

REGULAR COUNCIL MEETING AGENDA
TUESDAY, OCTOBER 9, 2018 AT 7:00 P.M.
COUNCIL CHAMBERS, LEDUC CIVIC CENTRE
1 ALEXANDRA PARK, LEDUC, ALBERTA
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I. ADOPTION OF AGENDA

II. ITEMS FOR DISCUSSION AND RELATED BUSINESS

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

III. ADOPTION OF PREVIOUS MINUTES

- A. Approval of Minutes of the Regular Council Meeting held Monday, September 24, 2018

IV. RECOGNITION ITEMS

There are no Recognition Items for the Agenda.

V. PUBLIC COMMENTARY

VI. PUBLIC HEARING

Explanation of the Public Hearing Process

- A. Bylaw No. 997-2018 - Redistricting Part of Block B, Plan 7921548 (Telford Lake ER/MR)

Call for Persons to Speak

VII. PRESENTATIONS

Mayor B. Young

- A. Alberta Emergency Services Medal Presentations

VIII. BUSINESS

Chief G. Clancy /
DC G. Kelly /
G. Unger

- A. Leduc Emergency Management Agency Update

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PAGE 2**



D. Melvie /
J. Guthrie

B. Sport Tourism Update - Rogers Hometown Hockey / Canada Cup of Curling

S. Davis /
B. Loewen

C. Council Remuneration

IX. BYLAWS

K. Woitt

A. Bylaw No. 997-2018 - Redistricting Part of Block B, Plan 7921548
(Telford Lake ER/MR) (2nd & 3rd Readings)

X. PUBLIC COMMENTARY

XI. IN-CAMERA ITEMS

There are no In-Camera Items for the Agenda.

XII. RISE AND REPORT FROM IN-CAMERA ITEMS

XIII. UPDATES FROM BOARDS & COMMITTEES

A. Council Member Updates from Boards & Committees

B. Council Member Updates from Commissions, Authorities, Other

XIV. INFORMATION REPORTS

A. Mayor's Report

B. Building Inspector's Report

C. Newly Issued Business Licences

XV. ADJOURNMENT

ADOPTION OF AGENDA

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

ITEMS FOR DISCUSSION AND RELATED BUSINESS

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

Also Present M. Pieters, Acting City Manager, and M. Hormazabal, Deputy City Clerk

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

I. ADOPTION OF AGENDA

MOVED by Councillor B. Beckett that the agenda be adopted as presented.

Motion Carried Unanimously

II. ITEMS FOR DISCUSSION AND RELATED BUSINESS

A. Selected Items for Debate

The following items were selected for debate:

VIII. BUSINESS

A. Edmonton Region Waste Advisory Committee Advocacy Opportunity

IX. BYLAWS

C. Bylaw No. 998-2018 – Adding 'Government Service' to DC(22) Land Use District (Amending Bylaw No. 947-2017) (2nd & 3rd Readings)

B. Vote on Items not Selected for Debate

Votes recorded under item headings.

III. ADOPTION OF PREVIOUS MINUTES

A. Approval of Minutes of the Regular Council Meeting held Monday, September 10, 2018

MOVED by Councillor G. Finstad that the minutes of the Regular Council Meeting held Monday, September 10, 2018, be approved as presented.

Motion Carried Unanimously

IV. RECOGNITION ITEMS

A. Leduc Achievement Award – R. Blackburn

Mayor B. Young and Deputy Mayor B. Beckett presented R. Blackburn with the Leduc Achievement Award in recognition of her courageous efforts to rescue a drowning man on the North Saskatchewan River near Devon this summer.

R. Blackburn thanked the City of Leduc for the award.

V. PUBLIC COMMENTARY

There was no public commentary.

VI. PUBLIC HEARING**A. Bylaw No. 998-2018 – Adding ‘Government Service’ to DC (22) Land Use District (Amending Bylaw No. 947-2017)**

Mayor B. Young declared the Public Hearing for Bylaw No. 998-2018 open at 7:05 pm.

Written Submissions:

No written submissions were received.

Presentations:Administration

There were no presentations from Administration.

Other Presentations

There were no other presentations.

Mayor B. Young declared the Public Hearing for Bylaw No. 998-2018 closed at 7:06 pm.

VII. PRESENTATIONS

There were no presentations.

VIII. BUSINESS**A. Edmonton Region Waste Advisory Committee Advocacy Opportunity**

Councillor G. Finstad, informed that at the most recent Capital Region Waste Minimization Advisory Committee meeting they changed their name to Edmonton Region Waste Advisory Committee (“ERWAC”).

The ERWAC is seeking Mayor and Councils’ support to encourage the Government of Alberta to establish an Extended Producer Responsibility policy and program approach in Alberta.

MOVED by Councillor G. Finstad that Council:

1. Support the Extended Producer Responsibility policy and program approach in Alberta; and
2. Direct Administration send a letter to the City’s MLA endorsing support.

Responsible Dept.

City Manager

Motion Carried Unanimously

IX. BYLAWS

A. Bylaw No. 996-2018 – Repealing Bylaw #2 (1st, 2nd & 3rd Readings)

Administration recommends that Bylaw No. 996-2018 receive first, second and third readings.

MOVED by Councillor G. Finstad that Council give Bylaw No. 996-2018 First Reading.

Motion Carried Unanimously

MOVED by Councillor G. Finstad that Council give Bylaw No. 996-2018 Second Reading.

Motion Carried Unanimously

MOVED by Councillor G. Finstad that Bylaw No. 996-2018 be considered for Third Reading.

Motion Carried Unanimously

MOVED by Councillor G. Finstad that Council give Bylaw No. 996-2018 Third Reading.

Motion Carried Unanimously

**B. Bylaw No. 997-2018 – Redistricting Part of Block B, Plan 7921548 (Telford ER/MR)
(1st Reading)**

Administration recommends that Bylaw No. 997-2018 receive first reading.

MOVED by Councillor G. Finstad that Council give Bylaw No. 997-2018 First Reading.

Motion Carried Unanimously

**C. Bylaw No. 998-2018 – Adding “Government Services” to DC(22) Land Use District
(Amending Bylaw No. 947-2017) (2nd & 3rd Readings)**

Administration recommends that Bylaw No. 998-2018 receive second and third readings.

MOVED by Councillor L. Hansen that Council give Bylaw No. 998-2018 Second Reading.

Motion Carried Unanimously

MOVED by Councillor G. Finstad that Council give Bylaw No. 998-2018 Third Reading.

Motion Carried Unanimously

X. PUBLIC COMMENTARY

There was no public commentary.

XI. IN-CAMERA ITEMS

There were no in-camera items.

XII. RISE AND REPORT FROM IN-CAMERA ITEMS

XIII. INFORMATION REPORTS

A. Mayor's Report

There was no discussion.

XIV. ADJOURNMENT

The Council meeting adjourned at 7:14 pm.

B. YOUNG
Mayor

M. HORMAZABAL
Deputy City Clerk

RECOGNITION ITEMS

There were no Recognition Items.

PUBLIC COMMENTARY

NOTICE OF PUBLIC HEARING PROPOSED AMENDMENT TO LAND-USE BYLAW

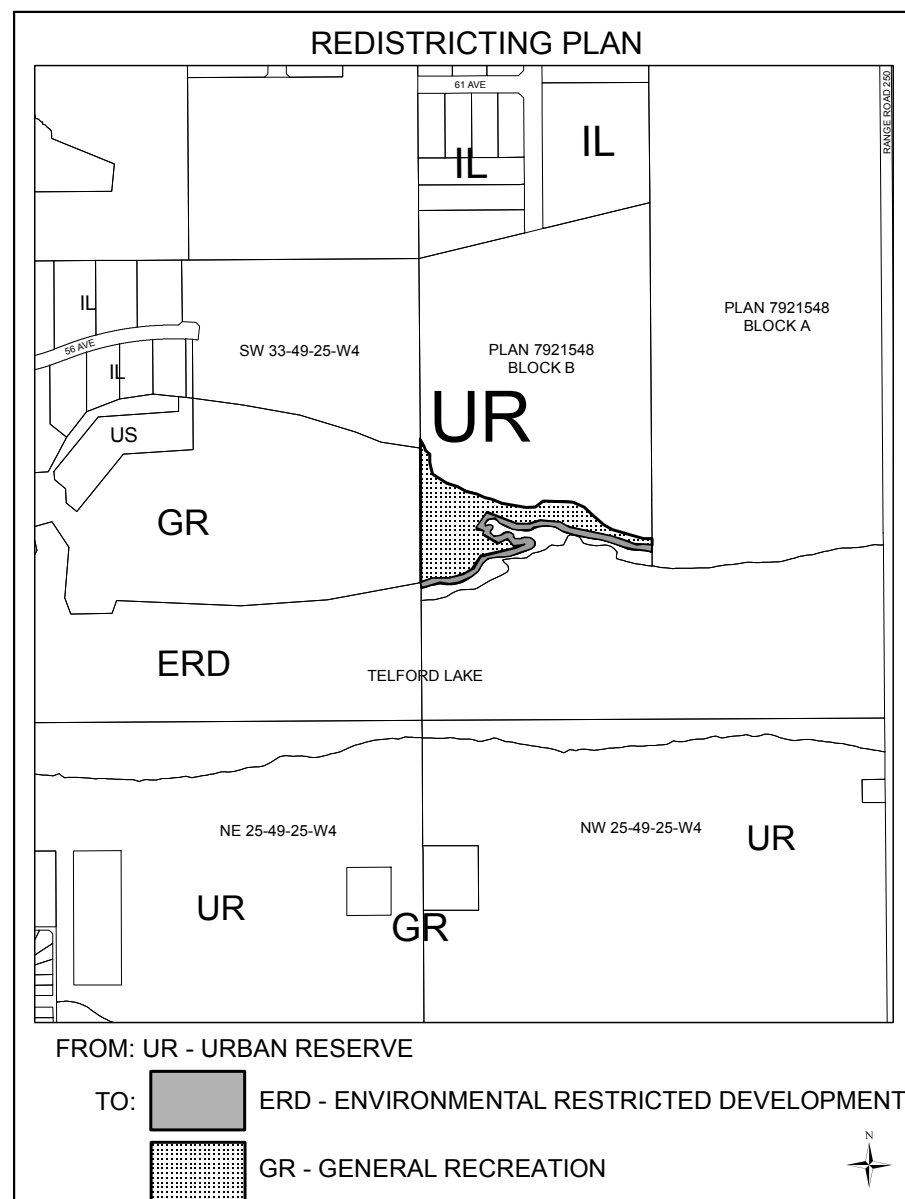
The Following Information is Common to the Bylaw Presented

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. 997-2018

The purpose of proposed Bylaw No. 997-2018 is to amend Bylaw No. 809-2013, the Land Use Bylaw of the City of Leduc, by redistricting part of Block B, Plan 7921548 from UR – Urban Reserve to GR – General Recreation and ERD – Environmental Restricted Development. The redistricting will allow for the protection of environmentally sensitive lands around Telford Lake as Environmental Reserve (ER) and will also facilitate the construction of multiway within Municipal Reserve (MR).

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.



Public Hearing – October 9, 2018

At its meeting on **Tuesday, October 9, 2018 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, **Tuesday, October 9, 2018.** They may also be heard by responding to the Mayor's call for delegations at the time of the public hearing. Written submissions must be submitted to the City Clerk's Office, City Hall, before 12:00 noon, **Friday, October 5, 2018.**

This notice is being advertised in the September 21 and 28, 2018 issues of this newspaper.

