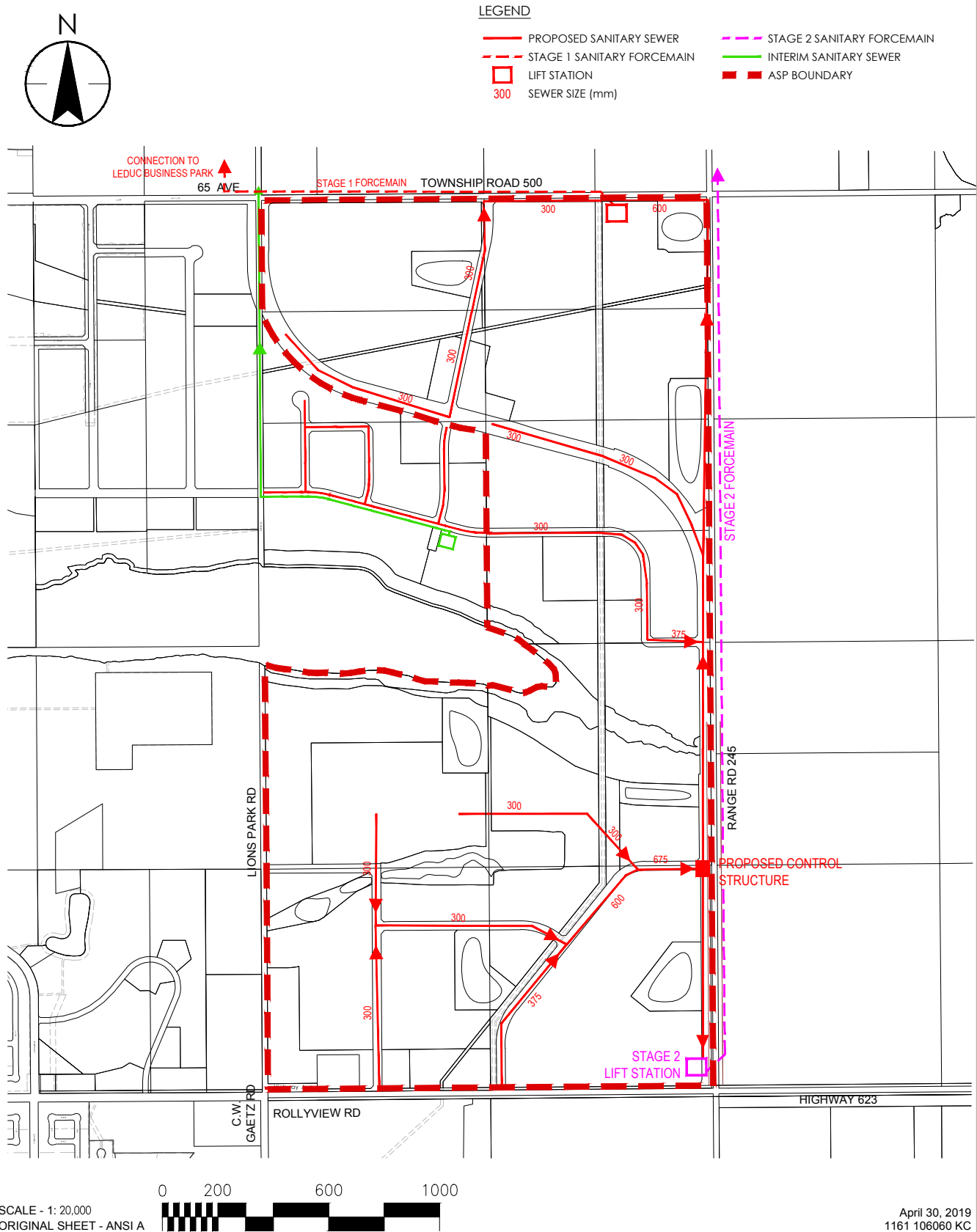


FIGURE 12.0

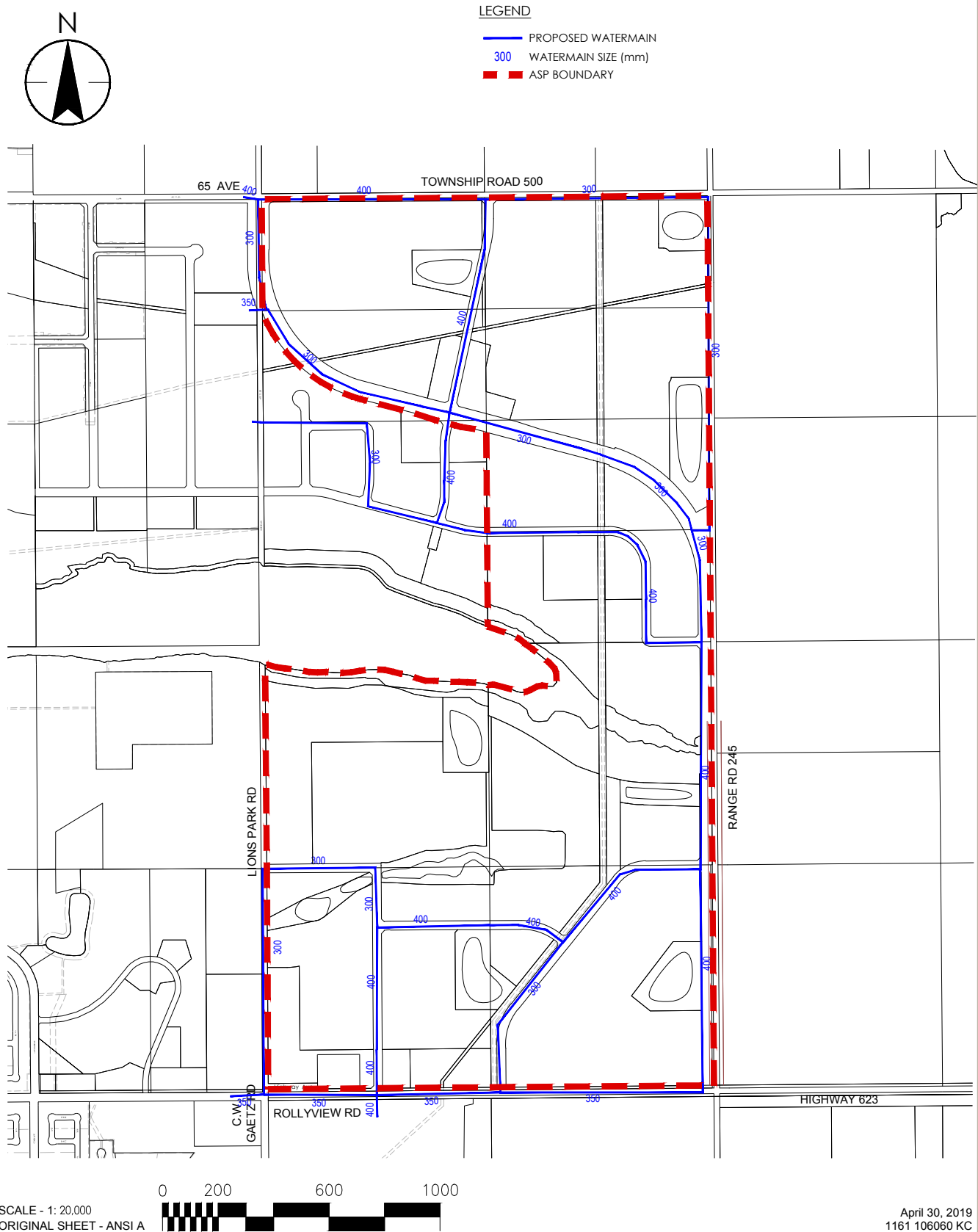
## SANITARY SEWER CONCEPT



V:\1161\Active\1161 106060\drawing\modelling\planning\ASP\ASP\_Telford\_Lake\_30apr2019.dwg

