

**MINUTES**  
**County Council Regular Meeting**

Lac Ste. Anne County held a County Council Regular Meeting on September 8, 2021 commencing at 9:30 a.m. in the Council Chambers of the County Administration Building in Sangudo, Alberta.

Councillors Present: Joe Blakeman, Reeve  
Nick Gelych, Deputy Reeve  
George Vaughan, Councillor  
Lloyd Giebelhaus, Councillor  
Steve Hoyda, Councillor

Councillors Absent: Ross Bohnet, Councillor  
Lorne Olsvik, Councillor

Administration Present: Mike Primeau, County Manager  
Trista Court, GM Community & Protective Services  
Mike Morton, GM of Corporate Services  
Greg Edwards, GM of Infrastructure & Planning  
Matthew Ferris, Planning & Development Manager  
Cindy Suter, Executive Assistant  
Rob Smyth, Assessment & Taxation Manager  
Stacey Wagner, Communications & Information Manager

Also Present: Three members of the public were in attendance.

**CALL TO ORDER**

Reeve Joe Blakeman called the meeting to order at 9:34 a.m.

**ADDITIONS TO AGENDA**

**Additions to the Agenda**

10.B.3 ACP Grant  
11.B.1. Metis Seniors Complex  
9.E.2. Letter of Support East End Bus  
5.1 Defer Trail of 1877 Presentation

**ACCEPTANCE OF AGENDA**

**Acceptance of the Agenda**

573-2021 MOVED BY Councillor Steve Hoyda that County Council approves the September 8, 2021 County Council meeting agenda as amended. Carried.

**ADOPTION OF MINUTES**

**DELEGATIONS & PRESENTATIONS**

**Delegations & Presentations**

10:30 a.m. Appointment - Clint Weir - Atlas Growers

574-2021 MOVED BY Deputy Reeve Nick Gelych that County Council accepts the presentation by Clint Weir of Atlas Growers, for information.

Carried.

## INFRASTRUCTURE & PLANNING SERVICES

### PUBLIC WORKS

### INFRASTRUCTURE

### PLANNING AND DEVELOPMENT

### IPS - OTHER ITEMS

### UTILITIES & SPECIAL PROJECTS

#### Into MPC

575-2021 MOVED BY Councillor George Vaughan that the County Council meeting be recessed to hold a Municipal Planning Commission meeting at 10:05 a.m.

Carried.

### MUNICIPAL PLANNING COMMISSION

**193193-21-D0229, Lot , Block , Plan , within SW 27-57-3 W5M, for Seasonal RV resort, addition of 30 campsites**

576-2021 MOVED BY Councillor George Vaughan that development permit application 193193-21-D0229, Applicant: Willow Bend Resort c/o Peter Bourgeois, Owner: 929242 Alberta Ltd., for Seasonal RV resort within S.W. 27-57-3 W5M, Tax Roll #5703272001 (Div. 3), be deferred.

Carried.

577-2021 MOVED BY Councillor Lloyd Giebelhaus that County Council directs Administration to request further information from the applicant and bring it back to a future meeting.

Carried.

**21-D0230, within SE 36-56-05 W5M, for Agri-tourism/Off-grid camping with Front variance Regulations 82.02' Requested 18.0' Variance 64.02', Side variance Regulations 19.69' Requested 18.0' Variance 1.69'**

578-2021 MOVED BY Councillor Steve Hoyda that development permit application 21-D0230, Applicant: Lindsey, Les & Val Litke, Owner: Les & Val Litke, for Agri-tourism/Off-grid camping with Front variance Regulations 82.02' Requested 18.0' Variance 64.02ft, Side variance Regulations 19.69' Requested 18.0' Variance 1.69' within SE 36-56-05 W5M, Tax Roll #5605361001 & 5605254001 & 5604312001 (Div. 4), 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 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.
8. The Applicant shall pay the annual Solid Waste Utility bill as per Solid Waste Utility Bylaw.
9. 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 and Waterbody  
REAR: 7.5 m (24.61 ft)  
SIDE: 6.0 m (19.69 ft)  
\*Front Variance Request - Required: 82.02 ft, Requested: 18.00 ft, Variance 64.02 ft  
\*Side Variance Request - Required: 19.69 ft, Requested: 18.00 ft, Variance 1.69 ft
10. The permit is valid for one (1) 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 the permit.
11. The Applicant Shall maintain at all times a Lac Ste. Anne County Business License as per Business License Bylaw.
12. The Applicant is advised that any application for renewal is subject to review by the Development Authority. The Development Authority shall be notified in writing of such renewal requests, accompanied by the appropriate development permit application fee, if required, at least six months prior to the expiry date of the development permit.
13. The applicant/owner shall enter into an Encroachment Agreement with Lac Ste. Anne County which shall include the lands under tax roll 5604312001, 5605361001, 5604303001, 5605254001 in a form and on terms and conditions satisfactory to the County, which shall be registered against title to the lands prior to the commencement of development.
14. The applicant/owner shall widen the access road to at least 6.0m in order to be able to provide access for emergency vehicles.
15. Lac Ste. Anne County will not be responsible for road maintenance on the new portion of road built on County Right of Way.
16. In the event Lac Ste Anne County is required to install or improve Range Road 50, the applicant shall be required to remove any developments encroaching the right of way at their expense.
17. No food preparation or cooking for guests shall be conducted within any bedroom made available for rent.
18. The applicant/owner shall enter into an Overland Drainage Easement and Restrictive Covenant with Lac Ste. Anne County, in a form and on terms and conditions satisfactory to the County, which shall be registered against the title to the lands prior to the commencement of development.