Bylaw No. 997-2018

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AMENDMENT #84 - TO BYLAW NO. 809-2013, THE LAND USE BYLAW

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

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

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

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

PART I: APPLICATION

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

Part of Block B, Plan 7921548
(consisting of 3.303 ha more or less)

From: UR – Urban Reserve
To: GR – General Recreation
ERD – Environmental Restricted Development

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

PART II: ENACTMENT

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

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

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

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

Date Signed

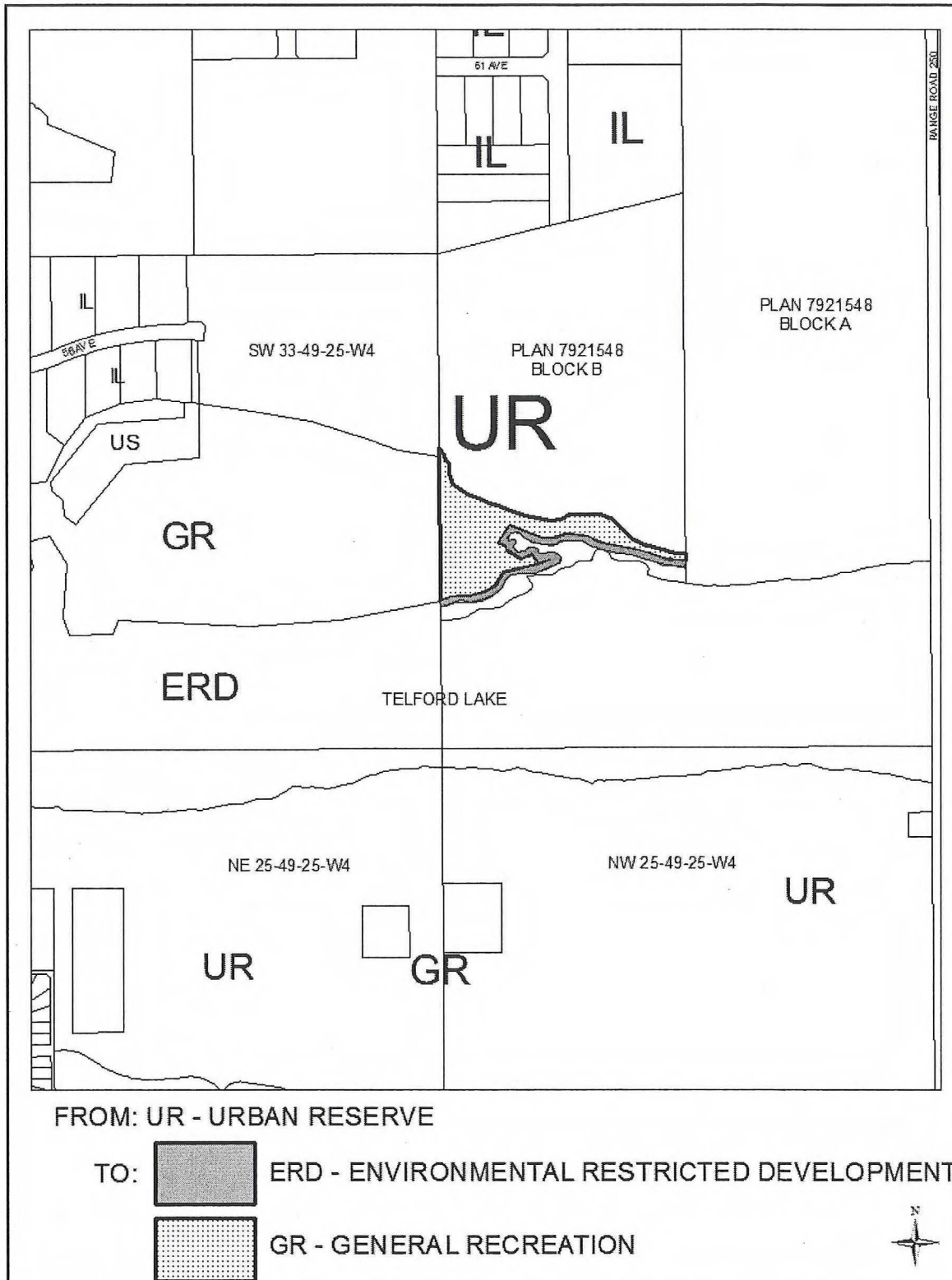
APPROVED
As to Form
B. L.

City Solicitor

Robert Young
MAYOR

Sandra Davis
CITY CLERK

SCHEDULE A



PRESENTATIONS

Alberta Emergency Services Medal Presentations

Presented by:

Mayor B. Young

MEETING DATE: October 9, 2018

SUBMITTED BY: Chief George Clancy, Director
Leduc Emergency Management Agency

PREPARED BY: same

REPORT TITLE: Leduc Emergency Management Agency Update

REPORT SUMMARY

This report will provide a summary of the 2018 annual City of Leduc Emergency Management Agency (LEMA) Exercise – Iron Horse. This report meets the requirements set out under the Alberta Emergency Act and our Municipal Emergency Plan and is submitted by LEMA as information

BACKGROUND

KEY ISSUE(S) / CONTEXT:

Under the Albert Emergency Management Act, Sec. 11 (a), each Alberta Municipality is responsible to prepare and approve emergency plans and programs to ensure that their municipality can respond to and mitigate any emergent event found within our City limits.

Each year, the LEMA tests the City of Leduc Municipal Emergency Plan (MEP). This comes in the form of an exercise, which ensures that those responsible can activate the plan and identify any recommendations for improvement.

Exercise Iron Horse simulated, via an operational tabletop exercise a response to a train derailment of a CP freight train with 2 locomotives and 110 rail cars of mixed products containing crude oil, grain, and corrosive liquids at Black Gold Drive and 47th Street. This was due to a collision between the freight train and a semi-tractor trailer hauling anhydrous ammonia.

The exercise objectives were:

- Test the City of Leduc Municipal Emergency Plan and the City of Leduc Evacuation Plan
- Seek out ways to cross pollinate emergency plans
- Familiarization of capacity requirements relative to each individual agency
- Identify gaps and opportunities in agency processes
- Understand how technology and information sharing can assist in the response and recovery
- Participants have an enhanced understanding of the ICS methodology
- Have better knowledge of their own capabilities and skills relative to emergency management.
- To foster a common language between health care agencies during an incident as complicated as a derailment of a train

LESSONS LEARNED:

The focus of this event was to test the City of Leduc Evacuation Plan. This exercise also allowed other facilities, housing some of our most vulnerable populations, to test their evacuation plans: Hospital, Extendicare, and schools.

To evacuate these types of facilities is resource heavy. Unfortunately, these resources are not freely available during an emergency, hence the reason for those housing such vulnerable populations to have a plan that would include their own resources to accomplish an evacuation.

The event identified many areas of concern for our Extendicare facilities. A recommendation to establish protocols that will assist Long Term Care Facilities during an emergency was identified as an immediate priority. Leduc Emergency Management Agency has connected senior management from these facilities with Alberta Health Services Continuing Care. This will ensure that each facility has an evacuation plan in place, which will identify the resources required to migrate through such a task during an emergency. All recommendations from the exercise are now assigned to each specific business unit.

IMPLICATIONS:

Organizational – Cross-Departmental Consultation:

- Finance
- FCSS
- LEMA
- Fire Services

All recommendations identified through the exercise have been sent to the respective business units for follow up.

SUMMARY:

Each exercise brings its own challenges, and for each exercise, we raise the bar a little higher. However, no matter how high we set the bar, City staff step up to the challenge and successfully meet all of our expectations.

The attached final report is for information only and provides the Executive Management Team a synopsis of the event, lessons learned, and recommendations. These recommendations will further improve our response to a disaster and help improve other aspects of our Municipal Emergency Plan

ATTACHMENTS:

After Action Report – Iron Horse Exercise

Others Who Have Reviewed this Report

P. Benedetto, City Manager / D. Melvie, General Manager, Community & Protective Services



Exercise Iron Horse

After Action Report

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Scope

The 2018 annual City of Leduc Emergency Management Exercise focused on exercising the City's evacuation plan. The focus of the exercise was on the main CP Rail Line between Block Gold Drive and 51st Ave in Leduc. The exercise was to identify gaps in the evacuation of two long term health facilities Salem Manor, Extended Care and the Leduc Community Hospital. In addition; the surrounding subdivisions of South Telford including East Elementary School, the Down Town area including Alexandra Park and the apartment Blocks along 46th and 47th Street.

Exercise Scenario

At 09:00hrs a CP freight Train with 2 Engines and 110 rail cars of mixed products such as crude oil, grain and corrosive liquids collides with a Semi-tractor trailer hauling anhydrous ammonia who is illegally crossing the rail line at Black Gold Drive and 47th St. attempting to beat the train.

As a result of the collision 20 rail cars and the 2 front locomotives derail, 4 of the cars spill their contents of flammable crude oil igniting creating a toxic smoke plume that is wind driven from the North East. The debris field stretches from 42nd Ave to 51st Ave blocking the rail crossings at Rollyview Road, Blackgold Dr. and 50th Ave.

Burning rail cars are located between 46th Ave and 51st Ave. The Semi-trailer is leaking its anhydrous ammonia and forming a toxic cloud in the area of 51st Ave where the locomotives and tractor-trailer came to rest post collision.

Due to the seriousness of the event, Leduc Hospital, Salem Manor Nursing Home, Extended Care Nursing Home and affected Subdivision are to be evacuated because of the incident. In addition, apartments and residences adjacent to the tracks on both east and west sides have to be evacuated as a precaution.

Exercise Objectives

- Seek out ways to cross pollinate emergency plans
- Familiarization of capacity requirements relative to each individual agency
- Identify gaps and opportunities in agency processes
- Understand how technology and information sharing can assist in the response and recovery
- Participants have an enhanced understanding of the ICS methodology
- Have better knowledge of their own capabilities and skills relative to emergency management.
- To foster a common language between health care agencies during an incident as complicated as a derailment of a train



Exercise Participating Agencies

City of Leduc

- Council
- Fire Services
- Public Services
- Finance
- Engineering
- Corporate Services
- Enforcement Services
- FCSS
- Geomatics Services
- Leduc Transit

Allied Agencies

- Alberta Emergency Management Agency (AEMA)
- Alberta Health Services
- Alberta Health Services/EMS
- Black Gold Regional Schools
- St Albert Emergency Management
- Strathcona Emergency Management
- Alberta Solicitor General (Medical Examiner Office)
- Salem Manor
- Extended Care
- Canadian Pacific Railway (CP Rail)
- Leduc RCMP
- Northern Alberta Institute of Technology (NAIT)

Alberta Health Services

- AHS Emergency Operations Centre
- Hospitals (6) Site Command Posts
- Zone Emergency Operations Centre
- Covenant Health
- Medical Affairs
- EMS
- RAAPID
- Community Care Branch



- Acute Care Branch
- Population, Public & Aboriginal Health
- Community, Seniors, Addiction and Mental Health
- Support Services
- Cancer Control
- Environmental Public Health
- Business Continuity
- Human Resources

Lessons Learned

Leduc Emergency Management Agency

1. Consult with AHS Continuing Care to establish protocols pertaining to supporting Long Term Care Facilities during major emergencies
 - a. Met with Mr. Eric Bone, Director Edmonton Zone Operations Emergency / Disaster Management for Alberta Health Services, to schedule a meeting with stakeholders. The meeting will be scheduled mid to late June.
2. Have ECC phone lines ring continuous rather than rerouting to the main number 780-980-7177
3. Add additional ICS Vests to the current inventory include Section and name on front also.
4. Have large poster sized documents produced which can be marked up and reused to facilitate the sharing of critical information specifically:
 - a. ICS Form 215 Operational Planning Worksheet
 - b. The Planning P
 - c. ICS For 207E Organization Chart
5. Print off hard Copies of ICS form and ready for use in each section

Emergency Coordination Center Agency (ECC)

ECC Manager

1. Everyone was encouraged to regularly review the MEP and update contact information. Contact information is captured in the global contact lists provided by each department.
2. It takes a lot of people to get this job done. There was a lot of great information flowing through. We did see some silos; flow of information to other areas is crucial.
3. Consideration needs to be given in the City's Long Term Facility Master Plan for the construction of an additional Fire House on the east side of the rail road tracks to ensure community safety. The scenario identified this inability to respond appropriately to the East side of the city.