FIGURE 13.0

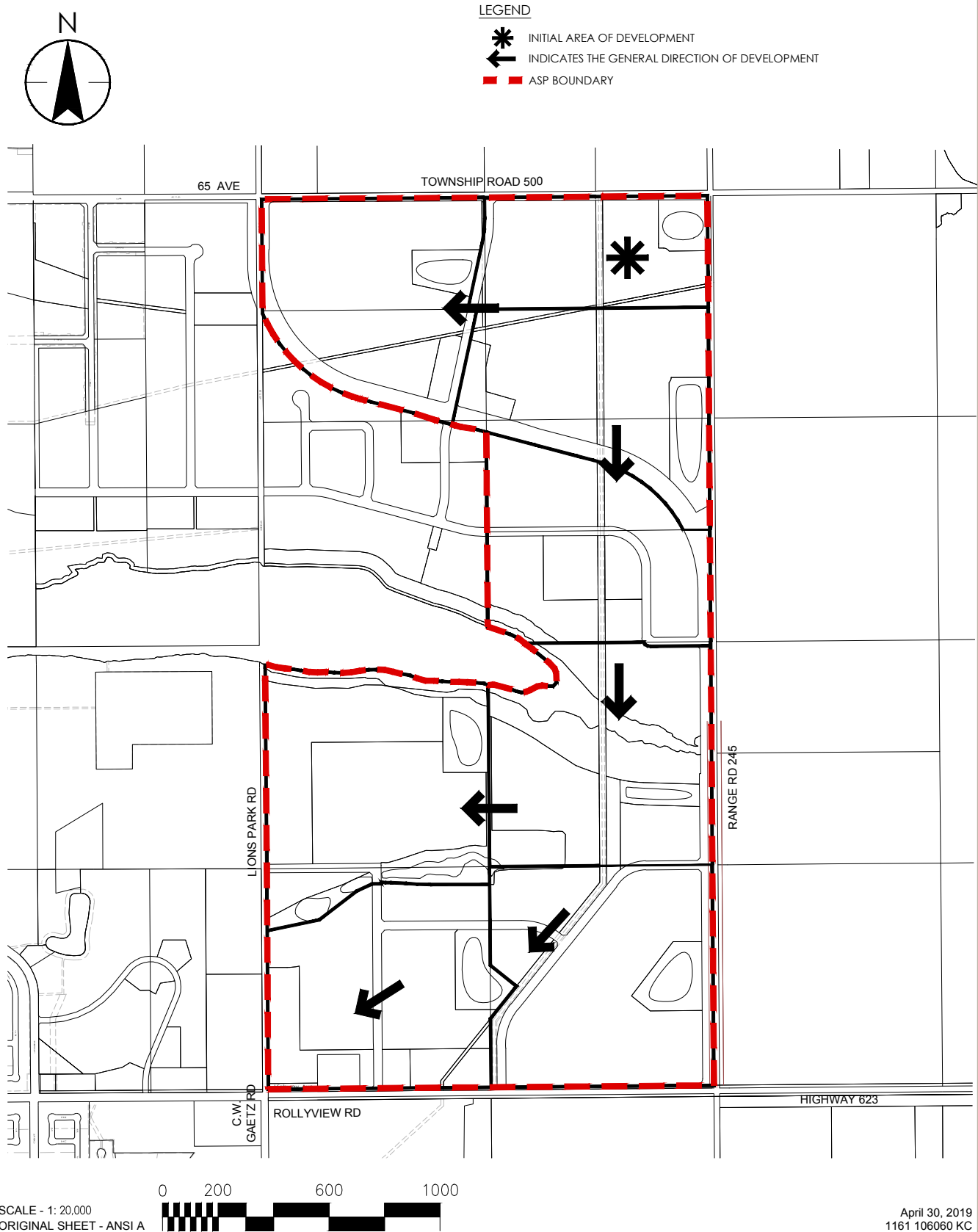
## WATER NETWORK CONCEPT



V:\1161\active\1161 106060\drawing\modelling\planning\ASP\_Telford\_Lake\_30apr2019.dwg

FIGURE 14.0

## STAGING PLAN



## 8.0 REFERENCES

Dragon, B. Farooqui, H., Patel, S. Stelfox, N. 2018. Leduc Wildlife Corridor Study. Prepared for City of Leduc, Leduc County, and Stantec Consulting Ltd. University of Alberta.

Fiera Biological Consulting Ltd. 2017. City of Leduc Environmentally Significant Areas Study. Prepared for City of Leduc.

Fiera Biological Consulting Ltd. Leduc County Environmentally Significant Areas. 2015. Prepared for Leduc County.

ISL Engineering. 2010. Telford Lake Master Plan. Prepared for City of Leduc.

McElhanney Consulting Services Ltd. 2010. Range Roads 245 and 250 Functional Planning Study. Prepared for Leduc County / City Of Leduc.

MXD Development Strategists, Stantec Consulting Ltd. 2015. Aerotropolis Viability Strategy. Prepared for City of Leduc.

Spencer Environmental Management Services Ltd. 2010. Telford Lake Master Plan: Biophysical Review of Sensitivities and Opportunities. Prepared for ISL Engineering, City of Leduc.

Stantec Consulting Ltd. 2017. Agricultural Baseline Assessment – East Telford Lake Area Structure Plan. Prepared for City of Leduc.

Stantec Consulting Ltd. 2017. East Telford Lake Area Structure Plan Biophysical Assessment 30-49-24 W4M and 31-49-24 W4M. Prepared for City of Leduc.

Stantec Consulting Ltd. 2017. East Telford Lake ASP - Desktop Phase I Environmental Site Assessment

Stantec Consulting Ltd. 2017. Geotechnical Desktop Study City of Leduc East Telford Lake Area Structure Plan. Prepared for City of Leduc.

Stantec Consulting Ltd. 2018. Agricultural Impact Assessment – East Telford Lake Area Structure Plan. Prepared for City of Leduc.

# KEY PLAN



SUBJECT AREA

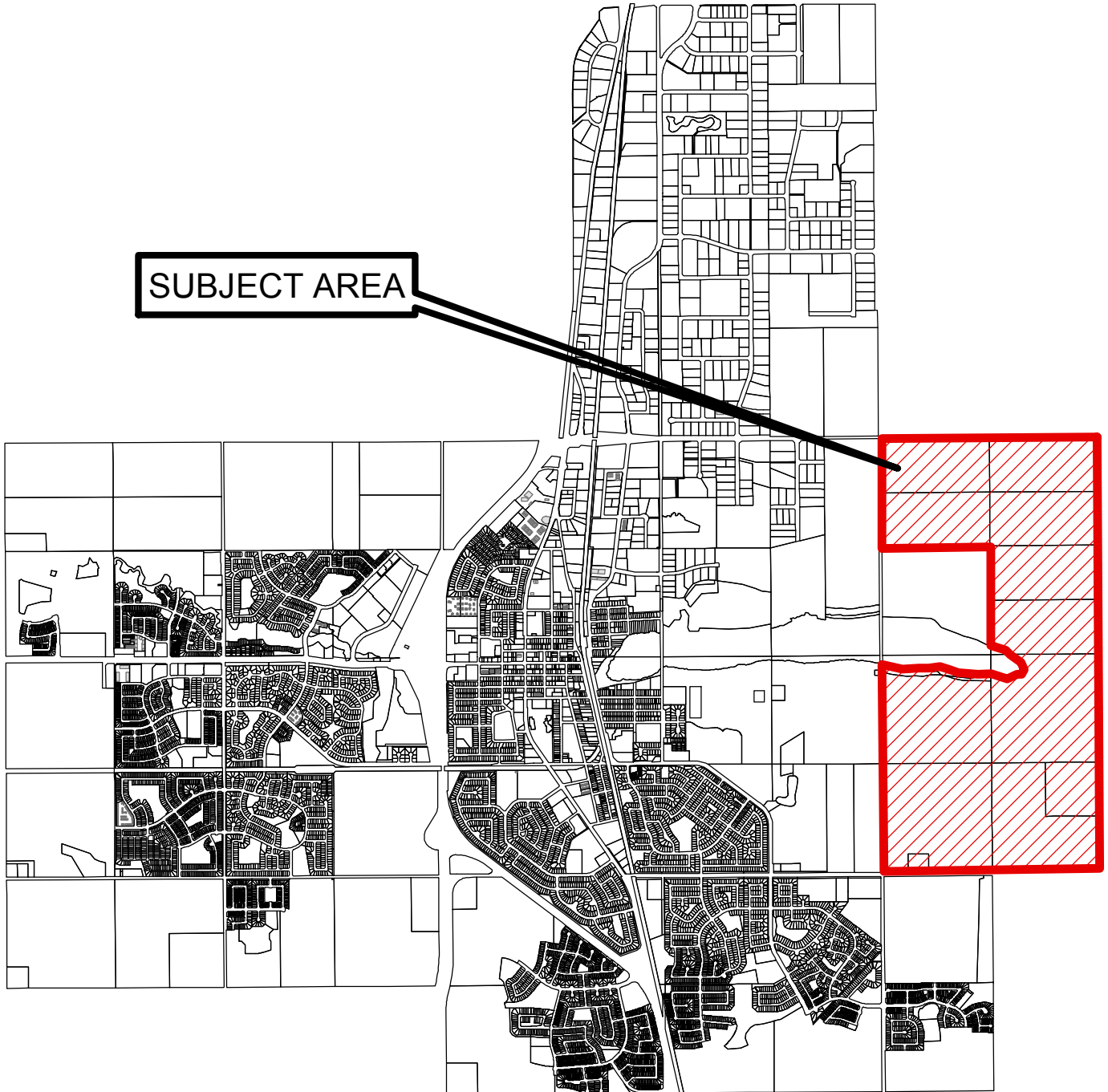
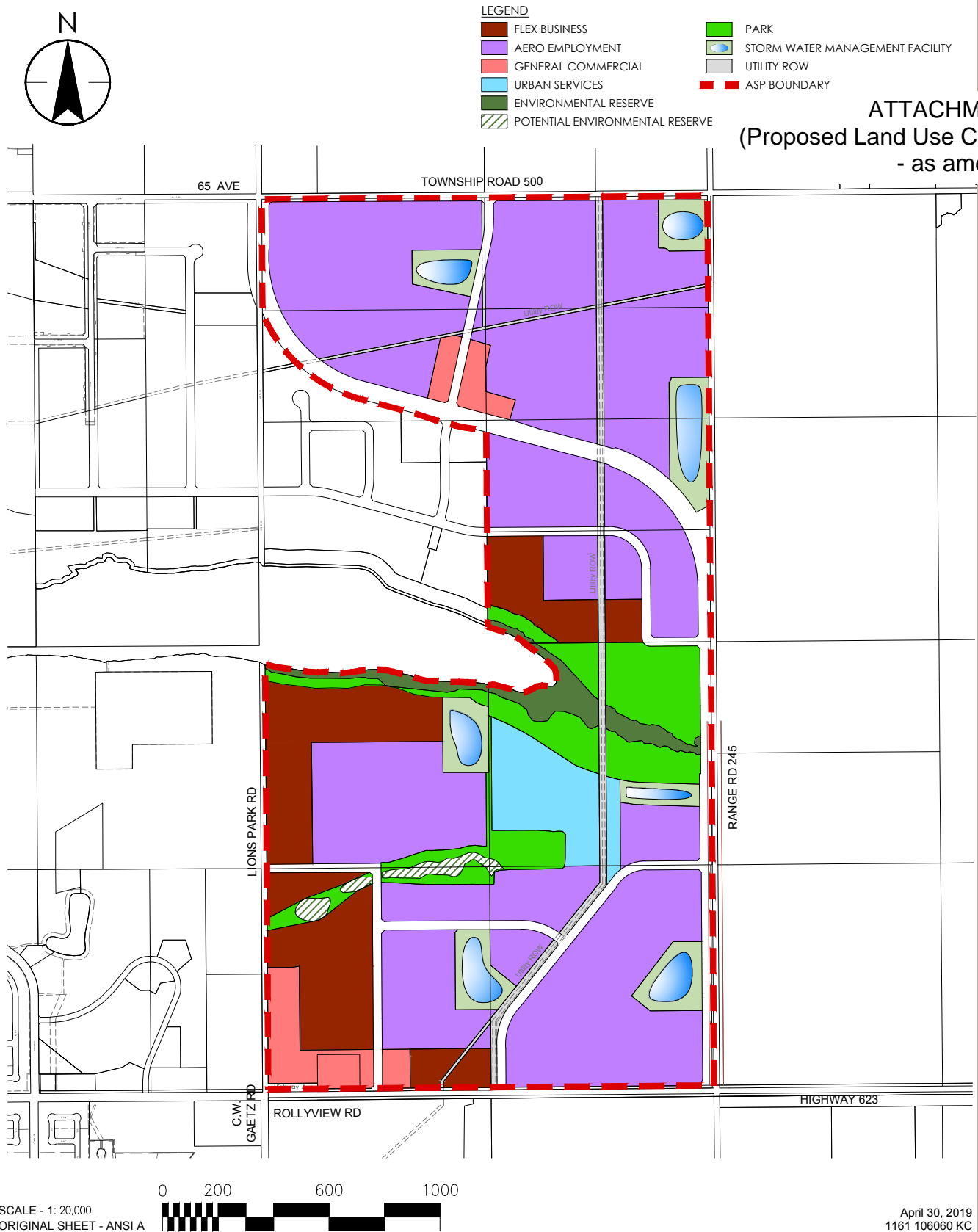