Carried.

**20-D0274, Block A, Plan 328KS, Gunn within SE 10-55-03 W5M, for Convenience store, gas station and restaurant, rebuild with canopy and additional amenities, liquor store relocation (to existing building)**

579-2021

MOVED BY Councillor George Vaughan that development permit application 20-D0274, Applicant/Owner: 817206 Alberta Ltd., for Convenience store, gas station and restaurant, rebuild with canopy and additional amenities, liquor store relocation (to existing building) on Block A, Plan 328KS, Gunn within SE 10-55-03 W5M, Tax Roll #5503101004 (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 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:
    - Highway Development (HD)
      - FRONT 25.0 m (82.02 ft.) from any municipal roadway
      - 40.0 m (131.23 ft.) from any highway right-of-way (ROW)
      - REAR 7.0 m (22.97 ft.)
      - SIDE 7.0 m (22.97 ft.)
- \*FRONT - NORTH 40.0 m (131.23 ft.) from any highway right-of-way (ROW)  
 \*Front Yard Variance Request for proposed development - Regulation: 40.0 m, Requested: 5.0 m, Variance 35.0 m
- \*REAR - SOUTH 7.0 m (22.97 ft.)  
 \*Rear Yard Variance Request for proposed development - Regulation: 7.0m, Requested: 6.0 m, Variance 1.0 m
12. The applicant/owner shall enter into an Overland Drainage Easement and Restrictive Covenant with the Lac Ste. Anne County, in a form and on terms and conditions satisfactory to the County, which shall registered against title to the lands prior to the commencement of development.
  13. Pursuant to Rural Addressing Bylaw, 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.
  14. The building should be connected to municipal service (water and/or sewer) at the Applicant's expense within one year from date of issuance of this permit.
  15. The Applicant will be required to provide an emergency and fire protection plan.
  16. The Applicant will be required to submit an engineering assessment evaluating the storm water management capacity of the site and potential solutions for mitigating the impacts on the capacity of the overall storm water basin.
  17. The Applicant shall ensure that there is appropriate lighting of the site so as to provide security. Lighting standards and fixtures shall be located and arranged so that no light is directed at any adjoining properties and so that it does not interfere with the effectiveness of any traffic control device.
  18. No public access shall be allowed to the site until the County Engineer consents that the section of the proposed development is complete and deemed safe to the public.
  19. The permit is valid for one (1) 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 the permit.
  20. The Applicant shall supply, at the Applicant's own expense, portable commercially serviced toilets to be used on the lands during the entire term of the permit.
  21. No highly explosive materials used for blasting will be used or stored on the premises. No activity shall be allowed that would interfere with radio or television in the area, nor shall there be any offensive odor, heat, or glare noticeable at or beyond the property line.
  22. The Applicant must obtain a business license from Lac Ste. Anne County before the opening of the facility and shall maintain at all times a Lac Ste. Anne County Business License as per Business License Bylaw.



- 23. The business shall have adequate on-site parking available to accommodate parking needs.
- 24. Each parking space within a parking facility shall be a minimum of 2.5 metres (8.2 feet) wide and 6.0 metres (19.69 feet) long except that parallel parking spaces shall be a minimum of 6.5 metres (21.33 feet) long.
- 25. One (1) barrier-free disabled parking space shall be provided for any required parking facility accommodating between four (4) and one hundred (100) parking spaces.
- 26. Each barrier-free parking space within a parking facility shall be a minimum of 3.7 metres (12.14 feet) wide and 7.0 metres (22.97 feet) long.
- 27. Development Authority, and/or Bylaw Officer(s), and/or Community Peace Officer(s) may enter the property at any time without notice to ensure all permit conditions are being met and/or complied with.
- 28. No loading or unloading of equipment or materials shall occur on the municipal road network.
- 29. Applicant must abide by rules and regulations imposed by Alberta Transportation as per Roadside Development Permit RSDP033481 dated August 17, 2021.
- 30. The Applicant shall enter into and abide by the provisions of a Development Agreement with Lac Ste. Anne County. The agreement shall include terms, to the satisfaction of Lac Ste. Anne County relating to the upgrading of the service road.
- 31. Prior to construction the Applicant must provide a lot grading/landscape plan to the satisfaction of planning and development. Upon completion of construction, the Applicant is required to show verification that the approved lot grading/landscape plan has been complied with.
- 32. The applicant shall be responsible for an approved reclamation plan and conformance with all requirements of the reclamation plan.
- 33. The applicant shall be responsible for all costs incurred by the County in reviewing the reclamation plan.
- 34. The applicant shall be responsible for all costs incurred by the County in relation to any road closures required as part of the reclamation plan.