Finance Section

1. Finance Emergency Kit (Secured) Located in Finance and or ECC containing the following:
 - a. Plastic file folder organizers to organize receipts



- b. Ikea hanging folder inboxes for people to submit invoices/ receipts (label each folder)
 - c. Develop a timesheet for Finance kit: work locations, date, start & end time
 - d. Modify the internal requisition form and make copies for kit
 - e. List of Finance GL codes
 - f. PO book should be in the Finance kit
 - g. Consider a credit card specifically for Finance emergency kit, with a high limit.
 - h. Cheat sheet for acronyms
 - i. Laminated Organizational Chart to fill in position names and contact information.
 - j. Finance binder: add employee contacts including cell phone numbers for key finance staff.
 - k. Ensure the Finance tote kit is accessible at all times, in situations where the ECC may not be available. Multiple kits are suggested in various locations.
2. Set a procedure for when invoices should be submitted (e.g. 10 am each morning and 2 pm each afternoon). Check inbox twice a day.
 3. Ensure that the scribe has access to the Finance files. Move the necessary templates into a folder that everyone has access to. *Recommend using the Templates folder on the network.*
 4. Ensure Charles and Carol receives the ECC Activation notification emails. Jenn did not receive the ECC phone call or email notification.
 5. Strathcona Corporate team (HR, Finance and Operations) is developing a policy and handbook in regards to ECC position selection, timesheets/compensation, checklists, pack list, waivers/consent, etc. Develop a timesheet that tracks all the necessary information.
 6. There is a Finance Section Chief course running in November through Strathcona. Carol was encouraged to speak with Andrea Blunt, Finance Supervisor for Strathcona.
 7. Finance should have a procurement person in place (these individuals can be at their desk to be contacted as needed). Finance Chief should liaison between Logistics and Finance.
 8. Have Finance and Logistics located closer together in the ECC
 9. Ensure appropriate delegations for coverage: authorizations for purchasing, increasing credit card limits, signing authority, etc. Have a procedure in place so we are prepared.
 10. Set up standing orders with vendors; suggested to have an approved vendor list. Ensure vendors are appropriately selected (WCB coverage, OH&S team, easy to contact, quick response time)
 11. Planning should consider animal control plan for coyotes, bears, etc.; gas & water procurement



12. Coordinate with the landfill for disposal of hazardous materials (fridges, chemical spills).
13. Finance was not asked to attend the Tactics Meeting at 10:00 am – why? It is suggested that all Chiefs should be included to ensure clear communication.
14. List of acronyms
15. List of all forms and the purpose of each and who completes each form.

Planning Section

1. Planning Section recommend extending future exercises to a full day allowing objectives to be completed.
2. All participants echoed the need for position specific training e.g. Resource unit and situation unit leader
3. It would be beneficial if the exercise carried on into the afternoon, as the morning was a bit chaotic while everyone was trying to understand the situation. If the exercise was extended it would allow for closure of the activities discussed in the planning meeting.
4. Priority for people was looking after their independent area. It would be helpful to have people to brief other areas and share information, especially in a condensed emergency exercise.
5. Organize the ICS forms by each section for easy reference. Include this information in the section tote.

Operations Section

1. It would be beneficial if the exercise carried on into the afternoon, as the morning was a bit chaotic while everyone was trying to understand the situation. If the exercise was extended it would allow for closure of the activities discussed in the planning meeting.

Emergency Social Services (ESS)

1. Coordinate Reception Center Kits with regional partners.
2. More frequent communication of operational period time changes, including breaks between phases of the mock. For example, our team was informed that we were “set up” at the second reception centre when we were still planning the set up. More time to allow us to run through set up in real time or the addition of scheduled breaks to move from one operational period to the next.
3. Making sure as much evacuee information is provided to help ensure Reception Centre personnel is appropriate and sufficient for the situation at hand. For example, communication during the mock about the seniors facility being evacuated was not clearly communicated to everyone
4. Enhanced and role specific training for those designated as Section chiefs, including a planning element so that they are aware of all the work FCSS has done regarding MOUs and non-profit agreements;



5. Having a 24 hour clock to refer too in ALL ESS kits;
6. Enhancing the draft ESS Reception Centre maps that we have for the ECC;
7. Consider two call out lists on Everbridge; one for the team leads or supervisors and the other for the entire Community and Social Development team to ensure that they are aware of the situation and on standby;
8. Consider a table top exercise with the school boards to ensure we coordinate the evacuation of schools and the reception centre policies;
9. Consider adding maps in the ECC Section kits of neighbourhoods of Leduc;
10. Request input from those in the mock who participated as Branch Directors from each about what they felt was missing from their Section kit and then stocking it based on feedback;
11. Continue encouraging ESS team members to step into supervisory roles when requested by the RC manager.

Observer Group

1. We have taken care of the People and Equipment; we now need to fine tune Processes. This includes ensuring delegates are in place for relief, forms and procedures in place.
2. Facility Management – If we are in a State of Local Emergency every area gets their own breakout room. It is important that each area communicates with each other – ask questions.
3. A lot of the information is within the Emergency Plan, along with packaged resources. Everyone was encouraged to look at this plan, as it would have saved some time during the Tactics Meeting.
4. Everything was a controlled chaos, which is realistic in this type of situation. If the exercise ran too smoothly it would indicate that some things are being overlooked.
5. Suggested to have “key facts” displayed in the main ECC for quick reference.
6. It may be helpful to have positions on both the front and back of vests, so it is easier to find the individual you are seeking. Name tags would also be helpful.

Allied Agencies

Salem Manor

1. Received a call from AHS that they were supposed to arrange transportation for Salem. Salem was under the impression that they were to arrange their own transportation.
2. AHS should be the centre point to coordinate the facilities affected, but each facility should be responsible for their own evacuation plans. AHS will step in only when the Facilities cannot make their own arrangements and they have reached out.

Extended Care

1. Similar issues were identified regarding transportation.



Recommendation Action Items:

Appendix - RACI MATRIX

Responsible: The function or person responsible for undertaking the work. Accountable: The function or person with responsibility and authority to approve/disapprove the work. Consulted: The function or person to be consulted about the work and who needs to provide an input. Informed: The function or person who needs to be informed about the work.						
Item	Topic	Due Date	R	A	C	I
1	Facilitate and meet with AHS Continuing Care to establish protocols pertaining to supporting local Long Term Care Facilities during major emergencies.	Jun 27, 18	G. Kelly	DEM	DEM	LEMA
2	Have ECC phone lines ring continuous rather than rerouting to the main number 780-980-7177	July 15, 18	G. Unger	LEMA	DEM	LEMA
3	Add additional ICS Vests to the current inventory include Section and name on front also.	Sep 30, 18	G. Kelly	LEMA	DEM	LEMA
4	Have large reusable poster sized documents produced which can be marked up specifically: a. ICS Form 215 Operational Planning Worksheet b. The Planning P c. ICS For 207E Organization Chart <i>For ECC & Reception Centre</i>	Sep 30, 18	G. Kelly	LEMA	DEM	LEMA
5	Print off hard Copies of ICS form and ready for use in each section	Sep 30, 18	G. Kelly	LEMA	DEM	LEMA
6	Finance Emergency Kit (Secured) Located in Finance and or ECC	Sep 30, 18	C. Hounsell	J. Cannon	Dir. of Finance	LEMA
7	Ensure that the scribe has access to the Finance files. Move the necessary templates into a folder that everyone has access to. Recommend using the Templates folder on the network.	Sep 30, 18	C. Hounsell	J. Cannon	Dir. Of Finance	LEMA
8	Ensure all Finance staff are included in the mass notification database	June 30, 18	G. Unger	DEM	DEM	LEMA
9	Ensure appropriate delegations for coverage: authorizations for purchasing, increasing credit card limits, signing authority, etc. Have a procedure in place so we are prepared.	Sep 30, 18	C. Hounsell	DEM	DEM	LEMA



Responsible: The function or person responsible for undertaking the work.
Accountable: The function or person with responsibility and authority to approve/disapprove the work.
Consulted: The function or person to be consulted about the work and who needs to provide an input.
Informed: The function or person who needs to be informed about the work.

Item	Topic	Due Date	R	A	C	I
10	Set up standing orders with vendors; suggested to have an approved vendor list. Ensure vendors are appropriately selected (WCB coverage, OH&S team, easy to contact, quick response time)	Dec 31, 19	C. Hounsell	DEM	DEM	LEMA
11	Coordinate with the landfill for disposal of hazardous materials (fridges, chemical spills).	Sep 30, 18	R. Sereda	DEM	DEM	LEMA
12	All participants echoed the need for position specific training e.g. Resource unit and situation unit leader	Dec 31, 18	G. Kelly	DEM	DEM	LEMA
13	Coordinate Reception Center Kits with regional partners	Sep 30, 18	T. White	DEM	Regional Partners	Regional Partners
14	AHS should be the centre point to coordinate the facilities affected, but each facility should be responsible for their own evacuation plans. AHS will step in only when the Facilities cannot make their own arrangements and they have reached out.	Dec 31, 18	AHS ConCare	DEM	DEM	LEMA
15	Provide the LEMA with ESS MOU's and Agreements	Oct 31, 18	Heather Graham	DEM	DEM	LEMA
16	Include a new appendix in the MEP for MOU's and Agreements.	Dec 31, 18	G Unger	DEM	DEM	LEMA
17	Having a 24 hour clock to refer too in ALL ESS kits	Oct 31, 18	Heather Graham	DEM	DEM	LEMA
18	Enhancing the draft ESS Reception Centre maps that we have for the ECC	Oct 31, 18	Heather Graham	DEM	DEM	LEMA
19	Consider a meeting with the school boards to ensure we coordinate the evacuation of schools and the reception centre policies	Nov 31, 18	Heather Graham	DEM	DEM	LEMA
20	Can we it as if it's planning for the reception centre vs the ECC	Oct 31, 18	Heather Graham	DEM	DEM	LEMA
21	Having Fire Houses constructed on the East side of the rail road tracks is critical to ensuring community safety. The scenario identified this inability to respond appropriately to the East side of the city.	Oct 31, 18	George Clancy	Council	Fire Services	LEMA



Summary

The exercise objectives were met identifying areas of improvement to better place the City of Leduc in mobilizing resources to deal with a major emergency. The exercise provided staff an opportunity to put into practice the valuable training provided to better enhance their own learning and skill improvement. The opportunity to work closely with our partners and allied agencies was of particular benefit and provided an enhanced understanding of the logistics surrounding a major event affecting the broader community and partner agencies.