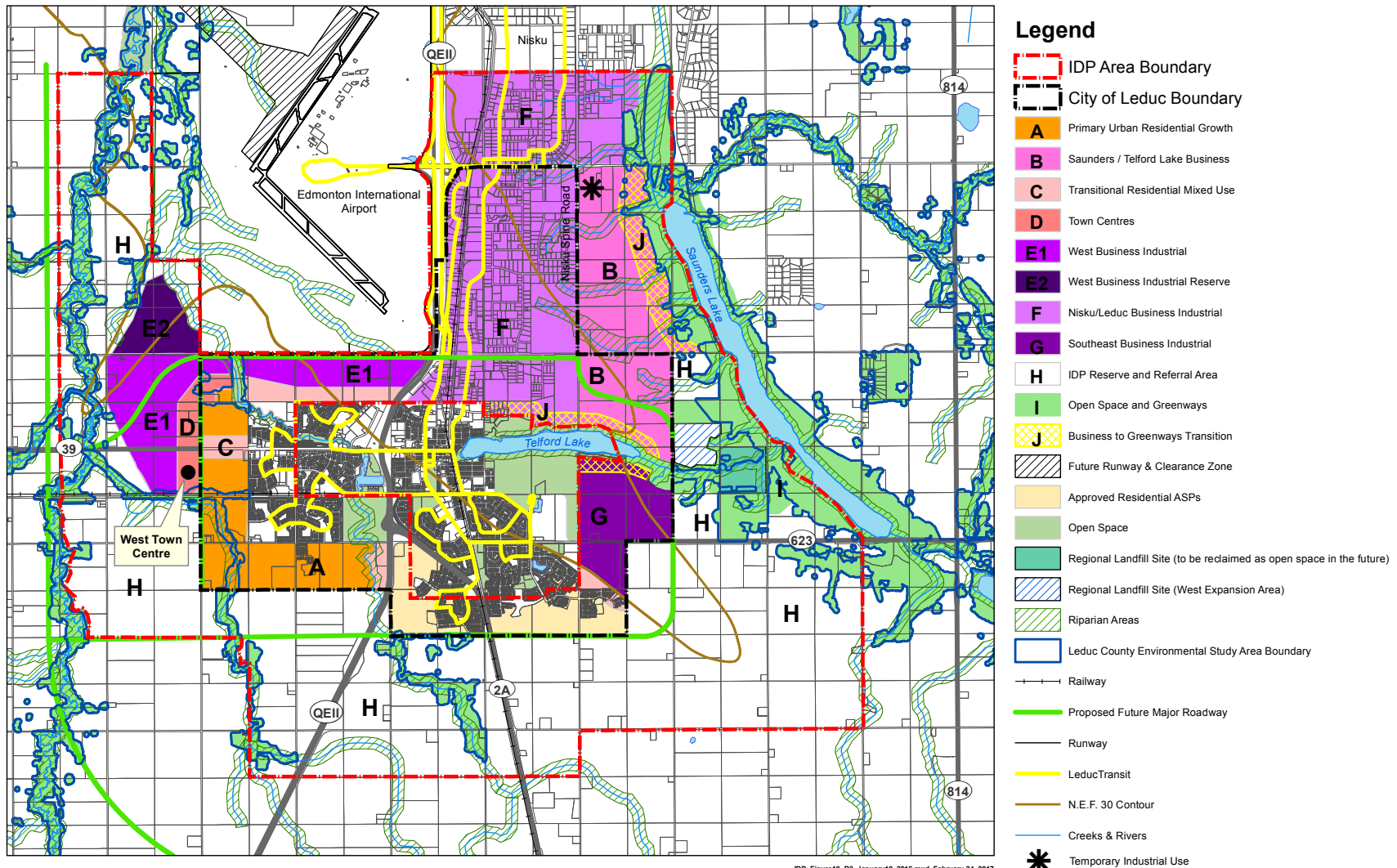
FIGURE 9.0

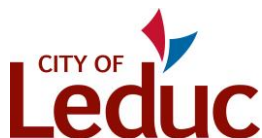
## LAND USE CONCEPT

ATTACHMENT 4  
(Proposed Land Use Concept  
- as amended)

As amended by City of Leduc Bylaw No. 933-2016 Approved August 21, 2017 (Office Consolidation)  
and  
Leduc County Bylaw No. 24-16 Approved July 11, 2017 (Office Consolidation)

FIGURE 10: INTERMUNICIPAL DEVELOPMENT PLAN POLICY AREAS





## COUNCIL REQUEST FOR DECISION

**MEETING DATE:** September 9, 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)(2nd Reading)

---

### EXECUTIVE SUMMARY

Administration is recommending that Council give second 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 second 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:

1. City of Leduc Municipal Development Plan, as amended;
2. Blackstone Area Structure Plan;
3. City of Leduc 2009 Neighbourhood Design Guidelines;
4. Land Use Bylaw 809-2013, as amended
5. Municipal Government Act, RSA 2000, Chapter M-26, as amended
  - S. 640(2)(a) requires a municipality be divided into land use districts.
  - S. 606 and S. 692 govern the requirements for advertising a bylaw. More specifically, S. 692(4) outlines those additional advertising requirements for a bylaw changing the land use district designation of a parcel of land.



## 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 was held earlier at this meeting of Council. The hearing was advertised in the August 23 and 30, 2019 issues of *'The Representative'* and notices were mailed to property owners within 61.0 m of the subject area.

