Council Planning & Economic Development Meeting

MINUTES

Thursday, March 14, 2019, 9:00 AM
Council Chambers
County Administration Building

Present
Reeve Terry Van de Kraats
Councillor Josh Bishop
Councillor Bill Krahn
Councillor Dale Woiitt
Councillor Ken Adair
Councillor Lyle Seely

Absent
Councillor Kathy Rooyakkers

Staff Present
Jeff Chipley, Assistant Chief Administrative Officer
David Blades, Director of Planning and Development
Erin Ballhorn, Recording Secretary
Jason Tran, WCPA
Naomi Finseth, Municipal Intern

1. **CALL TO ORDER**

The Council for Planning and Economic Development meeting for the County of Wetaskiwin No. 10 was called to order by Reeve T. Van de Kraats in the Council Chambers of the County of Wetaskiwin Administration Office, commencing at 9:00 a.m. on Thursday, March 14, 2019.

2. **APPROVAL OF AGENDA**

Resolution PD20190314.001
MOVED: by Councillor K. Adair
to approve the following additions to the agenda for the Council Planning and Development Meeting (Thursday, March 14, 2019) pursuant to Procedural Bylaw 2018/04, Section 8:

 Addition - New Business:

- 10.2 Options of Hosting the 2022 Alberta Winter or Summer Games

and that the agenda be approved as amended.

Carried Unanimously

3. **MINUTES APPROVAL - February 15, 2019 Meeting**

Resolution PD20190314.002
MOVED: by Councillor J. Bishop
to approve the minutes of the Council for Planning and Economic Development Meeting held Friday, February 15, 2019 as presented.

Carried Unanimously

4. **DEVELOPMENT REPORT**

4.1 **February 2019 Development Report**

During the month of February, there were eight (8) development permits completed with an estimated value of $1,358,000.00. The following table depicts the activities for the month of February, as well as a year to date total.
Administration recommended that Council approve the Development Report for February 2019 as presented.

Council discussed the details of the residential and commercial site inspections performed in the month of February, 2019.

Resolution PD20190314.003
MOVED: by Councillor L. Seely
that Council approve the Development Report for February 2019 as presented.

Carried Unanimously

8. NEW SUBDIVISION APPLICATIONS

8.1 RW/19/03 - Dolychnuk, Gordon - Block 1, Lot 1, Plan 0324815, SE 35-46-6-W5M

At the March 10, 2003 Council for Planning and Economic Development meeting, Council approved By-law 2003/14 for the Greystones Area Structure Plan.

At the September 10, 2002 Council for Planning and Economic Development meeting, Council approved By-law 2002/45 to rezone approximately 13.6 acres of land located within SE 35-46-6-W5M from Agricultural (AG) to Lakeshore Residential (LR).

At the September 10, 2002 Council for Planning and Economic Development meeting, Council approved subdivision application RW/02/44 as Phase Three of the Greystones (ASP) within SE35-46-6-W5. The approval allowed for the creation of twelve (12) Lakeshore Residential (LR) lots and one (1) Municipal Reserve (MR) lot.

There was a ground water study completed as a condition of the subdivision for RW/02/44. (Ref. Resolution #PD02/220)

The Phase Three approval and registration included this large lot known as Lot 1, Block 1, Plan 0324815.

During 2018, the representative of the Applicant, Mr. Don Heighington, discussed with the Director of Planning & Economic Development about the concept of creating two (2) additional lots out of Lot 1 resulting in a total of three (3) lots. However, to do so, an updated water supply and an update to the Greystones Area Structure Plan would be necessary. In this regard, on July 17, 2018 Council approved an amendment to the
existing Area Structure Plan. As the lands were already districted Lakeshore Residential there was no further requirement for a redistricting application.

On January 30, 2019, West Central Planning Agency received a subdivision application from Gordon Dolynchuk to create two (2) new Lakeshore Residential (LR) lots. In total, there will be three (3) lots in total after the subdivision is finished.

Representatives from West Central Planning Agency conducted a site visit on February 21, 2019. The proposed lots are mainly treed and there is an existing Municipal Reserve running along the south and east side of the proposed lots. There is a utility right of way registered by the County on proposed western lot as #0324816.