Carried.

580-2021

MOVED BY Deputy Reeve Nick Gelych that the Municipal Planning Commission meeting be adjourned to resume the County Council meeting at 10:42 a.m.

Carried.

**COMMUNITY & PROTECTIVE SERVICES**

**AGRICULTURAL SERVICES**

**COMMUNITY SERVICES**

**ENFORCEMENT SERVICES**

**FIRE SERVICES**

**Council Invitation to 2021 Annual Fire Services Awards Ceremony**

581-2021

MOVED BY Councillor Steve Hoyda that County Council receive a Formal Invitation from Fire Services to attend the 2021 Annual Lac Ste. Anne Fire Services Awards Ceremony and Dinner on October 2, 2021 at the Lessard Lake Outdoor Education Centre at 19:00 hours.

Carried.

**Fire Services 2021 2nd Quarter Report**

582-2021

MOVED BY Councillor George Vaughan that County Council receive the Fire Services Department 2021 2nd Quarter Report presentation for information.

Carried.

**CPS - OTHER ITEMS**

**O'l Pembina Tractor Pull Society - Request for Sangudo Speedway Site**

- 583-2021 MOVED BY Councillor Lloyd Giebelhaus that County Council receive the request from the Ol' Pembina Tractor Pull Society to lease the Sangudo Speedway facility as information, and further direct Administration to host a meeting with the Ol' Pembina Tractor Pull Society and Deep Creek Camping & Events to discuss opportunities.

Carried.

**Letter of Support - East End Bus**

- 584-2021 MOVED BY Deputy Reeve Nick Gelych that County Council approves providing a letter of support to the East End Bus Society in support of a grant application for an additional vehicle.

Carried.

**CORPORATE SERVICES REPORT**

**FINANCE**

**ASSESSMENT & TAXATION**

**Strategic Planning Meeting with the Assessment Department**

- 585-2021 MOVED BY Deputy Reeve Nick Gelych County Council directs Administration to set up a meeting to discuss assessment-related issues with County Council on September 24, 2021 at 9:30 a.m. at Lac Ste. Anne County Council Chambers.

Carried.

Recess from 10:46 a.m. to 11:10 a.m.

**Transfer of Parcels To Municipality - Unsuccessful Tax Auction Properties**

- 586-2021 MOVED BY Councillor Steve Hoyda that County Council hereby directs Administration to submit a Final Acquisition request to Land Titles for the property rolls identified as vacant in the attached document.

Carried.

- 587-2021 MOVED BY Councillor George Vaughan that County Council directs Administration to send a letter to the property owners and the mortgage holder regarding the outstanding taxes and possible tax requisition. within 30 days it will go to tax recovery or auction.

Carried.

**ECONOMIC DEVELOPMENT**

**FOIP & RECORDS MANAGEMENT**

**IT INFORMATION**

**CS - OTHER ITEMS**

**ADMINISTRATION**

**COUNTY MANAGER**

**BYLAWS & POLICIES**

**Bylaw 22-2017-04-21**

- 588-2021 MOVED BY Councillor George Vaughan that County Council gives Bylaw 22-2017-04-21 the Metis Seniors Housing Development Bylaw first reading and schedules the public hearing for October 6, 2021, at 1:00 p.m.

Carried.

**CLOSED SESSION**

**Closed Session**

589-2021                    MOVED BY Councillor Lloyd Giebelhaus that County Council enters a Closed Session, pursuant to Section 197(2) of the Municipal Government Act, at 11:45 a.m. to discuss the following:

- legal
- personnel

subject to Section 16, 17, and 24 of the *Freedom of Information and Protection of Privacy Act (FOIP)*.

Carried.

590-2021                    MOVED BY Councillor Steve Hoyda that County Council adjourns the Closed Session at 12:25 p.m.

Carried.


591-2021                    MOVED BY Councillor Steve Hoyda that County Council directs Administration to forward a letter to Rural Municipalities Association of Alberta asking for their support during the arbitration proceeding with the Town of Mayerthorpe.

Carried.

**COUNCIL COMMITTEE REPORTS**

**ADJOURNMENT**

Reeve Joe Blakeman adjourned the meeting at 12:31 p.m.

CAO   
Reeve 