

**MINUTES**  
**County Council and Municipal Planning Commission**

Lac Ste. Anne County held a County Council and Municipal Planning Commission on November 6, 2019 commencing at 9:30 a.m. in the Council Chambers of the County Administration Building in Sangudo, Alberta.

**Councillors Present:** Reeve, Joe Blakeman  
Deputy Reeve, Nick Gelych  
Councillor, Lorne Olsvik  
Councillor, Ross Bohnet  
Councillor, Steve Hoyda

**Councillors Absent:** Councillor, Lloyd Giebelhaus  
Councillor, George Vaughan

**Administration Present:** County Manager, Mike Primeau  
GM Community & Protective Services, Trista Court  
Planning & Development Manager, Matthew Ferris  
General Manager of Corporate Services, Mike Morton  
Executive Assistant, Cindy Suter  
Director of Infrastructure, Greg Edwards  
Community Services Manager, Donna Kerr  
Community Services Coordinator, Taryn Monteith  
Health & Safety Director, Jason Dach  
Assistant Ag. Services Manager, Stacy Berry

**Also Present:** 3 members of the public were in attendance.  
Reeve Blakeman called the meeting to order at 9:35 a.m.

**CALL TO ORDER**

**ADDITIONS TO AGENDA**

6.4. North 43 Lagoon Forcemain

**ACCEPTANCE OF AGENDA**

**Acceptance of the Agenda**

609-2019 MOVED BY Deputy Reeve Nick Gelych that County Council approves the November 6, 2019 County Council and Municipal Planning Commission Meeting agenda as amended. Carried.

**ADOPTION OF MINUTES**

**October 2, 2019 County Council and Municipal Planning Commission Meeting Minutes**

610-2019 MOVED BY Councillor Ross Bohnet that County Council approves the October 2, 2019 County Council and Municipal Planning Commission Meeting minutes, as presented. Carried.

**DELEGATIONS & PRESENTATIONS**

**10:00 am Appointment - Social Needs Assessment, RC Strategies+PERC**

611-2019 MOVED BY Councillor Ross Bohnet that County Council receive the "Social Needs Assessment" presentation as delivered by RC Strategies+PERC for information.

Carried.

**INFRASTRUCTURE & PLANNING SERVICES****Community Planning Association of Alberta 2020**

- 612-2019 MOVED BY Councillor Steve Hoyda that County Council accepts the request for sponsorship from the Community Planning Association of Alberta for information.

Carried.

**Safety Code Provider**

- 613-2019 MOVED BY Deputy Reeve Nick Gelych that County Council approves the hiring of Superior Safety Codes as the Safety Codes provider for Lac Ste. Anne County and further directs the Administration to have legal draft the new contract outlining a no-cost out clause.

Carried.

**ACP Grant Sturgeon River Watershed Alliance Support**

- 614-2019 MOVED BY Deputy Reeve Nick Gelych that County Council support the application by the Summer Village of Silver Sands for funding to continue the work of the Sturgeon River Watershed Alliance (SRWA) from the Alberta Community Partnership grant program.

Carried.

**North 43 Lagoon Commission Gunn Regional Sanitary Foremain Project Extension to South Sunset Point**

- 615-2019 MOVED BY Deputy Reeve Nick Gelych that County Council approve the budget for Phase II Foremain Extension from Castle Island to South-Sunset Point area at a cost of up to \$100,000.00 with funding allocated from the reserves.

Carried.

**INFRASTRUCTURE****PUBLIC WORKS**

**10:30 a.m. Public Hearing for Bylaw 22-2017-03-19 regarding to amend Land Use Bylaw by adding Single Detached Secondary Dwelling as a Discretionary Accessory Use within Agricultural Fringe District (AGF).**

Reeve Blakeman convened the public hearing at 10:30 am in accordance with the provisions of the Municipal Government Act to provide an opportunity for public input and comment regarding proposed Bylaw 22-2017-03-19, and explained the process for the public hearing.

Administration presented Bylaw 22-2017-03-19.

No one was in attendance for the Bylaw 22-2017-03-19  
No one was in attendance against the proposed change.

Verbal Submissions: No verbal submissions were presented.

Written Submissions:

Written submissions were received as attached to the agenda.