The Leduc Emergency Management Agency over the coming months will proceed with the implementation of the recommendations derived from Exercise Iron Horse. Those with budgetary impacts will have to be addressed as part of future budgetary cycle.



MEETING DATE: October 9, 2018

SUBMITTED BY: Janet Guthrie, Sport Tourism Coordinator

PREPARED BY: Janet Guthrie, Sport Tourism Coordinator

REPORT TITLE: Sport Tourism Update - Rogers Hometown Hockey/Canada Cup of Curling

REPORT SUMMARY

This report highlights two significant Sport Tourism initiatives slated for 2019, Rogers Hometown Hockey and the Canada Cup, and is being submitted as information.

BACKGROUND

KEY ISSUE(S) / CONTEXT:

Rogers Hometown Hockey

Rogers Hometown Hockey Tour travels the country visiting a different community each week between October and April. Leduc has been selected as the host community for the weekend of February 2 - 3, 2019.

Activities during this weekend-long festival include:

- Live entertainment
- Partner activations and on-site experiences
- NHL alumni autograph signings with meet and greets
- Community events
- A live pre-game and NHL game broadcast on Sportsnet with Ron MacLean and Tara Slone with viewing party

The broadcast is hosted on-location and features a pre-game show highlighting local hockey stories; My Hometown Must, intermissions, Dr. Oetker My Hometown Feature and the Post-Game.

A local organizing committee has been formed to assist with all aspects of planning for the festival and broadcast as well as rallying the community in support of this remarkable event.

Canada Cup Bid

With support from the City of Leduc, the Leduc Curling Club has submitted a bid to host the 2019 Canada Cup from December 4 - 8, 2019. The Canada Cup is a major event in Curling Canada's Season of Champions. This five day event will feature the top seven male and top seven female teams in Canada and is regarded as a premier curling competition in terms of paid attendance, attracting large crowds on site and through television viewing audience as all games will be televised. The Canada Cup is the annual qualifier to the Curling Trials

and determines the Canadian teams that will participate in the Continental Cup of Curling. This event is expected to generate about 500 event room nights for local hotels which equates to about \$64,500 in revenue for local hotels.

Unlike the recent Curl 4 Canada event where the Leduc Curling Club assumed all of the risk in hosting the event, Curling Canada assumes the risks and takes on the major components for planning this event. The Leduc Curling Club will still be involved in the event however it will be in a significantly less capacity. The Club will also stand to benefit financially by receiving 10% of all ticket sales, a portion of revenue generated by the patch and all of the 50/50 proceeds.

During the 2016 Canada Cup in Brandon Manitoba, the TSN audience was more than 2.5 million viewers for the event with the round robins attracting an average of 144,000 viewers per game. The largest audience is always on the weekend with 231,000 taking in the men's semi-final and 278,000 for the women's semi-final. 273,000 tuned in for the men's final whereas the women's final drew the largest audience of the event with 380,000 viewers.

The viewership on RDS (Réseau des sports; the French version of TSN) was just over 100,000 for the event.

The largest viewer demographics were males 35+ followed by females 35+. There was nearly a 50/50 split between male and female viewers. Leduc's average age is 37 and has a nearly 50/50 split between male and female residents as well.

An economic impact assessment of this event was recently conducted in Brandon Manitoba. When compared to Leduc events this one would have the 5th highest economic impact to date. The direct visitor spending in Brandon was \$498,000 with an initial expenditure (visitor spending combined with event organizer spending) of \$1,740,042. This event has a \$1.3 million effect on the province of Manitoba's GDP and once the multipliers were factored in resulted in an industry output of \$2,160,264 for Brandon. Brandon hosted 1,702 out of town visitors who stayed an average of 3 nights resulting in an additional \$157,585 being spent on accommodations and when combined with participant and VIP room nights, Brandon hotels filled 2,114 room nights.

Curling Canada is expected to award the event by September 30th with a press release announcing all Curling Canada events for the 2018-2019 season on October 15th.

Others Who Have Reviewed this Report

P. Benedetto, City Manager / D. Melvie, General Manager, Community & Protective Services

MEETING DATE: October 9, 2018

SUBMITTED BY: S. Davis, City Clerk

PREPARED BY: S. Davis, City Clerk

REPORT TITLE: Council Remuneration

REPORT SUMMARY

This report brings forward the recommendations of the Council Remuneration Committee for Council consideration.

RECOMMENDATION

That Council approve:

1. Council members' remuneration adjustment, effective January 1, 2019, to generally reflect a neutral impact on their net salary as a result of the loss of the one-third tax-free portion of their salary;
2. Council members receiving the same Cost of Living Adjustments as City of Leduc employees not subject to collective bargaining in the years 2019, 2020 and 2021;
3. That the benefits package provided to Council members remain the same.

BACKGROUND

KEY ISSUE(S) / CONTEXT:

At the February 12, 2018, Council meeting, the Council Remuneration Committee Bylaw was passed. The Council Remuneration Committee ("CRC") was formed with the mandate to review the compensation paid to members of Council and recommend reasonable changes to Council remuneration, if required. The final report of the CRC was presented at the July 9, 2018, Council meeting (Attached). The final report contains the CRC's recommendations and the rationale behind them.

The CRC recommendations were discussed at length at the September 17, 2018, Committee-of-the-Whole meeting. At the meeting Administration was directed to bring forward the CRC's recommendations to Council for consideration.

PAST COUNCIL CONSIDERATION:

December 11, 2017 - a report was taken to the Committee-of-the-Whole with the suggestion that Council consider striking a Council Remuneration Committee;

January 15, 2018 – a follow-up report was taken to the Committee-of-the-Whole along with a draft Bylaw;

February 12, 2018 – Council passed the Council Remuneration Committee Bylaw;

March 26, 2018 – Council appointed the members of the CRC;

July 9, 2018 – Final CRC report presented to Council;

September 17, 2018 – A discussion of the recommendations contained in the final CRC report was held at the Committee-of-the-Whole meeting.

IMPLICATIONS OF RECOMMENDATION

FINANCIAL:

The recommended remuneration adjustment will result in an additional \$35,000 to \$40,000 in costs for the City. The impact of these costs will be addressed through the 2019 budget process.

IMPLEMENTATION / COMMUNICATIONS:

It is important that residents understand that in 2017 the Federal Budget indicated for the 2019, and later, tax years, non-accountable allowances paid to the elected officers will be included in their income. The CRC believe that compensation for elected officials should reflect the responsibilities, accountability and time commitment of the position. The recommendation is that Council members only receive sufficient funds to have a neutral impact on the net salary – no other funds are anticipated or recommended.

ALTERNATIVES:

1. That Council defeat the motions;
2. That Council refer the matter back to the Committee-of-the-Whole for further discussion.

ATTACHMENTS:

- 1) The final Council Remuneration Committee Report

Others Who Have Reviewed this Report

P. Benedetto, City Manager / B. Loewen, City Solicitor / I. Sasyniuk, General Manager, Corporate Services / J. Cannon, Director, Finance

MEETING DATE: July 9, 2018

COMMITTEE/BOARD NAME: Council Remuneration Committee

PREPARED BY: Council Remuneration Committee/S. Davis, City Clerk

COMMITTEE OF COUNCIL UPDATE

The Council Remuneration Committee ("CRC") was formed with the mandate to review the compensation paid to members of Council and recommend reasonable changes to Council remuneration, as required. This report contains those recommendations as well as recommendations for amendments to the current Council Remuneration & Expenses Policy (Attached "A") as set out in the Council Remuneration Committee Bylaw Terms of Reference.

RECOMMENDATION

1. With the loss of the one-third tax-free portion of a Councillor member's remuneration effective January 1, 2019, as at that date Council members' remuneration will be adjusted to generally reflect a neutral impact on their net salary;
2. That Council members receive the same Cost of Living Adjustments as Administration in the years 2019, 2020 and 2021;
3. That the benefits package provided to Council members remain the same.

BACKGROUND

KEY ISSUE(S) / CONTEXT:

The Council Remuneration & Expenses Policy states that remuneration for the Mayor and Councillors will be reviewed within three months following each municipal election. Council reviewed the option to address Council compensation. Based on the options, Council favoured a more open and transparent process. At the December 11, 2017, Committee of the Whole meeting, Administration suggested that Council consider striking a Council Remuneration Committee. A CRC depoliticizes the matter of compensation, allowing for increased transparency and trust in the process.

At the February 12, 2018, Council meeting, the Council Remuneration Committee Bylaw (Attachment "B") was passed. The member vacancies were advertised in the local newspaper, on the City of Leduc website and on social media (Attachment "C"). The Board Selection Committee reviewed the applications received and Council appointed the members at the March 26, 2018, Council meeting. With a mandate to review the compensation paid to members of Council and recommend reasonable changes to Council remuneration, it was a requirement that the CRC report to Council be presented in time to incorporate recommendations into the 2019 Budget.

The formation of the CRC also fulfills a number of Council's commitments as stated in the Strategic Plan. Those are:

- careful consideration of the needs and expectations of residents when making decisions;
- public engagement by involving residents in the budget process, and
- ensuring citizens receive excellent value for taxes paid.

Composition:

The CRC was composed of three public members: D. Macdougall, D. Tona and G. Gilchrist; and two Council members: Councillors G. Finstad and L. Tillack. At the first meeting of the CRC, D. Macdougall was chosen to be the Chair and shall act as the spokesperson.

Overview

The CRC members analyzed information, and documentation, from comparator municipalities with part-time Councils such as: Spruce Grove, Fort Saskatchewan, Airdrie, and others. The Town of Okotoks was added as a comparator based on its population, location and a Council deemed part-time.

The information analyzed included, but was not limited to:

- Council Compensation Survey Results compiled by the City of Medicine Hat which included benefits (Attachment "D");
- Councils' salary vs. other municipalities (Attachments "E1" & "E2");
- Councils' salary based on a cost per municipal resident (Attachment "F");
- Councils' pay based on a municipality's Tax Assessment (Attachment "G");
- Comparison of Municipal and Consumer Inflation Rates 2011-2021 from City of Edmonton (Attachment "H"); and
- The 2018 City of Leduc Budget Documents – for a Councillor, the Mayor and Administration 1000 (Attachments "I1", "I2" & "I3")

The CRC received requested information from the following areas of Administration:

- Finance;
- Human Resources;
- City Solicitor;
- City Clerk; and
- Executive Assistant, Mayor and Council

The CRC, working with the Council members on the Committee, calculated, to the best of their ability, time spent by Council members on both:

Essential Activities – those activities that, in accordance with the *Municipal Government Act* and the Council Procedures Bylaw, Council members must attend; and

Optional Activities – those activities that are optional to attend such as conferences, banquets, golf tournaments, the arts, ribbon cuttings, attending meetings as an Alternate to the appointed Council representative, etc.

The following outcomes are based on analysis and current best practices.