The three (3) proposed lots have suitable building sites and two (2) of them have existing approaches. The one (1) lot on the eastern side will need a new approach as the one (1) existing approach comes onto the Municipal Reserve and onto Range Road 61. This approach will need to be removed as it is encroaching onto the Municipal Reserve of the County.

Municipal Reserves were fully dedicated from the last subdivision of RW/02/44 and there is no more municipal reserves owing on this property.

The subdivision entrance sign will need to be updated with the two (2) new lots and this is recommended as a condition of the subdivision approval.

The referral process yielded no comments from government agencies and organizations. The subdivision application is part of an approved Area Structure Plan and therefore, referral to adjacent landowners is not required under the Municipal Government Act in accordance with Section 653 and Subsection 4.1.

No additional comments or concerns have been received from other agencies or utilities. The proposed subdivision complies with the 2010 Municipal Development Plan, Land Use Bylaw 2017/48, and the approved Area Structure Plan. It is referred to Council for due to the application being for a multi-lot subdivision.

Administration recommends Council approve subdivision application RW/19/03 Gordon Dolynchuk within SE 35-46-6-W5M, Lot 1, Block 1, Plan 0324815 to create three (3) Lakeshore Residential lots subject to the following conditions:

1. The applicant is to engage an Alberta Land Surveyor to prepare a plan of subdivision as shown on the West Central Planning Agency (WCPA) subdivision drawing dated January 29, 2019 for registration at Land Titles Office.
2. The applicant is to build all necessary internal roads, approaches, and culverts to serve the proposed lots, and enter into a development agreement with the County that will specify the standards for these improvements. Contact David Blades at the County office regarding this development agreement.
3. The approach on the east side of the lot is encroaching onto the County’s Municipal Reserve and accessing onto Range Road 61. This must be removed prior to the registration of the subdivision.
4. Enter into a separate agreement with the County under section 655 of the Municipal Government Act to register a servicing agreement for water and sewer systems. This agreement will be registered by caveat on title of the lots to be created.
5. In accordance to Policy 3212 the applicant is to install a revised entrance sign prior to registration. (The applicant may provide a security deposit to ensure installment will occur). You may call the County Office for further details.
6. The applicant is pay road contribution fee of $2000.00 per new lot to the County (for two lots).
7. The applicant is to register a caveat against the new lots to be created for the off-site sewer levy of $2,034 per lot made payable to the County if off-site sewer treatment is required.
8. The applicant must contact the local gas and power utility company, provide service to the new lots, and provide any easements required. (You should contact the utilities before finalizing the survey because they may require easements to be registered simultaneously with the plan of subdivision.)
9. Property taxes must be at a zero ($0) balance.
10. The applicant is to pay an endorsement fee of $300 to WCPA when the plan is submitted for endorsement.
Council requested clarification on the following:

- Whether there is a suitable building site location within the proposed east lot, while taking into consideration the location of the dedicated utility right of way;
- Lot widths;
- That the road name Lakeshore Drive is used elsewhere within the County. Concern was expressed that road name duplication can create confusion for emergency services units; and
- Entrance locations for the proposed lots.

Administration provided the following response:

- That although narrow there is an adequate building location within the lot;
- That the lots are approximately 90 feet in width;
- That lot access shall be from the north.

Resolution PD20190314.004
MOVED: by Councillor L. Seely

that Administration investigate the duplication of multiple roads named Lakeshore Drive within the County, to prevent confusion for emergency services units.

Carried Unanimously

Resolution PD20190314.005
MOVED: by Councillor L. Seely

that Council approve subdivision application RW/19/03 for Gordon Dolynchuk within SE 35-46-6-W5M, Lot 1, Block 1, Plan 032 4815 to create three (3) Lakeshore Residential lots subject to the following conditions:

1. The applicant is to engage an Alberta Land Surveyor to prepare a plan of subdivision as shown on the West Central Planning Agency (WCPA) subdivision drawing dated January 29, 2019 for registration at Land Titles Office.
2. The applicant is to build all necessary internal roads, approaches, and culverts to serve the proposed lots, and enter into a development agreement with the County that will specify the standards for these improvements. Contact David Blades at the County office regarding this development agreement.
3. The approach on the east side of the lot is encroaching onto the County’s Municipal Reserve and accessing onto Range Road 61. This must be removed prior to the registration of the subdivision.
4. Enter into a separate agreement with the County under section 655 of the Municipal Government Act to register a servicing agreement for water and sewer systems. This agreement will be registered by caveat on title of the lots to be created.
5. In accordance to Policy 3212 the applicant is to install a revised entrance sign prior to registration. (The applicant may provide a security deposit to ensure installment will occur). You may call the County Office for further details.
6. The applicant is pay road contribution fee of $2000.00 per new lot to the County (for two lots).
7. The applicant is to register a caveat against the new lots to be created for the off-site sewer levy of $2,034 per lot made payable to the County if off-site sewer treatment is required.
8. The applicant must contact the local gas and power utility company, provide service to the new lots, and provide any easements required. (You should contact the utilities before finalizing the survey because they may require easements to be registered simultaneously with the plan of subdivision.)
9. Property taxes must be at a zero ($0) balance.
10. The applicant is to pay an endorsement fee of $300 to WCPA when the plan is submitted for endorsement.

Carried Unanimously

8.2 Recess
The meeting recessed at 9:26 a.m.

8.3 Reconvene

The meeting reconvened at 9:31 a.m.

5. DELEGATION: 9:30 A.M. PUBLIC HEARING

Reeve T. Van de Kraats declared the Public Hearing open at 9:31 a.m.

5.1 Spot Rezoning - Agricultural (AG) to Country Residential (CR) - SW 31-46-23-W4M - Colin & Wendy Loov (Roll# 823.00)

On December 17, 2018, Administration received an application from Colin and Wendy Loov to rezone approximately seven (7) acres (2.83 hectares) within SW 31-46-23-W4M from Agricultural (AG) to Country Residential (CR). If rezoning is approved, the Applicant intends to subdivide a second yard site out of the quarter section in accordance with County Policy 61.1.7 - Guidelines for Second Yard Subdivisions. The property is located approximately 2.15 km north of Highway 13 on the east side of Range Road 240.

As a part of the administrative referral process, on December 27, 2018, referral letters were sent to West Central Planning Agency, the Alberta Energy Regulator (AER), Alberta Sustainable Resource Development (ASRD), Alberta Environment, Alberta Transportation and Administration.

At the time of report submission, Administration has received responses regarding the proposed rezoning, which are as follows:

Administration

- "No issues as long as it meets 2nd yard site policy.
- This is larger than the 5 acres for a second parcel out. It could easily be adjusted to meet the 5 acres.
- Concerned the parcel being 7 acres vs the 5 acre maximum for CR parcels.
- As long as the property fits within the Second Yard Site Policy I would have no issues. Questioned the reasoning as to why the rezoning application is for seven acres, rather than five. The maps indicate no specific reason to apply for 7 acres."

A review of the assessment records for the proposed yard site places the residential use back to 2000 and the other parcel on the quarter at 1982. The proposed subdivided second yard site complies with the provisions of County Policy 61.1.7 - Guidelines for Second Yard Subdivisions, which states in Section 2.3 that "In all cases, the County on subdivision, set out in the Municipal Development Plan and Land Use Bylaw also apply. Prior to subdivision the landowner must apply for Country Residential zoning, but will be exempt from Requirements for Area Structure Plans Policy #61.1.6."

Additionally, this proposed rezoning also complies with the intent of the Municipal Development Plan and Land Use Bylaw 2017/48.

However, the issue in question is whether the parcel size of seven (7) acres is appropriate. In accordance with Procedure of Administrative Approval of Simple Subdivisions Policy #61.1.3 and Land Use Bylaw 2017/48, the standard subdivision for a Country Residential (CR) parcel is five (5) acres, but can be increased to seven (7) acres when other merits such as a long driveway or shelter break are taken into account.