- 616-2019 MOVED BY Councillor Lorne Olsvik that County Council accepts the presentations in the Public Hearing be accepted for information and further that the Public Hearing for Bylaw #22-2017-03-2019, for the purpose of amending the Land Use Bylaw be closed at 10:55 a.m.

Carried.

**PLANNING AND DEVELOPMENT**

**Request for Dual Approach to Single Approach**

617-2019 MOVED BY Councillor Steve Hoyda that County Council accepts the discussion about the dual approach to single approach access on Tax Roll 5505131004, Lot 3, Block 1, Plan 162 3189, for information and further directs Administration to contact the landowner for a solution.

Carried.

**MUNICIPAL PLANNING COMMISSION**

618-2019 MOVED BY Deputy Reeve Nick Gelych that County Council meeting be recessed to hold a Municipal Planning Meeting at 11:05 a.m.

Carried.

**19-D0188, within SE 14-55-03 W5M, to build a 105.0m high guyed telecommunications tower with a shelter at the base**

619-2019 MOVED BY Councillor Lorne Olsvik that County Council approves development permit application 19-D0188, Applicant: TELUS Communications Inc., Owner: TLB Trucking Ltd., to build a 105.0 m high guyed telecommunications tower with a shelter at the base within SE 14-55-03 W5M, Tax Roll #5503141001 (Div. 3), be approved subject to the following conditions:

1. Failure to conform to the conditions of a development permit will render the permit null and void.
2. Prior to construction or commencement of any development, the Owner/Applicant or contractor is responsible to obtain building, electric, plumbing, sewage, and gas permits, if required. Permits must be obtained from Lac Ste. Anne County. The Applicant is required to consult with the permit issuer to ensure that there are no conflicts between homeowner/contractor permits and the person(s) responsible for performing the actual work.
3. The Applicant shall be responsible for obtaining and complying with any required permits from federal, provincial, or other regulatory bodies. The Applicant shall also be responsible for complying with the condition of any easement, covenant, building scheme, or development agreement affecting the site.
4. The development that is the subject of the permit to be commenced within twelve months of the issue date of the development permit and be completed within twenty-four months.
5. All development shall be landscaped and graded in a manner that all surface run-off is either contained on-site, or public drainage system (i.e. a municipal ditch).
6. The Applicant shall remove all garbage and waste at his/her own expense and keep the site in a neat and orderly manner.
7. Any field work or construction undertaken prior to the effective date of the development permit is at the risk of the Owner(s)/Applicant(s).
8. The Applicant must obtain Public Works approval for all approaches required for the proposed development.
9. Any changes, amendments, or additions to this development permit shall require a new development permit application, including but not limited to an expansion or intensification of the use.
10. The proposed development shall be sited and conform to all building setbacks as shown on the submitted drawing, shall not be moved or enlarged except where authorized and conform to all building setbacks as required as per the Land Use Bylaw requirements:  
 Agricultural 1 (AG1)  
 FRONT 25.0 m (82.02 ft.) from any municipal roadway  
 REAR 7.5 m (24.61 ft.)  
 SIDE 6.0 m (19.69 ft.)  
 Notwithstanding the above setback distances, the Tower shall be located no closer than the distance calculated by adding height of the tower plus 10% of the height of the tower from any adjacent parcels, occupied dwellings, or roadways.
11. Applicant must abide by rules and regulations imposed by Alberta Transportation as per Roadside Development Permit RSDP026485 dated August 2, 2019.
12. Pursuant to Rural Addressing Bylaw 15-2002, the applicant to provide confirmation that a rural address sign that complies with the County's Rural Address Sign Specifications is placed within 3 months of the approval of this development permit. Rural addressing signs can be obtained from Lac Ste. Anne County.

**Communication Tower Conditions**

13. All freestanding telecommunication towers shall be designed to prevent climbing or sliding down, and their base and stabilizing lines shall be separately fenced.
14. The use of any portion of a tower or antenna for signs, other than to provide a warning or equipment information, is prohibited.
15. Communication facilities and towers are to be removed and the site reclaimed within six months of cessation of use or when telecommunication towers, buildings, or antenna equipment become obsolete.
16. A sign shall be placed on the tower, structure or fencing which includes the identity of the owner, warnings of safety issues, and the full rural address.
17. Any security lighting to be installed must follow dark sky lighting principles and standards to the satisfaction of the Development Authority.