Outcomes

As a result of the analysis of information gathered, the CRC recommends:

1. With the loss of the one-third tax-free portion of a Councillor member's remuneration effective January 1, 2019, as at that date Council members' remuneration will be adjusted to generally reflect a neutral impact on their net salary;
2. That Council members receive the same Cost of Living Adjustments as Administration in the years 2019, 2020 and 2021;
3. That the benefits package provided to Council members remain the same.

Rationale:

Compensation for Council members in the City of Leduc is competitive and currently in the mid to high range of comparators, with Leduc at \$1.19 income per resident. Attachment "F" shows the comparative income per resident range is \$0.50 per resident to \$1.38 per resident.

In the previous remuneration approved by Canada Revenue Agency, a municipal corporation or board was allowed to pay a non-accountable expense allowance to an elected officer to perform the duties of that office. If the expense allowance was more than one-third of the officer's salary and allowances, the excess amount was a taxable benefit. If the expense allowance was not more than one-third of the officer's salary it was not; however, still had to be reported to Canada Revenue Agency.

In 2017, the Federal Budget received Royal Assent (Bill C44) that indicated for the 2019 and later tax years, non-accountable allowances paid to the elected officers will be included in their income. Therefore, the one-third and under allowance has now been struck. This resulted Council is now paying full taxation on their entire salary as of 2019.

CRC recognizes that, although Council members did not run anticipating an increase in remuneration, it is likely that they would not have expected a decrease in remuneration, due to Bill C44, and the CRC believes the remuneration must compensate for the loss of the one-third allowance to merge the allowance with the income. As well, this does not apply to specific expenses filed with receipts which remain non-taxable. Compensation for elected officials should reflect the responsibilities, accountability and time commitment of the position, sufficient to attract individuals from all walks of life. The recommendation is that Council members only receive sufficient funds to have a neutral impact on the net salary – no other funds are anticipated or recommended relative to this item

CRC members are in agreement that Council should receive the same Cost of Living adjustment as Administration to ensure that remuneration for Council keeps abreast of inflation.

CRC determined that the City of Leduc provides excellent benefits to Council and they are in alignment with the benefits provided to Administration.

Future Consideration:

Based on information provided, the CRC concluded that there is a significant part-time commitment on the part of the elected official to fully perform their duties and obligations as necessary. An estimate of time spent by Council members on essential activities and meeting preparation is approximately 80 hours per month, not including citizen engagement or optional activities which can take place on a daily basis. This puts pressure on Council members who are bound politically, and ethically, to ensure they are fulfilling their roles as elected officials. It can also hinder work/life balance.

This insight begs the question, "Do Council members sit on too many Boards and/or Committees". The CRC recommends that Council review the number of Boards and Committees Council members sit on (currently: 30) and reduce the number. One suggestion is that if a member of Administration is on the Board or Committee there is no need for a Council member to be. Boards and Committees created by Bylaw already report to Council annually or bi-annually, and can report more often if matters of importance require Council's attention.

CRC Recommendations for Amendments to Policy No. 11.00:25 – Council Remuneration and Expense Policy ("Policy"):

Council Remuneration Committee Bylaw Terms of Reference states: 6 The Committee will fulfill its mandate by: (c) reviewing the Council Remuneration & Expenses Policy ("Policy"), being policy number 11.00:25, and recommending amendments to that policy.

The following are the CRC's recommended Policy amendments:

1. That each Council member's individual budget should include all costs associated with their position, above and beyond what is already captured including: their computer/tablet, mobile phone allowance, city apparel, promotional gifts, tickets and hosting, which they will manage themselves. These enhanced budgets will also eliminate the need for travel to all out-of-town conferences to have prior Council approval through the budget process as currently identified in the Policy.

Throughout the Policy different items were identified as coming from various accounts, such as: city apparel (Council's budget); attendance at FCM, AUMA and other education or professional development conferences were to come from "a separate financial budget"; Registration fees and legitimate business expenses for out of town travel to be reimbursed by the City but no account identified.

Although the 2018 Budget document provides a great deal of information for the residents, knowing where to find, and understand, the information can be daunting. The CRC took the time to review the 2018 Budget document in order to gain a good understanding of Council expenses.

Individual budgets for Council members have started to be populated with the applicable GL numbers. Attachment "J" is a copy of one of the budget account, although the budget does not yet include all items identified in the Policy, nor does it address items such as the cost of computer/tablets and mobile phone allowance.

2. In order to be more transparent and accountable, each Council member's expenditures should be posted on the City website.

The Policy current states under *Expenditure Tracking* that Administration will provide Council with a quarterly statement covering their individual budgets, and it is those reports that the CRC recommends being posted. The CRC found that a number of the comparator municipalities already post expenses on line such as Fort Saskatchewan, Okotoks, St. Albert, Stony Plain and Airdrie.

3. That expense claims for all members of Council be approved by Finance.

The Policy states that all expense claims for Council are to be approved by the Mayor prior to submission to Finance; the Mayor's expense claims are to be approved by the Deputy Mayor, or in the Deputy Mayor's absence, by any member of Council. Oversight by Finance is recommended to ensure compliance with the current Policy, and any other applicable policies, agreements and/or bylaws. This recommendation also recognizes that members of Finance have professional designations indicating that they have expertise in financial matters.

4. Although the Policy was updated in 2015, the Policy requires a rewrite with the intent of, not only providing new policy direction, but in order to be more concise and to use the same terminology throughout.

ATTACHMENTS:

- A. Policy No. 11.00:25 – Council Remuneration & Expenses Policy
- B. Bylaw No. 966-2017 - Council Remuneration Committee Bylaw
- C. News Item from February 28, 2018
- D. Council Compensation Survey Results compiled by the City of Medicine Hat which included benefits
- E. Councils' salary vs. other municipalities ("E1" & "E2");
- F. Councils' salary based on a cost per municipal resident
- G. Councils' pay based on a municipality's Tax Assessment
- H. Comparison of Municipal and Consumer Inflation Rates 2011-2021 from City of Edmonton
- I. The 2018 City of Leduc Budget Documents – for a Councillor, the Mayor and Administration 1000 ("11", "12" & "13"); and
- J. A copy of the updated Councillor budget

Approval Information

[Approval Information must not appear alone on a separate page.]

X

Committee/Board Chair

COUNCIL REQUEST FOR DECISION

MEETING DATE: October 9, 2018

SUBMITTED BY: Ken Woitt – Director, Planning & Development

PREPARED BY: April Renneberg – Current Planner II

REPORT TITLE: Bylaw No. 997-2018 – Redistricting Part of Block B, Plan 7921548 (Telford ER/MR) (2nd & 3rd Reading)

REPORT SUMMARY

Bylaw 997-2018 will amend Bylaw 809-2013, Section 27.0 – Land Use Map, by redistricting part of Block B, Plan 7921548 from UR – Urban Reserve to GR – General Recreation and ERD – Environmental Restricted Development. The redistricting will allow for the protection of environmentally sensitive lands around Telford Lake as Environmental Reserve (ER) and will also facilitate the construction of multiway within Municipal Reserve (MR).

RECOMMENDATION

1. That Council give Bylaw 997-2018 second reading.
2. That Council give Bylaw 997-2018 third reading.

BACKGROUND

KEY ISSUE(S) / CONTEXT:

The GR land use district is intended to accommodate areas used for public parks to meet active or passive recreational and leisure pursuits at neighbourhood, district and regional levels. The ERD land use district is for the protection of environmentally sensitive areas by restricting development to that which is clearly compatible with the natural feature, and by providing access to the public in a manner that preserves the feature, in accordance with the Municipal Government Act.

The City recently received a subdivision application proposing to create two parcels adjacent to Telford Lake, within the Harvest Industrial Park on Block B, Plan 7921548. The City of Leduc is working with the landowner to subdivide and redistrict the proposed ER and MR lands surrounding Telford Lake in order to allow for multiway construction prior to that which would come with subdivision and development of the Harvest Industrial Park itself. The proposed redistricting will help to further advance the Telford Lake multiway project, with construction anticipated in 2019.

LEGISLATION AND/OR POLICY:

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

PAST COUNCIL CONSIDERATION:

Bylaw 997-2018 received first reading by Council at its regular meeting held September 10, 2018.

CITY OF LEDUC PLANS:

Bylaw 997-2018 is consistent with the City's Municipal Development Plan, as amended, the Telford Lake Master Plan, and the Harvest Industrial Park Area Structure Plan.

IMPLICATIONS OF RECOMMENDATION

ORGANIZATIONAL:

There are no organizational implications.

POLICY:

There are no policy implications.

IMPLEMENTATION / COMMUNICATIONS:

The public hearing was held earlier at this meeting of Council. The hearing was advertised in the September 21 and 28, 2018 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 997-2018.
2. That Council defeat Bylaw 997-2018.

ATTACHMENTS:

1. Bylaw 997-2018
2. Key Plan
3. Redistricting Plan
4. Subdivision Plan

Others Who Have Reviewed this Report

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

Bylaw No. 997-2018

Page 1

AMENDMENT #84 - TO BYLAW NO. 809-2013, THE LAND USE BYLAW

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

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

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

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

PART I: APPLICATION

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

Part of Block B, Plan 7921548
(consisting of 3.303 ha more or less)

From: UR – Urban Reserve
To: GR – General Recreation
ERD – Environmental Restricted Development

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

PART II: ENACTMENT

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

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

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

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

Date Signed

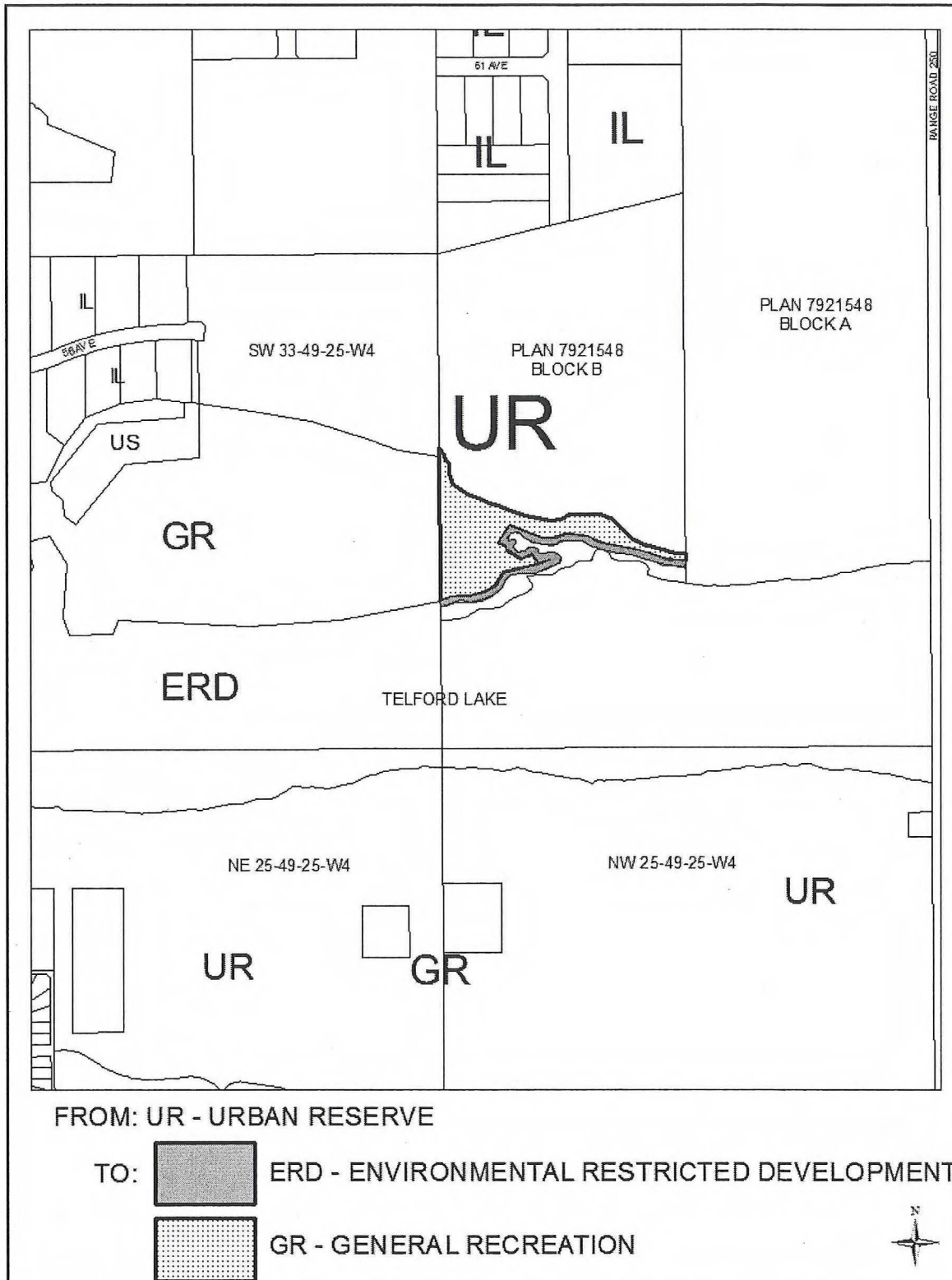
APPROVED
As to Form
B. L.