#### ALTERNATIVES:

1. That Council amend Bylaw 1026-2019;
2. 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.

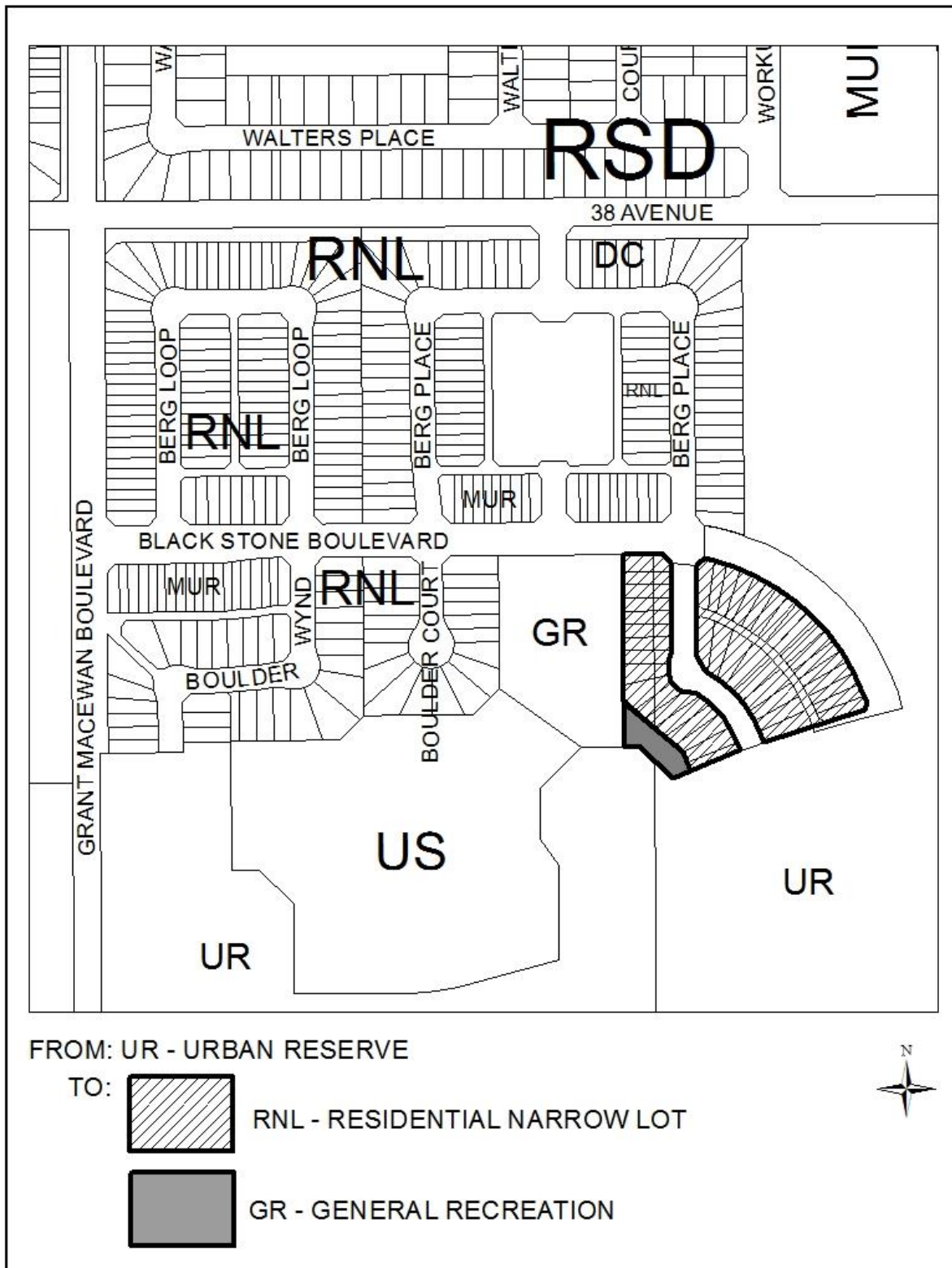
READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS \_\_\_\_ DAY OF \_\_\_\_\_, AD 2019.