Carried.

**193193-19-D0181, Lot 1, Block 1, Plan 012 0704, within SW 3-54-2 W5M, for Commercial Development - equipment sales, repair and delivery.**

620-2019

MOVED BY Councillor Steve Hoyda that County Council defers the development permit application 193193-19-D0181, Applicant: Machinery Mike Sales, Owner: 1840104 Alberta Ltd., for Commercial Development - equipment sales and repair and delivery, on Lot 1, Block 1, Plan 012 0704, within SW 3-54-2 W5M, Tax Roll #5402032002 (Div. 1).

Carried.

**19-D0192, within SE 03-56-05 W5M, for Removable frisbee (disc) golf targets - 18 target course layout in existing hay field**

621-2019

MOVED BY Councillor Steve Hoyda that County Council approves development permit application 19-D0192, Applicant: Smith, Daphne, Owner: SMITHMAX INC., for Removable frisbee (disc) golf targets - 18 target course layout in existing hay field within SE 03-56-05 W5M, Tax Roll #5605031001 (Div. 4), be approved subject to the following conditions:

1. Failure to conform to the conditions of this permit will render it null and void
2. Prior to construction or commencement of any development, owner/developer or contractor is responsible to obtain building, electric, plumbing, gas and private sewage system permits, if required. Permits must be obtained from Lac Ste. Anne County. The developer is advised to consult with the permit issuer to ensure that there are no conflicts between homeowner/contractor permits and the person(s) responsible for performing the actual work.
3. The development that is the subject of this permit is to be commenced within 12 months of the effective date of the development permit.
4. All development shall be landscaped in a manner that all surface run-off is either contained on-site, directed into an existing water body (i.e., a lake or stream), or public drainage system (i.e., a municipal ditch).
5. The developer shall remove all garbage and waste at his/her own expense and keep the site in a neat and orderly manner.
6. The proposed development shall be sited and conform to all building setbacks as shown on the submitted drawing and shall not be moved or enlarged except where authorized or directed through this permit approval.
7. Any field work or construction undertaken prior to the effective date is at the owners'/developers' risk.
8. Any changes or additions to this permit shall require a new development permit application.
9. All development permit fees shall be paid in full prior to construction or commencement of any development. Failure to pay permit application fees will render this permit null and void.
10. Applicant to obtain Public Works approval for all approaches required for the proposed development.
11. This permit is valid for one year commencing the effective date, and shall be automatically renewed each year afterwards subject to conformance with the Land Use Bylaw and the conditions of approval contained in this permit.
12. The applicant is responsible for obtaining and complying with any required permits from Federal, Provincial, or other legislation, or the condition of any easement, covenant, building scheme, or development agreement affecting the land.
13. Any damage to the County Roads shall be the responsibility of the applicant/landowner.
14. Signage must be approved in accordance with County By-laws.
15. The applicant shall be responsible for dust control measures to a manner suitable to Lac Ste Anne County Public Work's department for the following areas: South of Highway 43 intersection on Range RD 52, and continuing South for 1012 m.
16. The proposed development shall be sited and conform to all setbacks as shown on the

submitted drawing, shall not be moved or enlarged except where authorized and conform to all building setbacks as required as per the Land Use Bylaw requirements:

FRONT: 10.0 m from internal subdivision road; 25.0 m (82.02 ft) from any Municipal roadway; 40.0 m (131.23 ft) from any highway right-of-way (ROW)

REAR: 7.5 m (24.61 ft)

SIDE: 6.0 m (19.69 ft)

17. Setbacks, landscaping buffers, fencing, and other measures shall be provided to minimize the impact on existing and potential uses in the area.

Carried.