Council does have the discretion to review the merits of an application and grant a larger size if warranted. However, justification for larger sizes depends on location of shelter belt, length of driveway, well for the residence, proximity to existing property lines and/or buildings associated with the residence. In reviewing the proposed lot, Administration is of the opinion that these justifications are not present. Therefore, Administration has provided Council with relevant maps and documentation of a reduction of the proposal to five (5) acres by relocating the south boundary closer to the yard site, along with the relevant documents related to the original proposal by the Applicant.
Once comments were received from referral agencies/departments, a Public Hearing was set. The Notice of Public Hearing was advertised in the February 28, 2019 and March 7, 2019 issues of the Pipestone Flyer. The Notice of Public Hearing was mailed to the landowner and adjacent landowners on February 21, 2019.

Copies of the proposed rezoning application, relevant maps, land report outlining soil ratings of the property, Second Yard Subdivisions Policy #61.1.7, Procedure of Administrative Approval of Simple Subdivisions Policy #61.1.3, and the Country Residential (CR) District provisions as contained within the Land Use Bylaw have been provided for review by Council.

Administration recommended that Council provide three readings of Bylaw 2019/09 to rezone approximately a reduced parcel size of five (5) acres (2.02 hectares) within SW 31-46-23-W4M from Agricultural (AG) to Country Residential (CR) for Colin and Wendy Loov.

Council discussed the following:

- Parcel sizes, smaller versus larger approvals and the final uses of the property;
- The future consequences of segmenting properties and the resulting parcel shapes created; and
- The implications of granting a seven (7) acre versus a five (5) acre parcel.

Reeve T. Van de Kraats declared the Hearing closed at 9:42 a.m.

By-law 2019/09 is a By-law in the County of Wetaskiwin No. 10, in the Province of Alberta, for the purpose of amending the Land Use By-law by reclassifying approximately 5 acres (2.02 hectares) within SW 31-46-23-W4M from Agricultural (AG) to Country Residential (CR) for Colin and Wendy Loov.

**Resolution PD20190314.006**

MOVED: by Councillor K. Adair

that By-law 2019/09 be given First Reading.

Carried Unanimously

**Resolution PD20190314.007**

MOVED: by Councillor D. Woitt

that By-law 2019/09 be given Second Reading.

Carried Unanimously

**Resolution PD20190314.008**

MOVED: by Councillor B. Krahn

that By-law 2019/09 be presented for Third Reading.

Carried Unanimously

**Resolution PD20190314.009**

MOVED: by Councillor L. Seely

that By-law 2019/09 be given Third Reading and it be declared finally passed and the Reeve and Chief Administrative Officer be authorized to sign and affix thereto the corporate seal of the County of Wetaskiwin No. 10.

Carried Unanimously

10. **UNFINISHED BUSINESS**

10.1 Amendments to Commercial and Industrial Development in the Highway 2 Corridor Policy #61.1.12
The Commercial and Industrial Development in the Highway 2 Corridor Policy #61.1.12 was reviewed and amended to make the Policy current in content and formatting, this Policy was created in 2005.

At the February 15, 2019 Planning and Development Council meeting, Council reviewed the proposed amendments to the Commercial and Industrial Development in the Highway 2 Corridor Policy #61.1.12 and tabled discussion to allow Administration to review several sections of the Policy. (Ref. Resolution #PD20190215.012)

Administration has since reviewed the Policy and proposed the following amendments:

- Removal of Section 3, Suitable Land Uses:
  Industrial and commercial development along Highway 2 has the potential to spark disputes between the County and its urban neighbours, the City of Wetaskiwin and the Town of Millet, if an urban place believes the County is taking development and taxes which belong in the urban place.

  The County and Millet are partners in a Joint Economic Development Initiative (JEDI) which recognizes that economic growth by one of the partners will benefit both partners. The JEDI agreement contemplates certain types of commercial and industrial land uses being located outside Millet. However, this is not open ended. Retail activity is still seen as belonging mainly in the urban places.

  Because there are so few locations where local roads meet Highway 2 and not all of these may be suitable for development, it is important to limit development to those land uses which most benefit from exposure to highway traffic. This will be done through a list of approved and discretionary uses in the Land Use Bylaw.

  The County’s present Industrial zoning can accommodate industrial uses. Commercial uses will be accommodated by the Highway Interchange Commercial District, with the allowable uses strictly defined so that the interchanges are not used for big box stores, retail malls, auto sales, or other uses which should remain in urban areas. Regulations for this district can be found within the Land Use Bylaw.