City Solicitor

Robert Young
MAYOR

Sandra Davis
CITY CLERK

SCHEDULE A

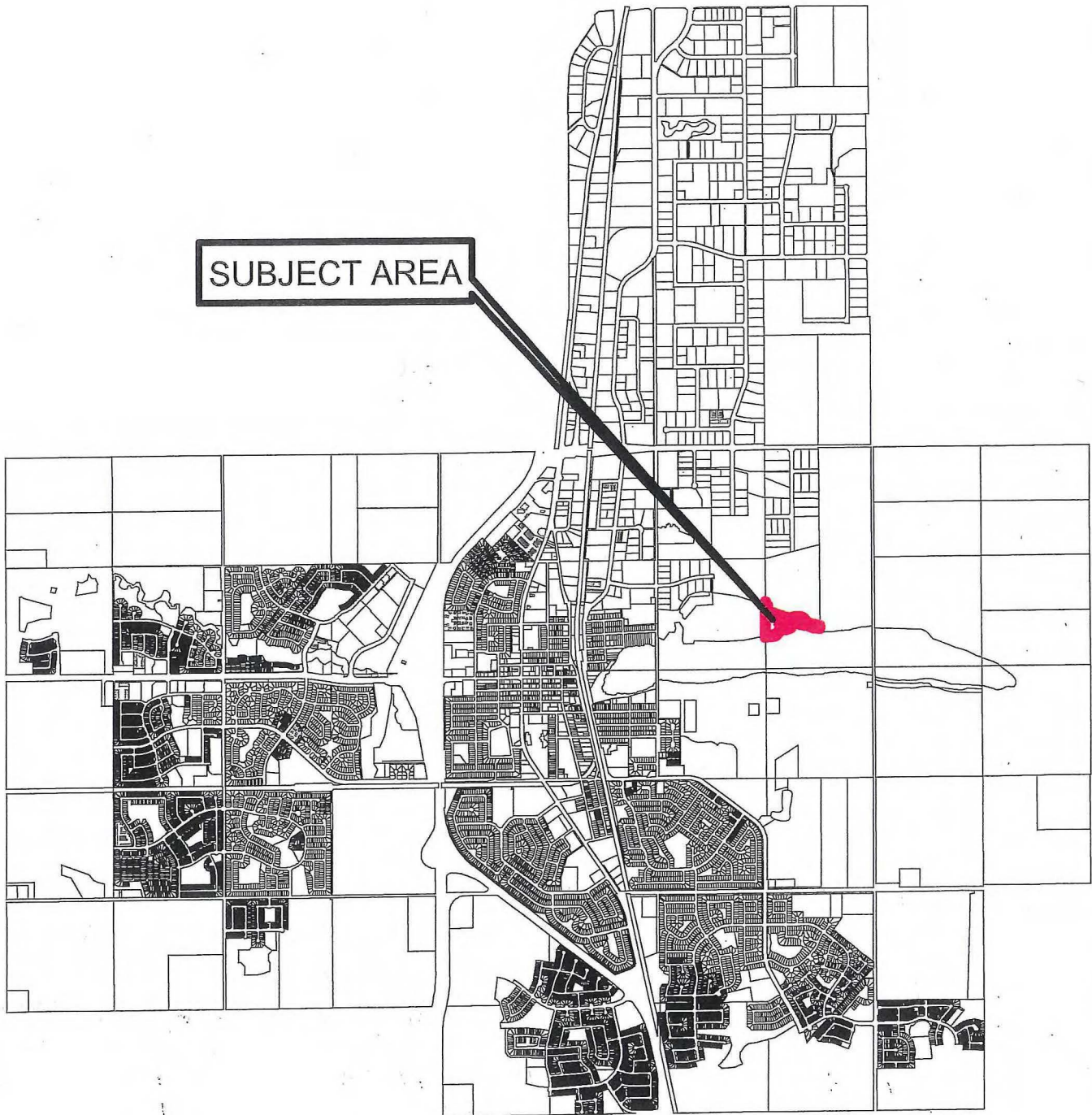


KEY PLAN

ATTACHMENT 2

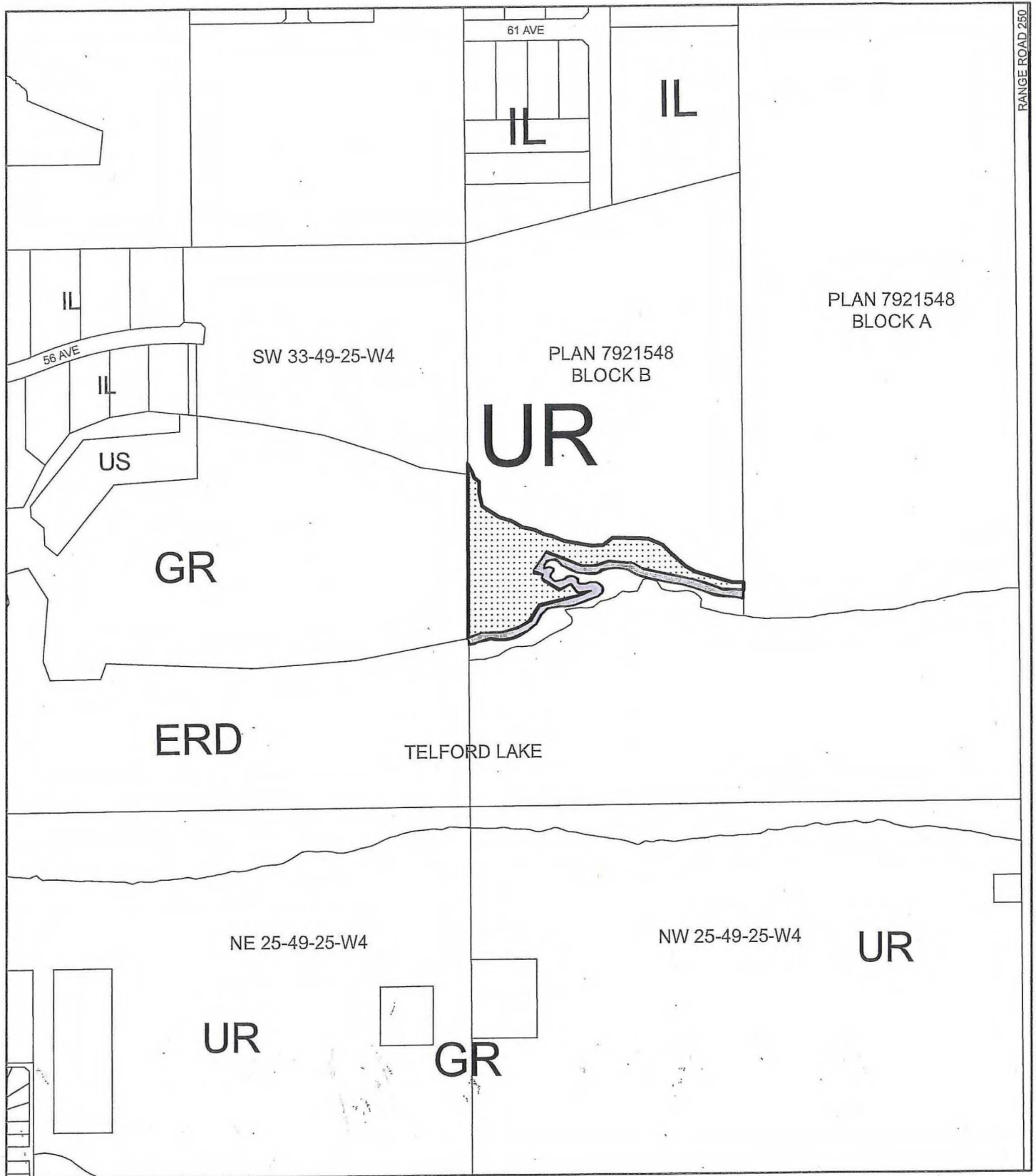


SUBJECT AREA

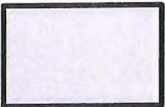


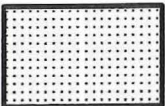
REDISTRICTING PLAN

ATTACHMENT 3



FROM: UR - URBAN RESERVE

TO:  ERD - ENVIRONMENTAL RESTRICTED DEVELOPMENT

 GR - GENERAL RECREATION



PUBLIC COMMENTARY

IN-CAMERA ITEMS

There are no In-Camera Items

RISE & REPORT FROM IN-CAMERA ITEMS

UPDATES FROM BOARDS & COMMITTEES



Mayor's Report
September 17 – 30, 2018

September 17

- Falcon Water Solutions
- Communications
- Brice Gillis (Resident)
- Brad Rutherford (UCP Nominee)
- Council Liaison meeting with Corporate Services
- Committee-of-the-Whole agenda review
- Committee-of-the-Whole

September 18

- 2018 Tri-Municipal Mayors' Leadership Prayer Breakfast
- Airport Accord Oversight Committee briefing
- Communications briefing
- Family and Community Support Services Advisory Board

September 19

- Spirit Committee event
- Leduc Regional Housing Foundation Governance Committee
- Airport Accord Oversight Committee Meeting
- Maclab Centre Information Night

September 20

- Alberta Building Officials Association Conference

September 21

- Honourable Shaye Anderson (NDP)
- Leduc Rep interview
- Kieran Quirke
- Ribbon Cutting | FrenchEtVoila
- Ribbon Cutting | Quantum IPTV Ltd.
- LDBA Business Mixer