**19-D0209, Lot 314, Block 2, Plan 0425881, Nakamun Lake Estates within SE 35-56-02 W5M, for 1978 Manufactured Home 24.0' x 48.0' (1150.0 sq. ft.) on wood blocking**

622-2019

MOVED BY Deputy Reeve Nick Gelych that County Council approves development permit application 193193-19-D0209, Applicant/Owner: Fraser Smith for 1978 Manufactured Home 24.0' x 48.0' (1150.0 sq. ft.) on wood blocking on Lot 314, Block 2, Plan 0425881, Nakamun Lake Estates within SE 35-56-2 W5M, Tax Roll #5602351105 (Div. 2), be approved subject to the following conditions:

1. Failure to conform to the conditions of a development permit will render the permit null and void.
2. Prior to construction or commencement of any development, the Owner/Applicant or contractor is responsible to obtain building, electric, plumbing, sewage, and gas permits, if required. Permits must be obtained from Lac Ste. Anne County. The Applicant is required to consult with the permit issuer to ensure that there are no conflicts between homeowner/contractor permits and the person(s) responsible for performing the actual work.
3. The Applicant shall be responsible for obtaining and complying with any required permits from federal, provincial, or other regulatory bodies. The Applicant shall also be responsible for complying with the condition of any easement, covenant, building scheme, or development agreement affecting the site.
4. The development that is the subject of the permit to be commenced within twelve months of the issue date of the development permit and be completed within twenty-four months.
5. All development shall be landscaped and graded in a manner that all surface run-off is either contained on-site, or public drainage system (i.e. a municipal ditch).
6. The Applicant shall remove all garbage and waste at his/her own expense and keep the site in a neat and orderly manner.
7. Any field work or construction undertaken prior to the effective date of the development permit is at the risk of the Owner(s)/Applicant(s).
8. The Applicant must obtain Public Works approval for all approaches required for the proposed development.
9. Any changes, amendments, or additions to this development permit shall require a new development permit application, including but not limited to an expansion or intensification of the use.
10. The Applicant shall pay the annual Solid Waste Utility bill as per Solid Waste Utility Bylaw.
11. The proposed development shall be sited and conform to all building setbacks as shown on the submitted drawing, shall not be moved or enlarged except where authorized and conform to all building setbacks as required as per the Land Use Bylaw requirements:  
Country Residential 3 (CR3)  
FRONT 10.0 m (32.81 ft.) fronting any internal multi-parcel subdivision roadway  
REAR 7.5 m (24.61 ft.)  
SIDE 6.0 m (19.69 ft.)
12. Pursuant to Rural Addressing Bylaw 15-2002, the applicant to provide confirmation that a rural address sign that complies with the County's Rural Address Sign Specifications is placed within 3 months of the approval of this development permit. Rural addressing signs can be obtained from Lac Ste. Anne County.  
Conditions for Mobile Home Applications
13. All mobile homes shall have Canadian Standards Association Certification.
14. All skirting shall be from floor to ground level and shall match or complement the external finish of the mobile home.
15. The mobile home to be removed from property when no longer required for intended use.
16. The Applicant shall sign a letter of undertaking (agreement) and post security in the form of an irrevocable letter of credit or cash in the amount of \$2,000.00 for a single-wide manufactured/mobile home prior to the issuance of a building permit and the building being moved on-site. This security will ensure that any required modification to the design siting, finishing, and cladding of the relocated building are completed. The security shall be held in a non-interest bearing account and shall be returned to the applicant once the development permit conditions have been fulfilled and upon County inspection.

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- 17. In the event the funds allocated in the letter of credit are not sufficient to ensure satisfactory completion of the require modifications, the Development Authority may undertake the modifications at the expense of the Applicant.
- 18. Any renovations and any conditions imposed by the Development Authority to a relocated building shall be completed within one year of the issuance of the development permit. Non-compliance shall result in the forfeiture of the performance bond or letter of credit.
- 19. Upon completion of the structure, the Development Authority will inspect the site to determine compliance. If work is not done to the County's satisfaction, the Development Authority shall be at the liberty to use the security to have the work completed to bring the building into compliance.
- 20. Except where exempted by the Development Authority, any building receiving approval to be relocated shall be brought up to all existing standards, ordinances, rules, regulations, and Bylaws, including the *Alberta Safety Codes Act*.
- 21. The home must be placed on a foundation suitable to the *Alberta Safety Codes Act*.

Carried.