- Section 3.1.5 – Addition of: The potential of a casino referenced in 4.1.4., would be dependent on addressing the access question. Should access be improved, there may be an opportunity for development.

- Section 4.4.1 – Removal of: List the proposed land uses and show why they need to locate at a highway interchange instead of in town. Replace with: Include addressing all other relevant policies.

Additionally, there were several changes previously made to this Policy, the most significant being:

- Section 2: added statement: “and potentially up to 1600 metres” when referring to the distance of a subdivision or development to a highway which will require approvals from both the municipality and Alberta Transportation.

- Section 3.1.4: Update the name Hobbema to Maskwacis.

- Section 3.1.5: Remove part of the statement: This site has therefore been excluded from this study.

Policy Statement:

“Close to 20,000 vehicles use Highway 2 each day in the County of Wetaskiwin. A business exposed to this volume of traffic could have a great advantage over one on a lesser used road. Industrial activities can also benefit from direct access to a highway with high load limits.

Experience in Leduc, Lacombe, and Red Deer Counties suggests that it will not be long before the County of Wetaskiwin is asked to approve large scale commercial and industrial land uses at the places where there is access to Highway 2. This policy paper sets out some of the considerations which will apply when the Council of the County of Wetaskiwin is asked to approve subdivision or rezoning for such uses.”

Further to the above, as a part of Administrations review of this Policy and the direction Council provided, Administration feels it is prudent to advise Council this
Policy is connected directly to the Municipal Development Plan of the County of Wetaskiwin. A review of the Municipal Development Plan was undertaken to ensure there were no conflicts with direction for the Policy as set forth by Council.

This policy has been approved by Directors and is provided for review by Council. (Ref. Resolution #DM20181212.010)

Administration recommended that Council approve the amendments to Commercial and Industrial Development in the Highway 2 Corridor Policy #61.1.12 as presented.

Council discussed a reference within Policy 61.1.12, Section 4 which reads "ASPs should address the four quarter sections which surround the interchange and discussed which of them are suitable for development and which should remain in agricultural or other use."

Administration advised amendments can be made to ensure developers understand additional areas within the Highway 2 corridor may also be considered. These developments are subject to approval from Alberta Transportation. Map Appendix A of the Policy was also reviewed.

Resolution PD20190314.010
MOVED: by Councillor J. Bishop
That Council approve the amendments to Commercial and Industrial Development in the Highway 2 Corridor Policy #61.1.12 with the additional amendment of including the statement:

3.1 There are four locations within the County of Wetaskiwin where traffic from other roads can join Highway 2, and which could be considered for development. They are shown on the attached map, labelled Appendix A. Additional quarters may be considered within the Highway 2 corridor.

Carried Unanimously

6. **DELEGATION: 10:00 A.M. - Frank Dyck**

A delegation consisting of Frank Dyck entered the meeting at 10:01 a.m.

6.1 **Municipal Reserve Encroachment - SE 13-46-1-W5M, Lot 28, Block 2, Roll #2955.55**

On March 1, 2019, Administration received a request from Frank Dyck for a delegation to propose purchasing a portion of Municipal Reserve Lot P, Plan 3843KS, adjacent to his lot located within SE 13-46-1-W5M, Lot 28, Block 2, Plan 1523MC. The purpose of the purchase and consolidation would be to rectify the encroachment of a fence, small boat shed, and drainage onto the Municipal Reserve.

The letter Administration received from Mr. Dyck reads as follows:

"Dear Sir,

Re: Plan 1523MC, Block 2, Lot 28

Viola Beach, Alberta

On Oct. 9, 1992 I purchased the above property from William Chopey for $90,000.00. Dimensionally it was/is 70’ wide (south roadside) and 35.8’ wide (north lakeside) — the west boundary runs in a straight line towards the lake for 191.24’ while the east boundary runs at an angle towards the lake for 174.9’ (see drawing). At the time of purchase the County drainage ditch to the east of the property ran more or less in a straight line from the road towards the lake for about V2 the total distance following which it became progressively more shallow to the extent there was virtually no ditch. Because of this some drainage water dispersed on the property as opposed to going directly into the lake. It is for this reason that the lakeside boundary is 34.2’ narrower than the roadside.