September 22

- Rogers Hometown Hockey

September 24

- Tom Ruth, CEO, Edmonton International Airport
- CBC interview
- Committee of the Whole and Council Agenda Review
- Committee-of-the-Whole Meeting
- Regular Council Meeting

September 25

- Leduc Regional Housing Foundation Board agenda review
- 2019 Canada Winter Games Festival Launch

September 26

- AUMA conference

September 27

- AUMA conference

September 28

- AUMA conference

September 29

- Volunteer Recognition with Leduc Minor Hockey Association
- Ribbon Cutting | Woodbend Community
- Maclab transition announcement

Approved by Mayor Bob Young

"Original Signed by Mayor B. Young"



Building Permit Detail Summary

September 1, 2018-September 30, 2018 (inclusive)

Commercial					
Permit	Type of Work	Builder	Units	Area	Valuation
PRBD201803383 (Issued-10/09/2018)	Accessory Structure - Temporary	GREAT EVENTS RENTALS INC.		Central Business District	\$1,400.00
Subtotal		1			\$1,400.00
Duplex Dwelling					
Permit	Type of Work	Builder	Units	Area	Valuation
PRBD201803007 (Issued-04/09/2018)	New Construction - Duplex	Dolce Vita Homes LP	1	Robinson	\$380,000.00
PRBD201803070	New Construction - Duplex	Dolce Vita Homes LP	1	Robinson	\$380,000.00
Subtotal		2	2		\$760,000.00
Industrial					
Permit	Type of Work	Builder	Units	Area	Valuation
PRBD201801551 (Issued-05/09/2018)	Accessory Structure - Sea Container	RGL RESERVOIR MANAGEMENT INC		Leduc Business Park	\$20,000.00
PRBD201802685 (Issued-12/09/2018)	Accessory Structure - Temporary	RGL RESERVOIR MANAGEMENT INC		Leduc Business Park	\$32,000.00
PRBD201803474 (Issued-07/09/2018)	Accessory Structure - Temporary	Vulcraft Canada, Inc.		Leduc Business Park	\$2,960.00
PRBD201803495 (Issued-27/09/2018)	Alteration and improvements	619455 AB LTD/ UNIVERSAL CONSTRUCTION SERVICES		Leduc Business Park	\$179,000.00
PRBD201803798 (Issued-27/09/2018)	Alteration and improvements	Dawson Wallace Construction Ltd		Harvest Industrial Park	\$1,490,000.00
Subtotal		5			\$1,723,960.00
Other Residential					
Permit	Type of Work	Builder	Units	Area	Valuation
PRBD201802163 (Issued-27/09/2018)	Secondary suite	MURPHY SARAH		Southfork	\$50,000.00
PRBD201802727 (Issued-27/09/2018)	Accessory Structure - Deck Uncovered	ACCENT LANDSCAPE CREATIONS LTD		Deer Valley	\$5,000.00
PRBD201803080 (Issued-05/09/2018)	Secondary suite	CRANSTON HOMES LTD		Meadowview Park	\$26,000.00
PRBD201803260 (Issued-05/09/2018)	Accessory Structure - Detached Garage	MIDDLETON CLAYTON		West Haven	\$13,200.00



Building Permit Detail Summary

September 1, 2018-September 30, 2018 (inclusive)

PRBD201803324 (Issued-12/09/2018)	Secondary suite	KUSTOM KARPENTRY		Willow Park	\$25,000.00
PRBD201803381 (Issued-04/09/2018)	Accessory Structure - Deck Uncovered	Paramount Custom Decks		Southfork	\$5,000.00
PRBD201803386 (Issued-07/09/2018)	Accessory Structure - Hot Tub	MICHAUD BERT J		Bridgeport	\$5,000.00
PRBD201803420 (Issued-04/09/2018)	Accessory Structure - Deck Uncovered	Leduc Fence and Deck		Southfork	\$4,500.00
PRBD201803424 (Issued-10/09/2018)	Accessory Structure Other	ANDERSON SANDRA		South Park	\$5,000.00
PRBD201803450 (Issued-05/09/2018)	Basement Development	LARISON RAYMOND		Deer Valley	\$23,000.00
PRBD201803453 (Issued-27/09/2018)	Accessory Structure - Deck Uncovered	LUCIOW ADAM		Suntree	\$5,000.00
PRBD201803457 (Issued-13/09/2018)	Basement Development	LANG NATALIE R		South Park	\$16,000.00
PRBD201803469 (Issued-05/09/2018)	Basement Development	INGRAM DOUG		Leduc Estates	\$6,000.00
PRBD201803471 (Finaled-10/09/2018)	Basement Development	BELLOWS CURTIS S		Tribute	\$16,000.00
PRBD201803531 (Issued-14/09/2018)	Addition to existing building non- residential & residential	BLACK - PARKER KAREN		Willow Park	\$3,500.00
PRBD201803535 (Issued-05/09/2018)	Basement Development	LECREN SEAN		Meadowview Park	\$42,000.00
PRBD201803538 (Issued-06/09/2018)	Accessory Structure - Deck Uncovered	FINNIGAN CANDICE J		Suntree	\$5,000.00
PRBD201803544 (Issued-05/09/2018)	Basement Development	PETHICK BRODY A		West Haven	\$40,000.00
PRBD201803548 (Issued-11/09/2018)	Secondary suite	CRANSTON HOMES LTD		Black Stone	\$26,000.00
PRBD201803556 (Issued-13/09/2018)	Secondary suite	CRANSTON HOMES LTD		Black Stone	\$26,000.00
PRBD201803563 (Issued-06/09/2018)	Accessory Structure - Deck Uncovered	Leduc Fence and Deck		Southfork	\$5,000.00
PRBD201803582 (Issued-13/09/2018)	Demolition	BENGEL CONTRACTING LTD		North Telford	\$8,000.00



Building Permit Detail Summary

September 1, 2018-September 30, 2018 (inclusive)

PRBD201803588 (Issued-28/09/2018)	Accessory Structure - Deck Uncovered	MOORE KEVIN J		Suntree	\$5,000.00
PRBD201803591 (Issued-27/09/2018)	Basement Development	NEWMAN GARRY H		Bridgeport	\$37,870.00
PRBD201803604 (Issued-19/09/2018)	Accessory Structure - Detached Garage	The Premier Construction Group Inc/ Premier Built Garages		Southfork	\$15,700.00
PRBD201803613 (Issued-17/09/2018)	Accessory Structure Other	WATTIE BRENT L		Caledonia Park	\$5,000.00
PRBD201803619 (Issued-18/09/2018)	Accessory Structure - Detached Garage	Creation Communities Inc/ CCI Homes		Deer Valley	\$15,000.00
PRBD201803635 (Issued-28/09/2018)	Basement Development	FERRIS DESIREE		Tribute	\$7,700.00
PRBD201803645 (Issued-17/09/2018)	Secondary suite	Protech Home Design		Robinson	\$50,000.00
PRBD201803646 (Issued-18/09/2018)	Accessory Structure - Detached Garage	Creation Communities Inc/ CCI Homes		Deer Valley	\$15,000.00
PRBD201803817 (Ready for Issuance-18/09/2018)	Accessory Structure - Hot Tub	CHAPMAN BRENDAN		Corinthia Park	\$5,000.00
Subtotal		31			\$516,470.00
Single Detached Dwelling					
Permit	Type of Work	Builder	Units	Area	Valuation
PRBD201803482 (Issued-05/09/2018)	New Construction - Single Detached Dwelling	JAYMAN BUILT LTD	1	Southfork	\$315,000.00
PRBD201803550 (Issued-13/09/2018)	New Construction - Single Detached Dwelling	HOMES BY AVI (EDMONTON) LP	1	Southfork	\$329,790.00
PRBD201803570 (Issued-07/09/2018)	New Construction - Single Detached Dwelling	CRANSTON HOMES LTD	1	Meadowview Park	\$458,000.00
PRBD201803603 (Issued-07/09/2018)	New Construction - Single Detached Dwelling	HOMES BY SHER-BILT INC	1	Robinson	\$350,000.00
PRBD201803643 (Issued-10/09/2018)	New Construction - Single Detached Dwelling	Protech Home Design	1	Robinson	\$412,000.00
PRBD201803649 (Issued-11/09/2018)	New Construction - Single Detached Dwelling	1719502 AB Ltd/ Alta Custom Homes	1	Black Stone	\$330,000.00
PRBD201803672 (Issued-11/09/2018)	New Construction - Single Detached Dwelling	Alquinn Homes Ltd.	1	Woodbend	\$300,000.00



Building Permit Detail Summary

September 1, 2018-September 30, 2018 (inclusive)

PRBD201803674 (Issued-12/09/2018)	New Construction - Single Detached Dwelling	HOMES BY SHER-BILT INC	1	Robinson	\$400,000.00
PRBD201803876 (Issued-25/09/2018)	New Construction - Single Detached Dwelling	JAYMAN BUILT LTD	1	Southfork	\$352,000.00
Subtotal	9		9		\$3,246,790.00
Total	48		11		\$6,248,620.00

TOTAL RESIDENTIAL UNITS COMPARISON OF 2018 TO 2017

YEAR 2018	Single Family	Duplex (side by side and up & down)	Multi Family (3-plex, 4-plex, townhouse, rowhousing and apartments)
	No. of Units	No. of Units	No. of Units
January	25	4	4
February	23	3	0
March	19	2	8
April	17	16	0
May	19	10	-
June	20	8	6
July	13	8	-
August	11	2	10
September	9	2	-
October			
November			
December			
Year-to-date Totals	156	55	28

YEAR 2017	Single Family	Duplex (side by side and up & down)	Multi Family (3-plex, 4-plex, townhouse, rowhousing and apartments)
	No. of Units	No. of Units	No. of Units
January	6	4	29
February	15	2	4
March	15	6	-
April	13	4	-
May	37	2	-
June	15	8	9
July	19	8	4
August	17	4	5
September	18	8	11
October			
November			
December			
Year-to-date Totals	155	46	62

TOTAL PERMIT VALUE COMPARISON OF 2018 TO 2017

Year 2018	Residential Permits	Commercial Permits	Institutional Permits	Industrial Permits	Total of all Building Permits
January	\$ 11,972,203.59	\$ 803,000.00	\$ -	\$ 240,207.00	\$ 13,015,410.59
Feburary	\$ 10,816,251.42	\$ 235,000.00	\$ 400,000.00	\$ 10,000.00	\$ 11,461,251.42
March	\$ 10,585,472.33	\$ 8,000.00	\$ -	\$ -	\$ 10,593,472.33
April	\$ 11,218,088.00	\$ 73,000.00	\$ 156,600.00	\$ 309,000.00	\$ 11,756,688.00
May	\$ 10,517,255.57	\$ 59,000.00	\$ 1,981,000.00	\$ 830,000.00	\$ 13,387,255.57
June	\$ 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	\$ 4,523,260.00	\$ 1,400.00	\$ -	\$ 1,723,960.00	\$ 6,248,620.00
October					
November					
December					
Year-to-date Totals	\$ 86,887,884.26	\$ 2,624,701.00	\$ 4,620,274.00	\$ 3,507,167.00	\$ 97,640,026.26