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

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

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

SCHEDULE A

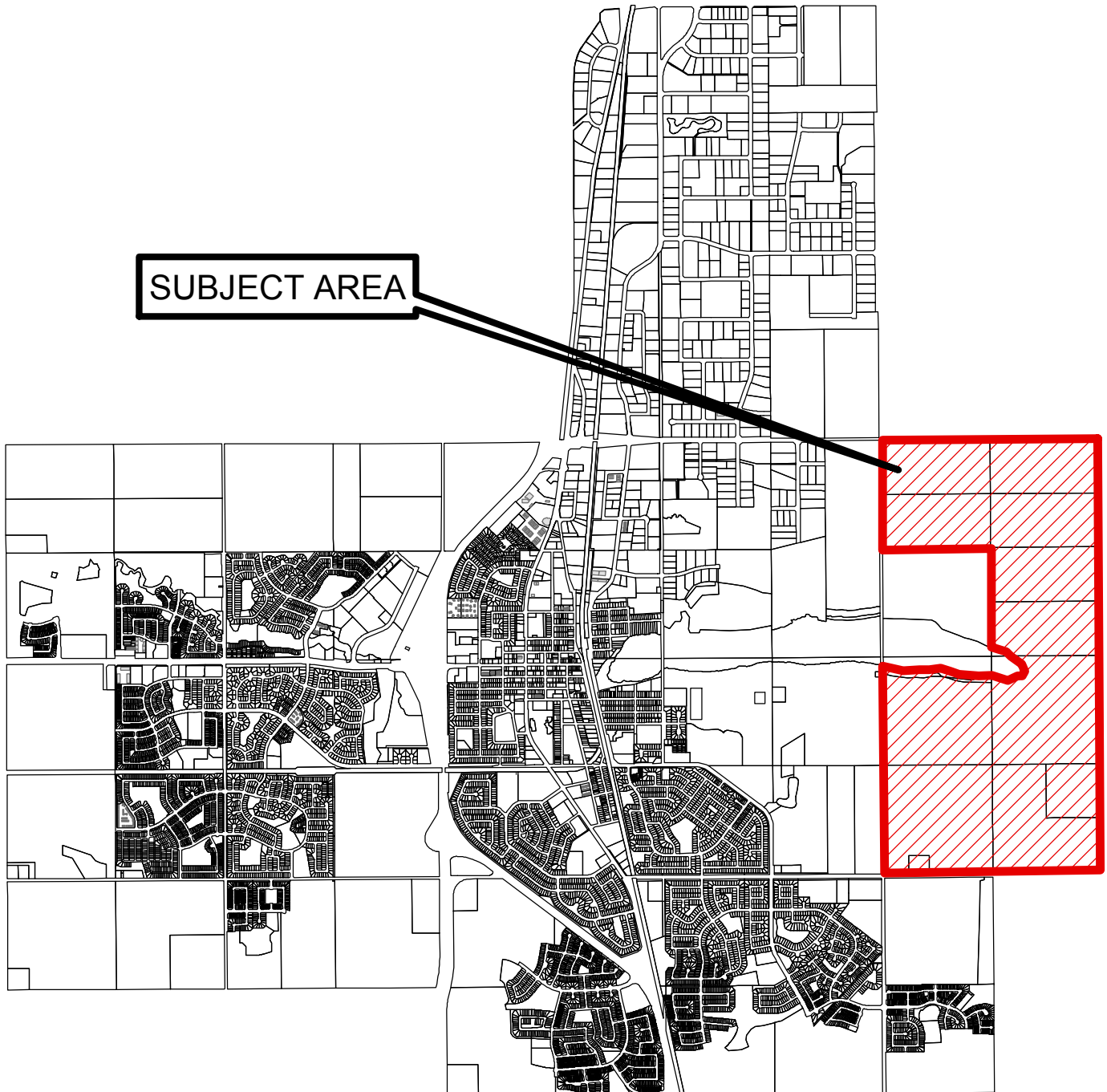


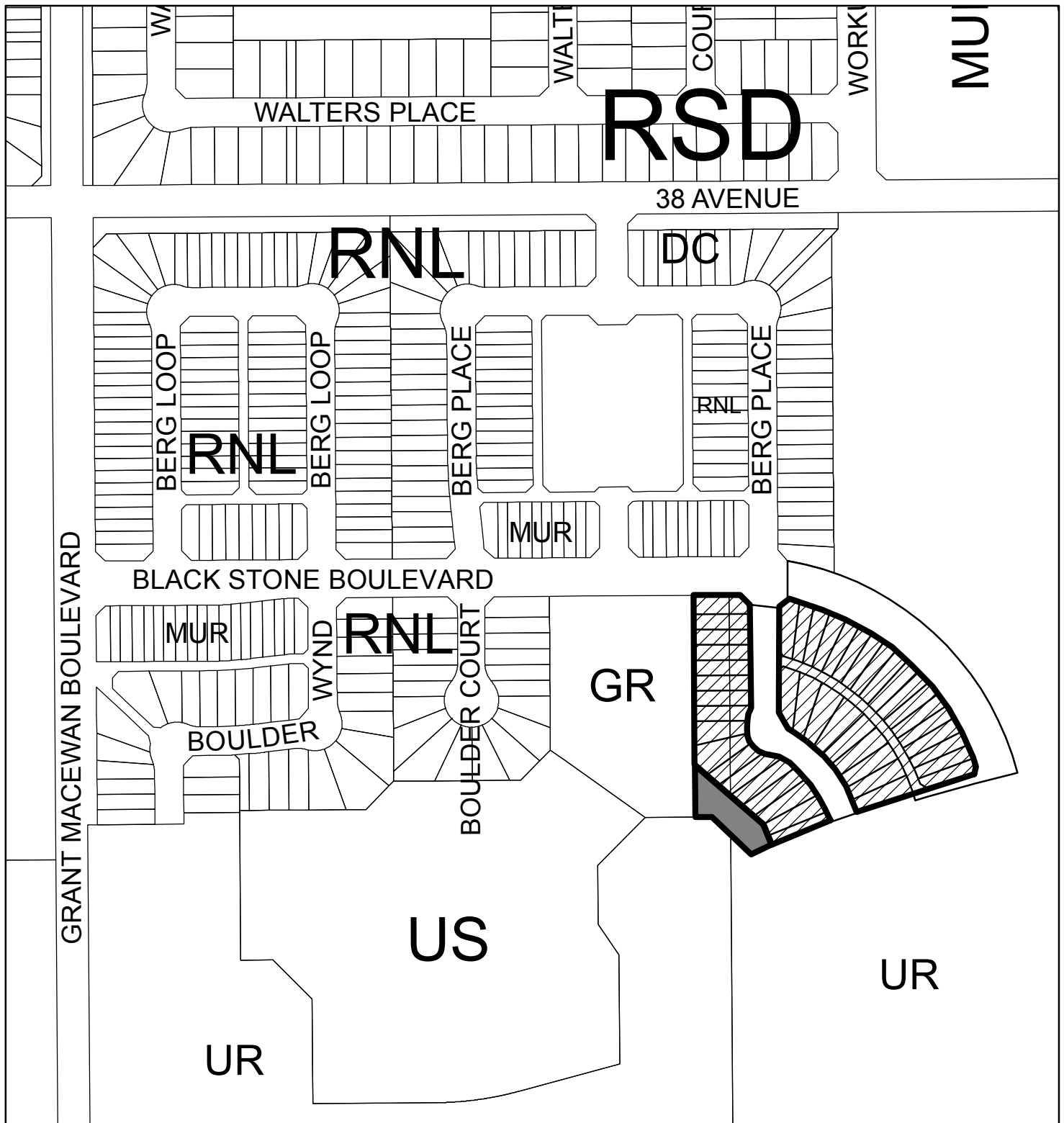


# KEY PLAN



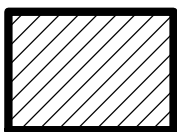
SUBJECT AREA





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.  
The Copyrights to all designs and drawings are the property of Stantec. Reproduction or use for any purpose other than that authorized by Stantec is forbidden.

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

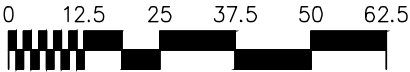
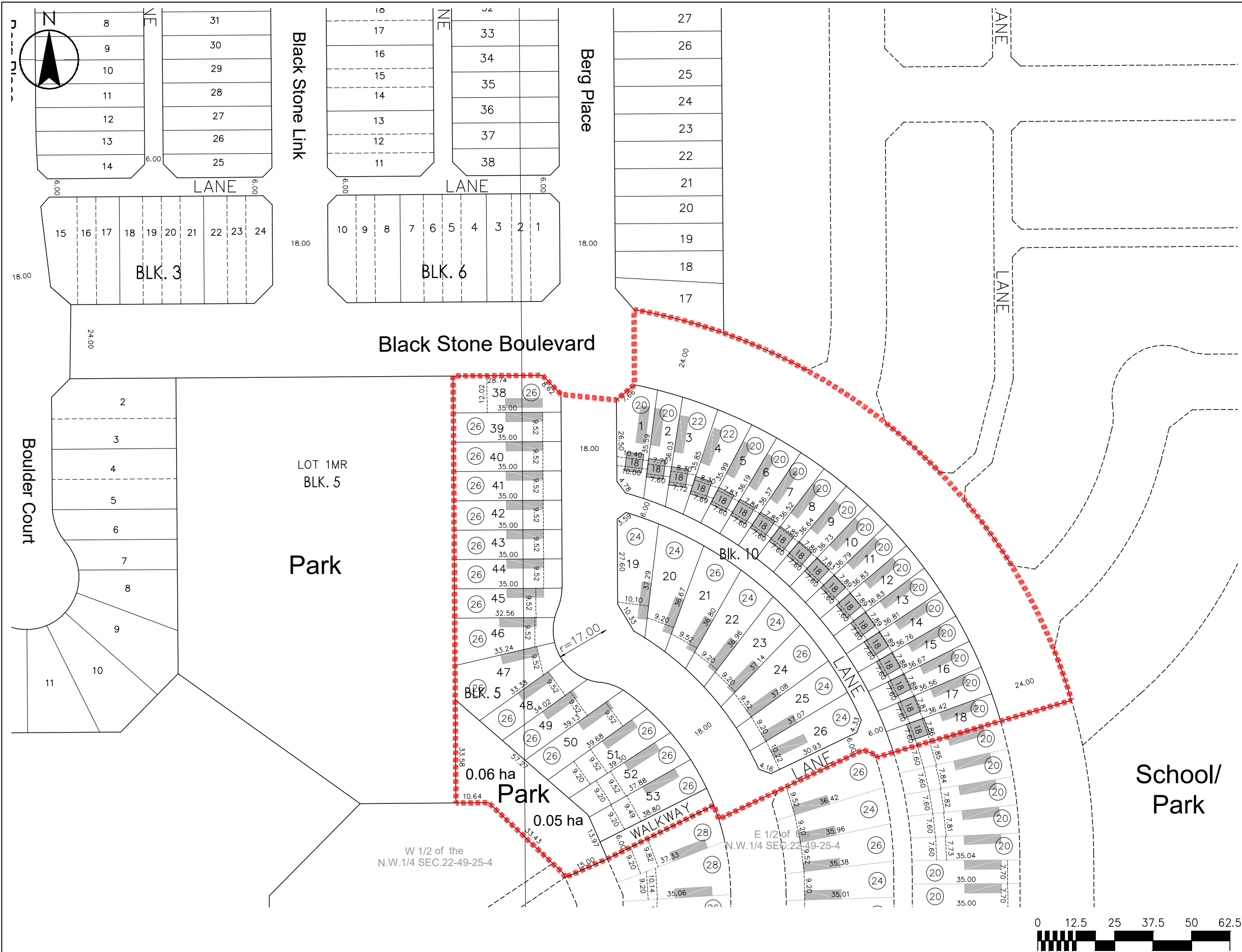
TENTATIVE PLAN OF SUBDIVISION  
BLACK STONE - STAGE 2

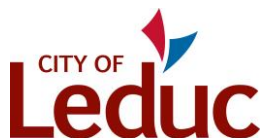
Project No.

1161 106045 MR  
June 20, 2019

Scale

1:1250





## COUNCIL REQUEST FOR DECISION

**MEETING DATE:** September 9, 2019

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

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

**REPORT TITLE:** Bylaw No. 1032-2019 (Land Use Bylaw Text Amendment) (2nd & 3rd Readings)

---

### 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

1. That Council give Bylaw No. 1032-2019 second reading; and
2. That Council give Bylaw No. 1032-2019 third reading.

### 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.

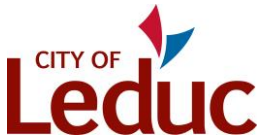
The amendment proposed within Bylaw 1032-2019 relates to regulations for solar collectors. The City received a request to develop ground-mounted solar collectors at the Lions Campground in Leduc, within the SE ¼ Section 25-49-25-W4; however, the Land Use Bylaw as currently written does not allow for 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.

Bylaw 1032-2019 was given first reading by Council at their regular meeting held August 19, 2019.

### 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



## COUNCIL REQUEST FOR DECISION

- 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.

### ORGANIZATIONAL IMPLICATIONS

#### ADMINISTRATION:

There are no administrative implications.

#### RISK ANALYSIS: FINANCIAL / LEGAL:

There are no financial or legal implications.

#### IMPLEMENTATION / COMMUNICATIONS:

The public hearing was held earlier at this meeting of Council. The hearing was advertised in the August 23 and 30, 2019 issues of *'The Representative.'*

#### ALTERNATIVES:

1. That Council amend Bylaw 1032-2019; or
2. 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**



**Bylaw No. 1032-2019**

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Date Signed

---

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



## Mayor's Report

August 11-August 31, 2019

### August 12

- Leduc Rep Interview / ISD
- Mayor / City Manager 1:1

### August 14

- Honourable Grant Hunter, Associate Minister of Red Tape Reduction
- Brian Bowles
- Mayor of Grande Prairie, Bill Givens

### August 15

- Leduc RCMP – Design/Planning
- The One Interview / ISD Devices
- 630 CHED Interview / ISD Devices

### August 16

- Golf Course Tour

### August 17

- Calmar Days Parade

### August 19

- Ms. Assiniboine/ Leduc Resident
- Ribbon Cutting / Yogen Früz and Shish Shawarma
- EMRB CEO K. Wichuk
- Mayor / City Manager 1:1
- CoW and Council Agenda Review
- Committee-of-the-Whole
- Council

### August 21

- Executive Assistant Interviews
- Star Metro Interview / What makes Leduc a place to call home
- Accord Oversight Committee briefing

### August 22

- Host – EMRB Municipal Golf Tournament
- Planeview Place BBQ

### August 23

- Edmonton Treaty Six Recognition Day
- Downtown Business Association MDP
- Airport Accord Oversight Committee

### August 25

- Assiniboine Family Block Party

### August 26

- Review MLA Rutherford presentation
- Edmonton Global / Jason Randhawa
- Leduc Rep Interview / MSI/GTF
- Mayor / City Manager 1:1
- MLA Brad Rutherford