I believe it was in 1993 I spoke to County Councilors Clayton Monaghan and Melvin Balthorn about me purchasing the county land between my property and the drainage ditch. This was unofficial after a Hospital Board Meeting we were a part of. Clayton indicated he would check it out. Shortly thereafter he got back to me stating that..."
while be appreciated the land in question was of no value to the County because of odd dimensions and nearness to the drainage ditch, they did not want to sell it because it necessitated public advertising which they did not consider worthwhile. I was giving authority to use and improve the land in question but could not build on it. With permission I hired a contractor who used a small backhoe to straighten out the ditch and install a culvert in order to cause water to drain directly into the lake. Because the lake has receded considerably I have since installed a second culvert (used one provided by the County).

I also built a fence following the contour of the ditch and done a considerable amount of landscaping. I have maintained the shoreline to ensure compliance with Albert Environment Standards.

In February of 2018, I had the house demolished in order to build a new one. Because of a high ground water table we intend to build above ground only (no basement). We have tried several plans to make fit on our lot, but none seem to work. (Enclosed is the house we would like to build on an expanded lot).

In view of the aforementioned we would like your Council to consider selling me the portion of land as indicated on the attached thawing. The new boundaries will allow me to build a larger house in compliance with building standards. Because of its odd shape it appears to be of no value to the County or anyone else other than the owner of lot 28. It seems to me the county would benefit more by way of taxes. I point out that when initially talking to Clayton Monaghan in a rather committal obscure sort of way, the term “Grand fathering/ adverse possession” could eventually come into play.

In any event, I would like to appear before Council to discuss, my desire to obtain the bit of property in question. Wanting to build this year — time is now of essence and I would like to attend your March Council Meeting if possible. Please note that yesterday I met with your Director of Planning and Development, Mr. David Blade, at Lot 28 to view this situation including survey markers as I had both lots #28 and #29 surveyed in the fall of 2018. We briefly discussed my situation in general and I thank him for his assistance and cooperation.

Respectfully,

Frank Dyck"

In regard to this matter the *Municipal Government Act* states:

**Disposal of municipal and school reserve**

674(1) Despite section 70, if

(a) a council wishes to sell, lease or otherwise dispose of municipal reserve or community services reserve, or

(b) a council and a school board wish to sell, lease or otherwise dispose of municipal and school reserve, a public hearing must be held in accordance with section 230 and must be advertised in accordance with section 606.

**Removal of designation as municipal reserve**

675(1) A council in the case of municipal reserve or community services reserve or a council and a school board in the case of municipal and school reserve may, after taking into consideration the representations made at a public hearing under section 674(1), direct a designated officer to notify the Registrar that the provisions of this Division have been complied with and request the Registrar to remove the designation of municipal reserve, community services reserve or municipal and school reserve.

(2) If the Registrar is satisfied that this Part has been complied with, the Registrar must remove the designation in accordance with the request made under subsection (1).

(3) On removal of the designation, the municipality or the municipality and the school board may sell, lease or otherwise dispose of the land, but the proceeds from the sale, lease or other disposition may be used
(a) in the case of the sale, lease or other disposition of a municipal reserve or a municipal and school reserve, only for any or all of the purposes referred to in section 671(2) or for any matter connected to those purposes, and

(b) in the case of the sale, lease or other disposition of a community services reserve, only for any or all of the purposes referred to in section 671(2.1) or for any matter connected to those purposes.

In similar situations where there has been an encroachment issue, the County has made the party responsible for the encroachment responsible for all costs associated with rectifying the situation, which includes all costs to the County. Lands that are sold in such situations must be sold at fair market value in accordance with the Municipal Government Act.

Options for Consideration by Council Include:

1. That Council direct Administration to proceed with the redesignation and sale of the relevant portion of the affected Municipal Reserve lands with the County being responsible for one hundred percent (100%) of all associated costs;

2. That Council direct Administration to proceed with the redesignation and sale of the relevant portion of the affected Municipal Reserve lands with the landowner being responsible for one hundred percent (100%) of all associated costs.