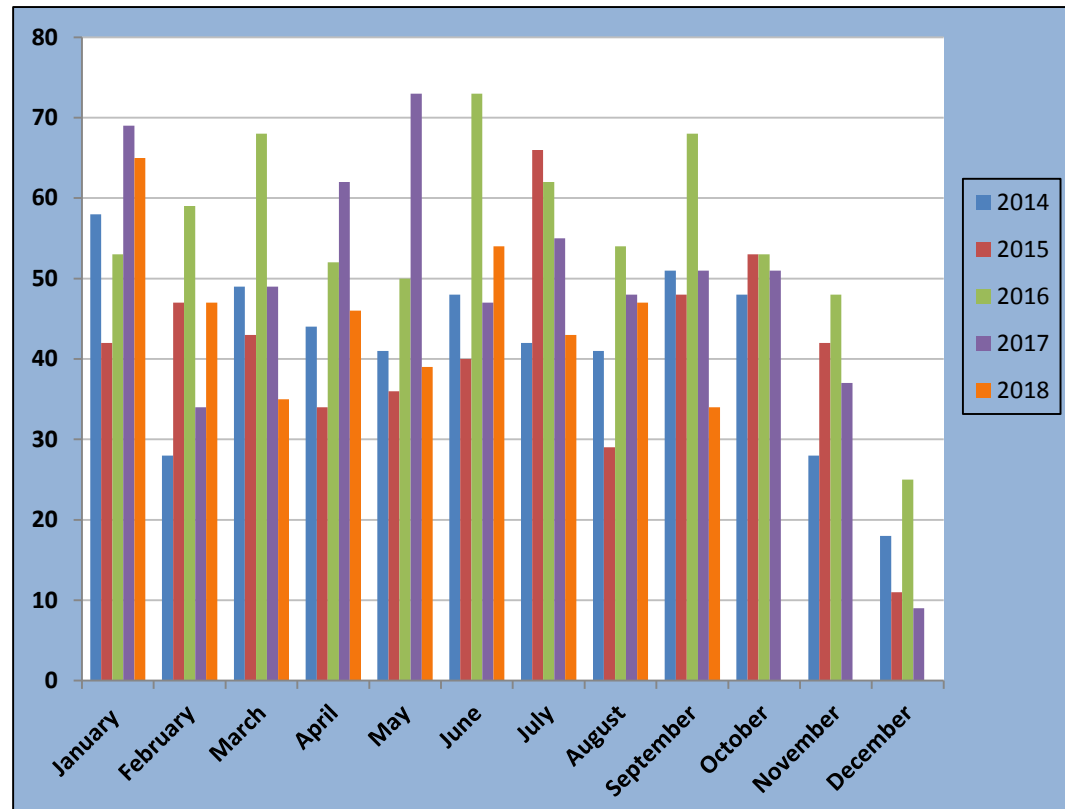
Year 2017	Residential Permits	Commercial Permits	Institutional Permits	Industrial Permits	Total of all Building Permits
January	\$ 3,527,200.00	\$ 260,000.00	\$ -	\$ 49,000.00	\$ 3,836,200.00
Feburary	\$ 6,394,500.00	\$ 150,000.00	\$ 5,000.00	\$ 82,000.00	\$ 6,631,500.00
March	\$ 7,355,867.43	\$ 241,500.00	\$ 35,000.00	\$ 70,000.00	\$ 7,702,367.43
April	\$ 5,679,040.00	\$ 452,879.00	\$ 144,000.00	\$ -	\$ 6,275,919.00
May	\$ 14,259,804.48	\$ 475,000.00	\$ 1,138,000.00	\$ 1,047,391.00	\$ 16,920,195.48
June	\$ 10,196,140.00	\$ 2,781,600.00	\$ 15,000.00	\$ 352,800.00	\$ 13,345,540.00
July	\$ 11,355,600.00	\$ 1,916,165.00	\$ 110,400.00	\$ 26,399,000.00	\$ 39,781,165.00
August	\$ 9,928,100.00	\$ 1,113,000.00	\$ 1,007,000.00	\$ 172,900.00	\$ 12,221,000.00
September	\$ 12,555,400.00	\$ 886,000.00	\$ -	\$ 775,000.00	\$ 14,216,400.00
October					
November					
December					
Year-to-date Totals	\$ 81,251,651.91	\$ 8,276,144.00	\$ 2,454,400.00	\$ 28,948,091.00	\$ 120,930,286.91

SEPTEMBER 2018 - Newly Issued Business Licences

License #	Business Name	Address	Activity	Contact	Category	TaxRoll
LCC201800865	HOMEFRONT PROPERTY MAINTENANCE		GENERAL CONTRACTOR	7809688809	Non-Resident	
LCB201801202	KING BUSINESS SOLUTIONS	5904 50 ST, Unit:13, Leduc, AB	BOOKKEEPING & HR BUSINESS SERVICES	7804465901	General	010351
LCB201801213	TeeBreeze Entertainment Ltd	100 EDGEWATER CIR, Leduc, AB	Bouncy Castles & Entertainers - Event Oct. 13th	4032163070	Mobile	020187
LCB201801222	Metro Green Logistics	3903 75 AVE, Unit:106, Leduc, AB	Cannabis Distribution Center	7807825586	General	014117
LCB201801229	Elektro FX	4511 41 AVE, Leduc, AB	Makeup artistry and e-commerce store	7802466663	Home Based	008696
LCB201801236	No Ordinary Basket	25 WALTERS PL, Leduc, AB	Assembling gift baskets	7807212482	Home Based	013481
LCB201801239	Somerville Memorials Ltd.		Monument sales and installation	8075776463	Non-Resident	
LCB201801240	METRO SHUTTLES SERVICES	540 REYNALDS WYND, Leduc, AB	SHUTTLE SERVICE	7802394779	Home Based	017985
LCB201801241	LAUREL BURTCH	70 NOOTKA RD, Leduc, AB	HAIR SALON	7809801107	Home Based	006696
LCB201801243	GRASSROOTS	5906 50 ST, Unit:3, Leduc, AB	RETAIL CANNABIS STORE	7809830773	General	010341
LCB201801244	THE CHOPPED LEAF LEDUC	5411 DISCOVERY WAY, Unit:104	RESTAURANT	7806121211	General	
LCB201801247	Aurora Processing HIB	3498 63 AVE, Leduc, AB	Cannabis processing & packaging	7808866335	General	019048
LCB201801253	Kayl Immigration Services Inc.	810 MORRIS AVE, Leduc, AB	Immigration Services	7802898902	Home Based	018856
LCB201801258	Triton Competitive Swim Society	66 WILKINSON PL, Leduc, AB	Competitive swim club	7808814681	Home Based	011772
LCB201801259	UNIQUE CREATIONS LTD	5302 50 ST, Leduc, AB	HAIRSTYLIST (Evolution Salon)	7809804004	General	010326
LCC201801260	TED ZYLSTRA		ELECTRICAL INSTALLATIONS	7804908273	Non-Resident	
LCB201801262	HomeStyle Interiors	14 MCKAY CLOSE, Leduc, AB	Home staging and interior design/consulting services	7809351519	Home Based	011568
LCC201801269	ASK Homes & Reno's Ltd		Building Construction	7809536585	Non-Resident	
LCC201801272	Luced Services Ltd.		Sheet Metal, Heating and Air Conditioning	7807320009	Non-Resident	
LCB201801278	Liquor Wave	4809 43A AVE, Unit:109	Liquor Store	7802244058	General	010308
LCB201801283	Mitch Cammidge Coaching Ltd.	7 BIRCHGLEN CRES, Leduc, AB	Business coaching (business operations, financials)	7802423130	Home Based	012121
LCC201801296	City Furnace Mechanical		Plumbing and Heating Contractor	7808684380	Non-Resident	
LCC201801299	by-Design Tile	4420 42B AVE, Leduc, AB	Residential/ Commercial tile work	7802358386	Home Based	008896
LCB201801303	Flossy Bumz Inc.	4204 36 AVE, Leduc, AB	Lifestyle Brand - selling apparel	5879839011	Home Based	008364
LCC201801304	Don Campbell		Electrical	7802677424	Non-Resident	
LCC201801305	THIBS ELECTRIC LTD		ELECTRICAL CONTRACTOR	5875992245	Non-Resident	
LCC201801311	Navera Energy Solutions		Electrical Contractor	4033583595	Non-Resident	
LCB201801312	Oodle Noodle	5423 50 ST, Unit:A, Leduc, AB	Wok noodles and pan fried	3065020949	General	
LCB201801320	Always Hair For You Wigs	4720A 50 AVE, Leduc, AB	RETAIL (WIGS)	4033505321	General	010240
LCC201801328	HERITAGE ROOFING & COMPLETE		ROOFING	7803573310	Non-Resident	
LCC201801332	Karatula Art & Sign		Signage making & printing	5879383835	Non-Resident	
LCB201801338	PRISCILLA TAYLOR	5204 50 ST, Unit:6, Leduc, AB	REGISTERED MASSAGE THERAPIST	7809862921	General	010324
LCC201801339	Waymarc Industries Ltd		Design, sell and install storage solutions	7804532358	Non-Resident	
LCB201801341	LASHFULLY EVER AFTER	5110 50 ST, Leduc, AB	LASH EXTENSION SERVICES	7809954055	General	010320
TOTAL	34					

Newly Issued Business Licences Comparison by Year

	2014	2015	2016	2017	2018
January	58	42	53	69	65
February	28	47	59	34	47
March	49	43	68	49	35
April	44	34	52	62	46
May	41	36	50	73	39
June	48	40	73	47	54
July	42	66	62	55	43
August	41	29	54	48	47
September	51	48	68	51	34
October	48	53	53	51	
November	28	42	48	37	
December	18	11	25	9	
Total	496	491	665	585	410



Current Licence Types

	General	Resident (Occ)	Non-Res.	Mobile	Non-Profit	Total
January	755	221	427	6	15	1424
February	862	279	491	11	26	1669
March	894	303	549	12	27	1785
April	927	352	596	16	27	1918
May	938	367	651	20	27	2003
June	954	377	693	25	27	2076
July	962	387	731	34	28	2142
August	972	394	772	40	28	2206
September	980	401	796	42	29	2248
October						0
November						0
December						0

2014 Year End for Comparison

Total	897	351	803	14	11	2076
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2015 Year End for Comparison

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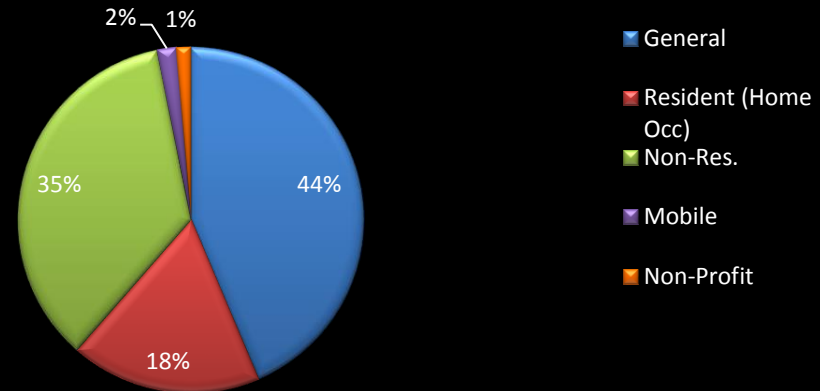
2016 Year End for Comparison

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

Total	972	405	895	23	30	2325
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Licence Types as of Sept. 30, 2018



ADJOURNMENT