### August 27

- The One Interview / Getting to Know You
- Council AV Equipment
- Fire Chief Clancy, D. Melvie – North / Nisku Fire Response
- Traffic Safety Video

### August 28

- EMRB SISB Workshop #6
- The Brick / C. Styles
- Leduc Rep Interview / Edmonton Global
- AUMA President Mayor Morishita

### August 29

- CHBA Edmonton Region Golf Tournament
- Party in Alexandra Park / Fall CRD

### August 30

- Seniors Conference Supporting Active Aging: Today, Tomorrow and Beyond
- Edmonton Global Interview / Economic Development

Approved by Mayor Bob Young



## Building Permit Detail Summary

August 1, 2019-August 30, 2019 (inclusive)

Commercial					
Permit	Type of Work	Builder	Units	Area	Valuation
PRBD201901901 (Issued-30/08/2019)	Alteration and improvements	M & S RENOVATIONS LTD		Central Business District	\$9,000.00
PRBD201902283 (Issued-30/08/2019)	Alteration and improvements	SEAGATE CONTRACT MANAGEMENT LTD		Leduc Common	\$100,000.00
PRBD201902324 (Issued-27/08/2019)	Alteration and improvements	LOMBARD DEVELOPMENT INC		Central Business District	\$45,000.00
<b>Subtotal</b>		<b>3</b>			<b>\$154,000.00</b>
Duplex Dwelling					
Permit	Type of Work	Builder	Units	Area	Valuation
PRBD201902068	New Construction - Duplex	BEDROCK HOMES LIMITED	1	Robinson	\$357,720.00
PRBD201902071	New Construction - Duplex	BEDROCK HOMES LIMITED	1	Robinson	\$365,886.00
PRBD201902110	New Construction - Duplex	Dolce Vita Homes LP	1	Robinson	\$309,000.00
PRBD201902112	New Construction - Duplex	Dolce Vita Homes LP	1	Robinson	\$271,000.00
PRBD201902120	New Construction - Duplex	Dolce Vita Homes LP	1	Robinson	\$309,000.00
PRBD201902121	New Construction - Duplex	Dolce Vita Homes LP	1	Robinson	\$287,000.00
<b>Subtotal</b>		<b>6</b>	<b>6</b>		<b>\$1,899,606.00</b>
Industrial					
Permit	Type of Work	Builder	Units	Area	Valuation
PRBD201902124 (Issued-16/08/2019)	New Construction - Commerical OR Industrial Building	EAGLE BUILDERS LP		Leduc Business Park	\$5,727,245.00
PRBD201902296 (Issued-09/08/2019)	Alteration and improvements	MSL PROJECTS & DESIGN INC		Leduc Business Park	\$25,000.00
<b>Subtotal</b>		<b>2</b>			<b>\$5,752,245.00</b>
Multi-Residential					
Permit	Type of Work	Builder	Units	Area	Valuation
PRBD201902311	New Construction - Apartment	CHANDOS CONSTRUCTION	18	Linsford Park	\$2,500,000.00
<b>Subtotal</b>		<b>1</b>	<b>18</b>		<b>\$2,500,000.00</b>
Other Residential					
Permit	Type of Work	Builder	Units	Area	Valuation





## Building Permit Detail Summary

August 1, 2019-August 30, 2019 (inclusive)

PRBD201901286	Secondary suite	CRANSTON HOMES LTD	1 Black Stone	\$50,000.00
PRBD201901687 (Issued-23/08/2019)	Accessory Structure - Detached Garage	HARANGOZO CHARLES	Corinthia Park	\$16,000.00
PRBD201901832 (Finaled-01/08/2019)	Addition - Deck Cover/Roof	HICKEY BROS CONSTRUCTION & RENO LTD	Southfork	\$2,000.00
PRBD201901863 (Issued-20/08/2019)	Accessory Structure - Detached Garage	Rosentreter Kellen	Southfork	\$13,200.00
PRBD201901904 (Issued-01/08/2019)	Addition to existing building non- residential & residential	IDEAL SUNDECKS (1979) LTD	Meadowview Park	\$22,340.00
PRBD201901966 (Issued-28/08/2019)	Alteration and improvements	Another Storey Renovations Ltd	South Park	\$285,000.00
PRBD201901997 (Finaled-06/08/2019)	Accessory Structure - Deck Uncovered	Aim Trading & Construction Inc.	Southfork	\$4,000.00
PRBD201902004 (Issued-06/08/2019)	Accessory Structure - Deck Uncovered	Aim Trading & Construction Inc.	Southfork	\$4,000.00
PRBD201902020 (Finaled-02/08/2019)	Accessory Structure - Deck Uncovered	HODANI DEVELOPMENTS LTD	Caledonia Park	\$800.00
PRBD201902023 (Finaled-02/08/2019)	Accessory Structure - Deck Uncovered	HODANI DEVELOPMENTS LTD	Caledonia Park	\$3,000.00
PRBD201902048	Accessory Structure - Hot Tub	JOHNSON ALICIA BROOKE	Bridgeport	\$10,000.00
PRBD201902077	Accessory Structure - Shed	SU BONNIE	Windrose	\$30,000.00
PRBD201902153 (Issued-13/08/2019)	Accessory Structure - Detached Garage	JAYMAN BUILT LTD	Southfork	\$18,000.00
PRBD201902155 (Issued-22/08/2019)	Accessory Structure - Detached Garage	STYLE CONSTRUCTION	West Haven	\$12,000.00
PRBD201902176 (Issued-26/08/2019)	Secondary suite	Creation Communities Inc/ Homes by Creation	1 Deer Valley	\$50,000.00
PRBD201902180 (Issued-19/08/2019)	Accessory Structure - Detached Garage	LIVE BETTER HOMES LTD	Robinson	\$15,000.00
PRBD201902185 (Issued-29/08/2019)	Accessory Structure - Detached Garage	LIVE BETTER HOMES LTD	Robinson	\$15,000.00
PRBD201902194 (Finaled-13/08/2019)	Accessory Structure - Detached Garage	Prominent Homes Edmonton Ltd	Deer Valley	\$20,000.00



## Building Permit Detail Summary

August 1, 2019-August 30, 2019 (inclusive)

PRBD201902202 (Issued-13/08/2019)	Accessory Structure - Deck Uncovered	CONRAD REID K	Willow Park	\$750.00
PRBD201902203	Accessory Structure - Shed	CONRAD REID K	Willow Park	\$5,000.00
PRBD201902212	Basement Development	SHEPHERD GRAHAM R	Southfork	\$22,000.00
PRBD201902229 (Issued-13/08/2019)	Accessory Structure - Deck Uncovered	Elias Jordan	Windrose	\$5,000.00
PRBD201902240	Basement Development	MATHEW JOSE	West Haven	\$24,000.00
PRBD201902245	Basement Development	DALE WAYNE R	Willow Park	\$18,000.00
PRBD201902268 (Issued-16/08/2019)	Accessory Structure - Detached Garage	MARSHALL ROSS REDFORD	West Haven	\$20,000.00
PRBD201902271 (Issued-20/08/2019)	Basement Development	HORNER LIAM	Meadowview Park	\$14,000.00
PRBD201902274 (Issued-14/08/2019)	Accessory Structure - Hot Tub	SPARROW JEREMY A	Meadowview Park	\$14,000.00
PRBD201902276 (Issued-19/08/2019)	Accessory Structure - Deck Uncovered	LOKOS TAYLOR A	Meadowview Park	\$1,500.00
PRBD201902284 (Issued-27/08/2019)	Accessory Structure - Deck Uncovered	Sustain Developments Inc.	Leduc Estates	\$31,000.00
PRBD201902287	Accessory Structure - Hot Tub	Sustain Developments Inc.	Leduc Estates	\$5,000.00
PRBD201902290	Basement Development	PRIORITY BUILDERS INC	Windrose	\$17,500.00
PRBD201902292	Addition - Deck Cover/Roof	NORMAN FLOYD JESSE	Bridgeport	\$5,000.00
PRBD201902307 (Issued-19/08/2019)	Alteration and improvements	LOOV SHANE B	South Park	\$6,000.00
PRBD201902335	Basement Development	HUGHES JAMIE T	Robinson	\$30,000.00
PRBD201902338	Basement Development	MUELLER JANETTE	Windrose	\$20,000.00
PRBD201902345 (Issued-19/08/2019)	Accessory Structure - Deck Uncovered	STEIN NANCY	Central Business District	\$5,000.00
PRBD201902346 (Issued-19/08/2019)	Accessory Structure - Deck Uncovered	STEIN NANCY	Central Business District	\$5,000.00
PRBD201902358 (Issued-29/08/2019)	Accessory Structure - Detached Garage	HOMES BY AVI (EDMONTON) LP	Southfork	\$12,000.00
PRBD201902381	Basement Development	GARD TYLER S	Suntree	\$22,000.00





## Building Permit Detail Summary

August 1, 2019-August 30, 2019 (inclusive)