3. That Council direct Administration to proceed with entering into a lease of the affected Municipal Reserve lands in accordance with Section 674(1) of the Municipal Government Act:

Section 674(1) Despite section 70, if

a. a council wishes to sell, lease or otherwise dispose of municipal reserve or community services reserve, or

b. a council and a school board wish to sell, lease or otherwise dispose of municipal and school reserve, a public hearing must be held in accordance with section 230 and must be advertised in accordance with section 606.

4. That Council accept the presentation made by Mr. Frank Dyck as information, thereby not directing Administration to move forward with the potential redesignation and sale of the affected Municipal Reserve.

Administration recommended that Council direct Administration to proceed with the redesignation and sale of the relevant portion of the affected Municipal Reserve lands with the landowner being responsible for one hundred percent (100%) of all associated costs.

Mr. Frank Dyck addressed the following:

- The history of the properties;
- The intention to build a new residence on the lot, but that the current shape of the lot restricts the type of development which may take place;
- Drainage through the ditch located within the municipal reserve;
- That with the approval of Council, he intends to purchase approximately 344 square metres of Municipal Reserve Lot P, Plan 3843KS and adjust the lot line to create a larger lot; and
- That he currently maintains the area between the drainage ditch and his fence line.

Council discussed the following:

- The process required in the event a sale was agreed upon;
- The precedence set by selling portions of reserves which have been encroached upon;
- The characteristics and topography of the Municipal Reserve Lot P, Plan 3843K and in relation to the Dyck property;
- The future compliance of the Dyck property;
- The remaining access to the lake through the Municipal Reserve lot;
- Potentially referring the application to Public Works to ensure there is adequate setbacks from the drainage ditch to the property line for proper maintenance.
Administration provided the following comments:

- That consultation was held with the Director of Assessment, Rene Boutin, and Director of Planning & Economic Development, David Blades, to establish fair market value for the indicated portion Municipal Reserve equaling approximately 344 square metres. The values can vary significantly depending on the suitability of building within the property;
- That the Municipal Government Act set requirements for redesignation and sale of Municipal Reserves.
- The location of the drainage ditch within Municipal Reserve Lot P, Plan 3843K; and
- The appropriate Departments will be consulted, including Public works and Recreation to ensure their comments are received.

Resolution PD20190314.011
MOVED: by Councillor L. Seely
that Council direct Administration to proceed with the redesignation and sale of the relevant portion of the affected Municipal Reserve lands with the landowner being responsible for one hundred percent (100%) of all associated costs, including all relevant and applicable referrals.

Carried Unanimously

11. NEW BUSINESS

11.1 Alberta Development Officers Association Sponsorship Application - Conference 2019

On March 4, 2019, a letter was received from the Alberta Development Officers Association (ADOA) requesting sponsorship to help offset costs in holding their “35th Anniversary” September 25th to September 27, 2019 in Drayton Valley at the Mackenzie Conference Centre, Drayton Valley. The theme of the conference is “Welcome to the West! We are Open for Business”.

The sponsorship categories for the Conference are:

- Titanium Sponsor - $5,001.00+
- Platinum Sponsor - $2,001.00 - 5000.00
- Gold Sponsor - $1,001.00 to $2,000.00
- Silver Sponsor - $501.00 to $1000.00
- Bronze Sponsor – Up to $500.00

The County of Wetaskiwin has an Association Fees Policy #12.1.13 that recognizes the importance of employees being members in Associations related to their role with the County and accepts responsibility for payment of the applicable Association fees. In accordance with Policy, both the Director of Planning & Economic Development and Development Officer are ADOA Members.

The County has not provided sponsorships to organizations other than payment of association fees listed in Association Fees Policy #12.1.13.

Administration recommended that Council receive the sponsorship request letter from the Alberta Development Officers Association as information.

Resolution PD20190314.012
MOVED: by Councillor J. Bishop
That Council receive the sponsorship request letter from the Alberta Development Officers Association as information.

Carried Unanimously

10. UNFINISHED BUSINESS
10.2 DELEGATION: Geoff Lynch, Director of Parks and Recreation

A delegation consisting of Geoff Lynch entered the meeting at 10:31 a.m.