623-2019 MOVED BY Deputy Reeve Nick Gelych that County Council adjourns the Municipal Planning Commission Meeting at 11:29 a.m. to resume the Regular County Council Meeting.

Carried.

**COMMUNITY & PROTECTIVE SERVICES**

**COMMUNITY SERVICES**

**Family Violence Prevention Month**

624-2019 MOVED BY Deputy Reeve Nick Gelych that County Council proclaims November 2019 Family Violence Prevention Month in Lac Ste. Anne County.

Carried.

**CPS - OTHER ITEMS**

**Council's Statement of Commitment to Safety**

625-2019 MOVED BY Deputy Reeve Nick Gelych that County Council adopts the Council's Statement of Commitment to Safety as presented and further request the Joint Worksite Health & Safety Program incorporate its' use into the County's Occupational Health & Safety Management System accordingly.

Carried.

**CORPORATE SERVICES**

**FINANCE**

**2020 to 2023 Draft 4 Operating Budget and the 2020 to 2029 Draft 4 Capital Budget Discussion**

626-2019 that County Council accepts the discussion on the 2020 to 2023 Draft 4 Operating Budget and the 2020 to 2029 Draft 4 Capital Budget for information.

Carried.

**Banking Services Agreement**

627-2019 MOVED BY Councillor Steve Hoyda that County Council hereby approves the 5 Year Banking Services Agreement with Servus Credit Union commencing January 1, 2020, through to December 31, 2024.

Carried.

**CLOSED SESSION**

Councillors Present:  
Joe Blakeman, Reeve  
Nick Gelych, Deputy Reeve  
Lorne Olsvik, Councillor  
Steve Hoyda, Councillor

Ross Bohnet, Councillor

Administration Present:

Mike Primeau, County Manager, Mike Morton, General Manager of Corporate Services, Trista Court, General Manager of Community and Protective Services, Greg Edwards, Director of Infrastructure, Cindy Suter, Executive Secretary

628-2019 MOVED BY Councillor Steve Hoyda that County Council enters a Closed session at 11:49 a.m. pursuant to section 197(2) of the Municipal Government Act and in accordance with Section 16, 17, 24 of the freedom of information and Protection of Privacy Act.

- Third Party Contracts
- Enforcement
- Tax & Assessment
- Agricultural Services

Carried.

Recessed from 12:05 p.m. to 12:45 p.m.

All Councillors previously listed in attendance remained at the meeting.

629-2019 that County Council adjourns the Closed Session at 2:30 a.m.

Carried.

**COUNTY MANAGER**

**Wabamun Physician & Health Care Provider Recruitment & Retention Committee**

630-2019 MOVED BY Deputy Reeve Nick Gelych that County Council accepts the mail out correspondence on the Wabamun Physician & Healthcare Provider Recruitment & Retention Committee Update and Fundraising Efforts, as information.

Carried.

**Strategic Planning Rescheduling**

631-2019 MOVED BY Deputy Reeve Nick Gelych that the Strategic Planning Session scheduled for Friday, November 8th, 2019 be rescheduled to a December 5th, 2019.

Carried.

**BYLAWS & POLICIES**

**Bylaw 22-2017-03-19 regarding to amend Land Use Bylaw by adding Single Detached Secondary Dwelling as a Discretionary Accessory Use within Agricultural Fringe District (AGF).**

632-2019 MOVED BY Councillor Lorne Olsvik that County Council given second reading to Bylaw 22-2017-03-19 Bylaw 22-2017-03-19 regarding to amend Land Use Bylaw by adding Single Detached Secondary Dwelling as a Discretionary Accessory Use within Agricultural Fringe District (AGF).

Carried.

633-2019 MOVED BY Councillor Steve Hoyda that County Council given third reading to Bylaw 22-2017-03-19 Bylaw 22-2017-03-19 regarding to amend Land Use Bylaw by adding Single Detached Secondary Dwelling as a Discretionary Accessory Use within Agricultural Fringe District (AGF).

Carried.

**COUNCIL COMMITTEE REPORTS**

**ADJOURNMENT**

Reeve Blakeman adjourned the meeting at 2:32 p.m.

CAO

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Reeve

A handwritten signature in black ink, appearing to be 'J. Blakeman', written over a horizontal line.