PRBD201902392 (Issued-23/08/2019)	Basement Development	Trident Painting and Contracting	Alexandra Park	\$20,000.00
PRBD201902395 (Issued-22/08/2019)	Alteration and improvements	SCHNEIDER TREVOR J	Windrose	\$22,000.00
PRBD201902397	Basement Development	MCPHERSON DONALD CHARLES	Deer Valley	\$49,000.00
PRBD201902400	Accessory Structure - Hot Tub	SAWATZKY JEFFREY BRYAN	Deer Valley	\$18,000.00
PRBD201902405 (Issued-27/08/2019)	Accessory Structure - Deck Uncovered	WALLIS CORY	Deer Valley	\$1,800.00
PRBD201902410 (Issued-27/08/2019)	Accessory Structure - Detached Garage	WALLIS CORY	Deer Valley	\$14,000.00
PRBD201902435 (Issued-28/08/2019)	Accessory Structure - Deck Uncovered	Coventry Homes Inc.	Woodbend	\$3,000.00
PRBD201902445	Basement Development	FROESE JORDAN	Southfork	\$6,750.00
PRBD201902465 (Issued-30/08/2019)	Accessory Structure - Detached Garage	BEDROCK HOMES LIMITED	Woodbend	\$12,000.00
PRBD201902466 (Issued-27/08/2019)	Accessory Structure - Deck Uncovered	ENCORE MASTER BUILDER INC.	West Haven	\$5,000.00
PRBD201902495	Basement Development	JEVNE DAVID	Suntree	\$33,000.00
PRBD201902520	Basement Development	YANG ERICA I	0 Southfork	\$18,000.00
PRBD201902581	Basement Development	CUNNINGHAM BRANDON M	Suntree	\$15,000.00
PRBD201902586	Basement Development	Reside Renovations Ltd	Tribute	\$45,000.00
PRBD201902617 (Finaled-29/08/2019)	Accessory Structure - Deck Uncovered	BASKIER CLAYTON	Suntree	\$4,000.00

**Subtotal**

**54**

**2**

**\$1,119,640.00**

### Single Detached Dwelling

Permit	Type of Work	Builder	Units	Area	Valuation
PRBD201902032 (Issued-16/08/2019)	New Construction - Single Detached Dwelling	HOMES BY SHER-BILT INC	1	South Telford	\$350,000.00
PRBD201902181 (Issued-08/08/2019)	New Construction - Single Detached Dwelling	HOMES BY SHER-BILT INC	1	Robinson	\$350,000.00
PRBD201902197 (Issued-14/08/2019)	New Construction - Single Detached Dwelling	HOMES BY AVI (EDMONTON) LP	1	Southfork	\$358,000.00
PRBD201902315 (Issued-26/08/2019)	New Construction - Single Detached Dwelling	HOMES BY SHER-BILT INC	1	Robinson	\$400,000.00





## Building Permit Detail Summary

August 1, 2019-August 30, 2019 (inclusive)

PRBD201902348 (Issued-26/08/2019)	New Construction - Single Detached Dwelling	Prominent Homes Edmonton Ltd	1 Black Stone	\$338,000.00
PRBD201902352 (Issued-20/08/2019)	New Construction - Single Detached Dwelling	Prominent Homes Edmonton Ltd	1 Black Stone	\$341,000.00
PRBD201902359 (Issued-28/08/2019)	New Construction - Single Detached Dwelling	BEDROCK HOMES LIMITED	1 Robinson	\$484,149.00
PRBD201902398 (Issued-15/08/2019)	New Construction - Single Detached Dwelling	LOOK MASTER BUILDER EDMONTON INC	1 Black Stone	\$385,000.00
PRBD201902406 (Issued-19/08/2019)	New Construction - Single Detached Dwelling	JAYMAN BUILT LTD	1 Southfork	\$700,000.00
PRBD201902407 (Issued-14/08/2019)	New Construction - Single Detached Dwelling	LOOK MASTER BUILDER EDMONTON INC	1 Black Stone	\$343,000.00
PRBD201902486 (Issued-29/08/2019)	New Construction - Single Detached Dwelling	HOMES BY AVI (EDMONTON) LP	1 Southfork	\$409,063.00
PRBD201902499 (Issued-29/08/2019)	New Construction - Single Detached Dwelling	Coventry Homes Inc.	1 Woodbend	\$480,000.00
PRBD201902500 (Issued-26/08/2019)	New Construction - Single Detached Dwelling	CRANSTON HOMES LTD	1 Black Stone	\$295,000.00
PRBD201902563 (Issued-27/08/2019)	New Construction - Single Detached Dwelling	ENCORE MASTER BUILDER INC.	1 West Haven	\$438,619.31
PRBD201902564 (Issued-30/08/2019)	New Construction - Single Detached Dwelling	ART CUSTOM HOMES INC	1 Meadowview Park	\$260,000.00
PRBD201902569 (Issued-23/08/2019)	New Construction - Single Detached Dwelling	ENCORE MASTER BUILDER INC.	1 West Haven	\$230,000.00
PRBD201902649 (Issued-30/08/2019)	New Construction - Single Detached Dwelling	SEHJAS HOMES LTD	1 Deer Valley	\$490,000.00
<b>Subtotal</b>		<b>17</b>	<b>17</b>	<b>\$6,651,831.31</b>
<b>Total</b>		<b>83</b>	<b>43</b>	<b>\$18,077,322.31</b>

**TOTAL RESIDENTIAL UNITS COMPARISON OF 2019 TO 2018**

<b>YEAR 2019</b>	<b>Single Family</b>	<b>Duplex (side by side and up &amp; down)</b>	<b>Multi Family (3-plex, 4-plex, townhouse, rowhousing and apartments)</b>	<b>Secondary Suites</b>
	<b>No. of Units</b>	<b>No. of Units</b>	<b>No. of Units</b>	<b>No. of Units</b>
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	17	6	18	2
September				
October				
November				
December				
<b>Year-to-date Totals</b>	<b>108</b>	<b>28</b>	<b>31</b>	<b>34</b>

<b>YEAR 2018</b>	<b>Single Family</b>	<b>Duplex (side by side and up &amp; down)</b>	<b>Multi Family (3-plex, 4-plex, townhouse, rowhousing and apartments)</b>
	<b>No. of Units</b>	<b>No. of Units</b>	<b>No. of Units</b>
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	11	2	10
September			
October			
November			
December			
<b>Year-to-date Totals</b>	<b>147</b>	<b>53</b>	<b>28</b>



**TOTAL PERMIT VALUE COMPARISON OF 2019 TO 2018**

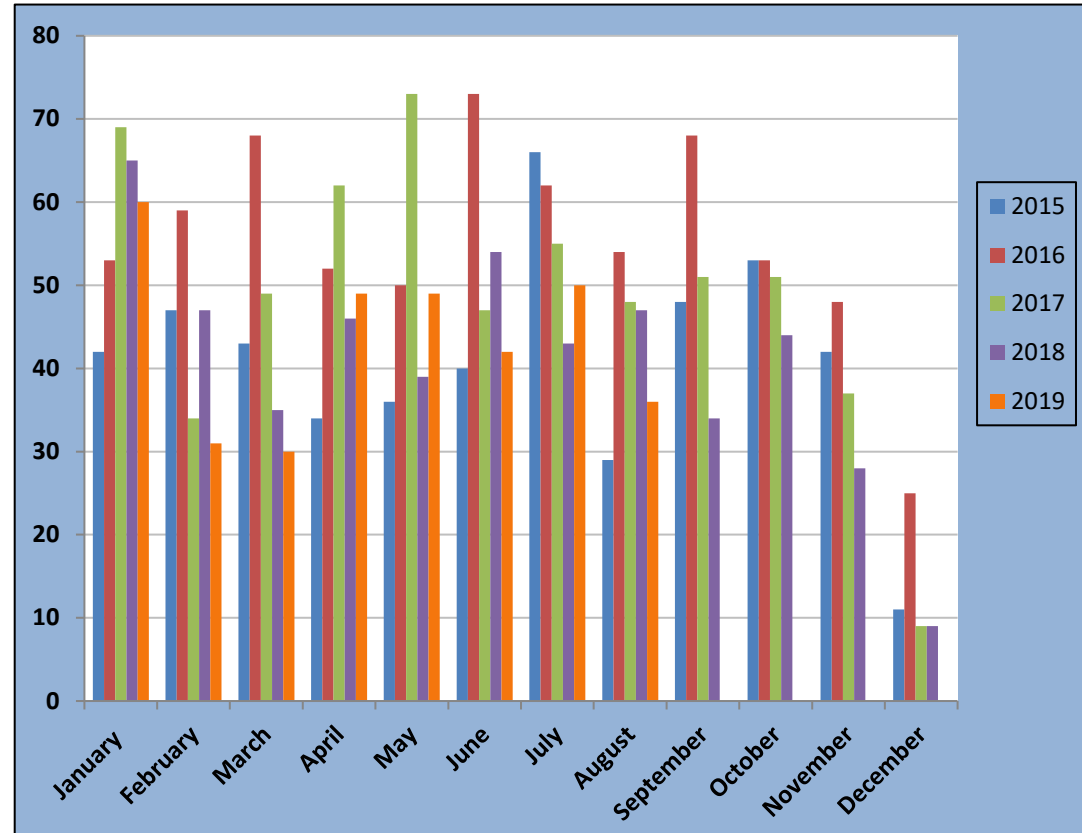
Year 2019	Residential Permits	Commercial Permits	Institutional Permits	Industrial Permits	Total of all Building Permits
January	\$ 3,104,500.00	\$ 598,936.00	\$ 45,000.00	\$ 4,988,000.00	\$ 8,736,436.00
Feburary	\$ 4,713,250.00	\$ 266,982.66	\$ 270,000.00	\$ 80,000.00	\$ 5,330,232.66
March	\$ 6,835,444.00	\$ 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	\$ 12,171,077.31	\$ 154,000.00	\$ -	\$ 5,752,245.00	\$ 18,077,322.31
September					
October					
November					
December					
Year-to-date Totals	\$ 61,667,346.23	\$ 7,502,320.66	\$ 366,900.00	\$ 19,830,007.00	\$ 89,366,573.89