10.2 DELEGATION: Geoff Lynch, Director of Parks and Recreation

10.2.1 Options of Hosting the 2022 Alberta Winter or Summer Games

On March 12, 2019 Council resolved unanimously to direct Administration to investigate the options of hosting the 2022 Alberta Winter or Summer Games. (Ref. Resolution #CG20190312.014)

Administration contacted Don Wilson, Director, Alberta Games and Marketing at Alberta Sport Connection to discuss the process and requirements needed to host the Alberta Winter or Summer Games. Administration received two documents from Don Wilson that outline the bid requirements for the 2022 Alberta Winter and Summer Games, both documents have been provided to Council for review.

The “Alberta Winter/Summer Games” is a program of Alberta Sport Connection and is intended to provide a competitive opportunity in a multi-sport festival for “developing” athletes eleven (11) to seventeen (17) years of age.

Alberta Sport Connection believes that all communities within the Province of Alberta, that are capable of appropriately accommodating 2,800 participants and providing adequate sport facilities should be given the opportunity to bid to host an Alberta games.

Communities with populations less than 10,000 are encouraged to join together with neighboring communities to submit a joint bid.

The deadline for submitting a letter of intent is April 12, 2019 and the deadline to submit a completed bid package is June 3, 2019.

Administration has reviewed the bid guideline documents and provided a summary of the top items:

Physical Facilities

- Capability of accommodating approximately 2,800 athletes, coaches and officials.
- Availability of food service facilities for up to a minimum of 1,000-1,200 at one seating.
- Capacity to host a full complement of sport events.
- Availability of medical facilities.

Proposed Facilities

- Regulation size competition areas.
- Facility for opening ceremonies.
- Time travel between sport venues and accommodation sites should not exceed one (1) hour.
- Availability of adequate hotel/motel facilities to accommodate Games visitors

Accommodation

- Generally athletes and coaches are housed in school classrooms (12-15 per room)
- Shower arrangement
  - 1 shower for 30 persons
  - 1 toilet for 20 persons
- Administration has researched potential hotels in the area which are listed below:
  - City of Wetaskiwin – 6 (City website lists 4 with a total capacity of 161 rooms)
  - City of Camrose – 14
  - Town of Ponoka – 6
  - City of Leduc (not counting Nisku) – 34

Financial Resources
Council Planning and Development Meeting March 14, 2019

- Capability of raising adequate funds, gifts-in-kind, and services, to offset expenses.
- Bid submissions should include the plan and budget for any facility construction or upgrading.
- The estimated costs to host an event of this size are approximately $1,600,000.00 to $1,700,000.00. There is an offsetting grant in the amount of $420,000.00 from the Provincial Government.

**Human Resources**

- Past experience in hosting major events, including previous Alberta Summer, Winter, Seniors/55Plus, or Zone Games and zone playoffs.
- Capability of providing 2,500 – 3,000 volunteers as a major component to hosting*

Administration has recognized that the current infrastructure within the County of Wetaskiwin and the City of Wetaskiwin would not support this major event but potential partnerships with surrounding municipalities would be a viable option. Partnering with another municipality would also increase the pool of volunteers that would be required to host an event of this size.

1. Due to the short turnaround for bid packages and the large number of volunteers required, Administration recommends that Council accept the options of hosting the 2022 Alberta Winter/Summer Games as information.
2. Administration recommends that Council submit a letter of intent to host either the 2022 Alberta Winter or Summer Games by the April 12, 2019 deadline.
3. Administration recommends that council accept the options of hosting the 2022 Alberta Winter/Summer games as information.

Administration recommends that Council accept the options of hosting the 2022 Alberta Winter/Summer Games as information.

Administration advised that the City and County of Wetaskiwin are not fully equipped and do not possess the facilities to host an event of this magnitude.

**Resolution PD20190314.013**

MOVED: by Councillor J. Bishop

that Council accept the options of hosting the 2022 Alberta Winter/Summer Games as information.

**Carried Unanimously**

13. **ADJOURN**

**Resolution PD20190314.014**

MOVED: by Councillor B. Krahn

that the Council for Planning & Economic Development meeting be adjourned at 10:39 a.m.

**Carried Unanimously**

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REEVE

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CHIEF ADMINISTRATIVE OFFICER