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	\$ 7,363,340.00	\$ 620,000.00	\$ 193,174.00	\$ -	\$ 8,176,514.00
September					
October					
November					
December					
Year-to-date Totals	\$ 82,364,624.26	\$ 2,623,301.00	\$ 4,620,274.00	\$ 1,783,207.00	\$ 91,391,406.26

License #	Business Name	Address	Activity	Contact	Category	TaxRoll
LCB201900716	OLIE'S REPAIR	287 AMEENA DR, Leduc, AB	Vehicle inspections (off-site); parts buy & sell	5875965764	Home Based	019826
LCB201900762	Under the Sun Stained Glass and Glass Art Studio	4915 50 AVE, Leduc, AB	Glass Art Studio & Gallery (manufacturing & classes)	7807186482	General	010262
LCB201900803	Doodabug Dreamer	6201 50 ST, Leduc, AB	Retail sales of handbag supplies & sewing classes	7809800010	General	010384
LCB201900913	Bow And Tie Events	4720B 50 AVE, Leduc, AB	Selling party supplies	7808500410	General	
LCB201900916	AURORA MASSAGE AND WELLNESS	2 MCLEAN COURT, Leduc, AB	MASSAGE THERAPY	4036141417	Home Based	018445
LCB201900922	ALLEGRO MUSIC STUDIO	5205 47 AVE, Leduc, AB	PIANO STUDIO FOR LESSONS	7809049470	Home Based	009830
LCB201900935	KING LIQUOR	6056 47 ST, Unit:102, Leduc, AB	Retail Liquor Store	7804994964	General	
LCB201900941	RIGID OILFIELD SERVICES LTD	7601 42 ST, Leduc, AB	OILFIELD SERVICE	7809874903	General	013617
LCB201900950	Sundberg Studios	401 SOUTHFORK DR, Unit:279	Photography	7803623430	Home Based	017406
LCB201900959	Farm to Fork Event	5207 50 AVE, Leduc, AB	FARM TO FORK EVENT - Aug. 10th	5873362292	Mobile	010289
LCC201900961	Rayhana Homes Ltd.		Residential building construction	7807587550	Non-Resident	
LCC201900971	GO Contracting & Consulting Inc.		Electrical/ HVAC/ Controls	7806689949	Non-Resident	
LCC201900976	PRIORITY BUILDERS		RENOVATION/ PLUMBING/ GAS	7802571003	Non-Resident	
LCC201900980	S & H Drywall Ltd		Residential Drywall Services	7809329585	Non-Resident	
LCB201900982	Limber Environmental Ltd.	4611 43 ST, Leduc, AB	Landscape maintenance, tree care & snow removal	7802173124	Home Based	009249
LCC201900987	EllisDon Construction Services Inc.		General contractor, construction services	7804443042	Non-Resident	
LCC201900988	Sustain Developments Inc.		Deck Contractor	7802375848	Non-Resident	
LCB201900993	GET IN THE LOOP EVENT		MOBILE MARKETING, Event Aug. 18th	7809404499	Mobile	
LCC201900994	Orso Electric Inc		Electrical contracting	7807175160	Non-Resident	
LCC201901008	Reside Renovations Ltd		Interior & Exterior Renovations	7807779772	Non-Resident	
LCB201901016	Red Wing Sporting Goods 1992 Ltd	4330 BLACK GOLD DR, Leduc, AB	Retail - Camp Event, Aug. 12th	7809290023	Mobile	005981
LCB201901017	RED SWAN PIZZA	30 LEDUC TOWNE CENTRE	PIZZA RESTAURANT	7802288732	General	
LCC201901020	Flint, a Division of Clearstream Energy Services Inc		ELECTRICAL	4039671304	Non-Resident	
LCC201901024	AUSTIN SECURITY LTD		ALARM/CAMERA INSTALLATION	7804482809	Non-Resident	
LCC201901023	OLSON MECHANICAL LTD.		Plumbing/Gas	7804683001	Non-Resident	
LCB201901027	3D CARPET CLEANING	184 KEYSTONE CRES, Unit:201	SERVICE/CLEANING	3063071754	Home Based	
LCC201901033	LOMBARD		ARCHITECTURAL DESIGN/ BUILDERS	7804821334	Non-Resident	
LCC201901034	LAN-CON SERVICES LTD.		LANDSCAPING & MAINTENANCE; HOTSHOT	7805544378	Non-Resident	
LCB201901039	L.A. SHARPENING INC	4601 61 AVE, Leduc, AB	SHARPENING/ GROOMING RETAIL	7809044552	General	016206
LCC201901043	Pure Wave Electric		Electrical Contractor	7809205616	Non-Resident	
LCB201901045	GetintheLoop	4810 50 AVE, Leduc, AB	Mobile Marketing	7809404499	General	010249
LCC201901060	2110766 ALBERTA INC.	3 SHOREWOOD CRES, Leduc, AB	CONSTRUCTION	7809804679	Home Based	014875
LCC201901062	RMP Developments Inc.		Journeyman carpenter; home repair and renovation	7809916235	Non-Resident	
LCC201901066	STAN RENOVATIONS LTD		EXTERIOR RENOVATIONS	7809202408	Non-Resident	
LCC201901073	SMOOTH CONCRETE SERVICES LTD		CONCRETE	7807816796	Non-Resident	
LCB201901078	APS LANDSCAPING INC.		LANDSCAPE CONSTRUCTION	7802465106	Non-Resident	
Total	36					

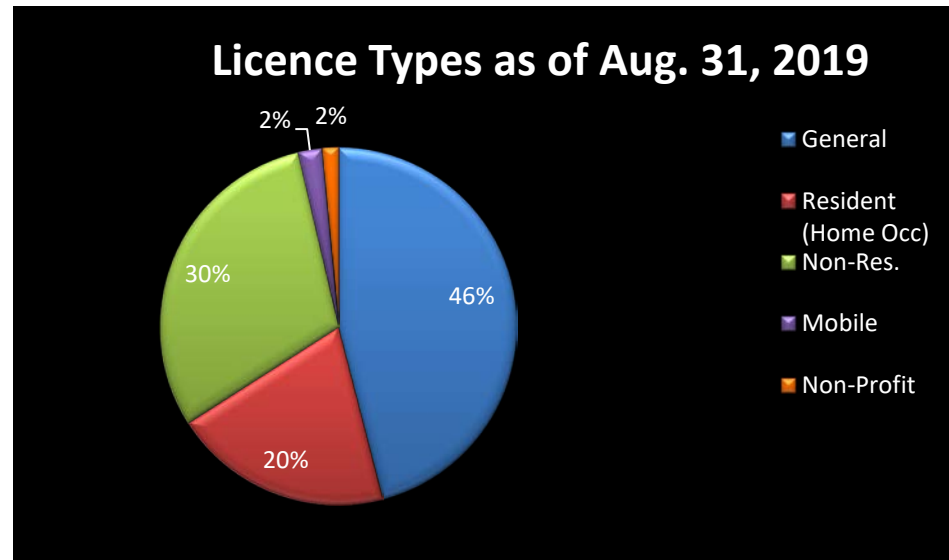
## Newly Issued Business Licences Comparison by Year

	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	36
September	48	68	51	34	
October	53	53	51	44	
November	42	48	37	28	
December	11	25	9	9	
<b>Total</b>	<b>491</b>	<b>665</b>	<b>585</b>	<b>491</b>	<b>347</b>



**Current Licence Types**

	General	Resident	Non-Res.	Mobile	Non-Profit	Total
January	778	289	376	6	19	<b>1468</b>
February	885	335	424	7	26	<b>1677</b>
March	923	363	467	8	30	<b>1791</b>
April	944	381	499	13	30	<b>1867</b>
May	949	393	545	19	30	<b>1936</b>
June	957	407	568	33	31	<b>1996</b>
July	968	420	613	42	31	<b>2074</b>
August	973	423	644	46	31	<b>2117</b>
September						<b>0</b>
October						<b>0</b>
November						<b>0</b>
December						<b>0</b>

**2015 Year End for Comparison**

<b>Total</b>	936	371	840	41	15	2203
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**2016 Year End for Comparison**

<b>Total</b>	971	403	809	44	23	2250
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**2017 Year End for Comparison**

<b>Total</b>	972	405	895	23	30	2325
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**2018 Year End for Comparison**

<b>Total</b>	999	413	860	48	29	2349
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