

AGENDA
Council of the City of Lacombe
Monday, October 1, 2018 at 5:00 PM
in Council Chambers

| Time | Agenda Item | Presenter |
|------|--|------------------------|
| | <u>Regular Meeting of Council</u> | |
| 5:00 | 1. CALL TO ORDER | |
| | | |
| | 2. ADOPTION OF AGENDA | |
| | | |
| | 3. ADOPTION OF MINUTES | |
| | <ul style="list-style-type: none"> • September 24, 2018 | |
| | 4. INFORMATION | |
| | <ul style="list-style-type: none"> • Council Mailbox | |
| | 5. PUBLIC HEARINGS | |
| | | |
| | 6. PRESENTATIONS | |
| 5:00 | <u>AHS EMS Presentation</u> (Associate Executive Director, Emergency Medical Services) | <i>Lyle McKellar</i> |
| 5:25 | <u>Lacombe & District Music Festival</u> <u>Association</u> Performing Arts Proposals-LMC | <i>Craig Colegrave</i> |
| | 7. BYLAWS | |
| | Corporate Services Bylaw Enforcement Service Level (Bylaw 72) | <i>Dir Piche</i> |
| | 8. UNFINISHED BUSINESS | |
| | | |

| | | |
|--|---|--|
| | 9. NEW BUSINESS | |
| | <p style="text-align: center;"><u>Recreation, Parks and Culture Services</u> Lacombe & District Music Festival (Request to Increase Grandfathered Allotment for the LMC)</p> <p style="text-align: center;"><u>Planning & Development Services</u> Design Guideline Variance - (Charis)</p> | <p style="text-align: center;"><i>Dir Vaughan</i></p> <p style="text-align: center;"><i>Dir Thompson</i></p> |
| | 10. REPORTS | |
| | <p style="text-align: center;"><u>Mayor and Council</u></p> <p style="text-align: center;">Creasey; Gullekson; Hibbs; Hoekstra; Jacobson; Konnik; Ross</p> | |
| | 11. NOTICES OF MOTION | |
| | | |
| | 12. IN CAMERA | |
| | | |
| | <p style="text-align: center;">13. ADJOURNMENT <u>Next Meetings (TBD)</u> <i>Monday, November 5, 2018 – Council Committee Meeting</i> <i>Tuesday November 13, 2018 – Regular Council Meeting</i> <i>Monday, November 26, 2018 – Regular Council Meeting</i></p> | |

AGENDA
Council of the City of Lacombe
Monday, October 1, 2018
in Council Chambers

| | |
|--|---|
| | <u>Organizational Meeting of Council</u> |
| | 1. CALL TO ORDER |
| | 2. ADOPTION OF AGENDA |
| | 3. NEW BUSINESS |
| | <u>Council & Legislative</u> 2018-2019 Council Meeting Dates 2018 Councillor Appointments to Committees, Boards, Commissions Committee, Board and Commission Appointments for Citizens at Large |
| | 4. ADJOURNMENT |



CITY COUNCIL AGENDA REPORT

| | |
|----------------------|--|
| SUBJECT: | Bylaw Enforcement Services Review |
| PREPARED BY: | Diane Piche, Director of Corporate Services |
| PRESENTED BY: | Diane Piche, Director of Corporate Services |
| DATE: | October 1, 2018 |

PURPOSE:

Identified in Council's Strategic Plan is the review of Bylaw Enforcement Services service level. This report provides an evaluation of the current level of service delivered and outlines the services and activities of our comparator municipalities.

ACTION/RECOMMENDATION:

THAT Council accept this report as information;

BACKGROUND:

Since the establishment of Bylaw Enforcement Services in 1986 and the adoption of the City's Bylaw 72, no amendments have been made to the roles or authorities of City Bylaw Enforcement Officers. The service has morphed organically due to various legislative changes and programs established by the Province.

Section 556 of the MGA states:

Every council must by bylaw

- a) Specify the powers and duties of bylaw enforcement officers and*
- b) Establish disciplinary procedures for misuse of power, including penalties and an appeal process applicable to misuse of power by bylaw enforcement officers.*

The authority and service level for the current Bylaw Enforcement staff provided by Bylaw 72 are as follows:

- *To enforce the bylaws which Council has authorized the Bylaw Enforcement Officer to enforce within the boundaries of the municipality;*

- *To follow the directions of the Chief Bylaw Enforcement Officer and to report to the Chief Bylaw Enforcement Officer as required by him;*
- *To respond to and investigate complaints;*
- *To conduct routine patrols;*
- *To issue notices, tickets or tags;*
- *To arrange and assist in the prosecution of bylaw contraventions including appearances in court to provide evidence;*
- *To perform all other duties as may from time to time be assigned by the Chief Bylaw Enforcement Officer;*

Community Peace Officers Levels 1 and 2 are granted authorities through appointment by the Province of Alberta. Through Bylaw, the City defines jurisdiction and municipal enforcement authority of its Bylaw Enforcement Officers. Bylaw Enforcement Officers are appointed by the CAO and are authorized to enforce municipal bylaws exclusively.

Bylaw 72 is in the process of being updated to reflect current standards and practices. A new bylaw will come forward to a future Council meeting encompassing the administrative changes and any changes required resulting from the direction of Council.

ISSUE ANALYSIS:

The City of Lacombe's Bylaw Enforcement Services is an integral component of the bylaw enforcement continuum in Lacombe. The staff are professional, well-trained officers having provincial appointments to enforce provincial Acts and Regulations, in addition to their municipal appointments to enforce municipal bylaws. They provide a visible public safety presence, contribute to the community's order, and promote the community standards to enhance the quality of life in Lacombe.

The Lacombe Bylaw Enforcement Service staffing, until recently, consisted of two sworn Community Peace Officers, Level 1, with both the provincial appointments and City appointments. The mandate is broad, but at minimum, staff are well versed in the following:

- Traffic laws and traffic control
- City of Lacombe bylaws and community standards
- Animal control and care
- Business licensing, animal licensing, and compliance
- Special event crowd and traffic management
- Public and traffic safety education
- Foot and vehicle patrols of facilities, roads, trails and parks.
- Provincial Legislation - Acts and Regulations (CPOs only) including;
 - Animal Protection Act
 - Dangerous Dogs Act
 - Environmental Protection and Enhancement Act
 - Gaming, Liquor and Cannabis Acts and Regulations
 - Petty Trespass Act
 - Provincial Offences and Procedure Act



- Tobacco and Smoking Reduction Act
- Traffic Safety Act
- Trespass to Property Act
- Weed Control Act
- Emergency management / response
- Safe operations of emergency vehicles
- Roadway maintenance enforcement (snow/street sweeping)
- Community engagement and education
- Effective investigative and reporting methods.

Council will recall that in consideration of the recent resignation of a CPO Level 1, a decision was made to replace the current CPO Level 1, with a Bylaw Enforcement Officer dedicated solely to municipal bylaw enforcement. The recruitment process is currently underway.

TICKETING:

The number of citations that have been written by the Community Peace Officers by calendar year are:

| Year | Number of Tickets |
|----------------|-------------------|
| 2015 | 1809 |
| 2016 | 1651 |
| 2017 | 1392 |
| 2018 – to date | 340 |

The decline in the last two years is attributed to the Lacombe Police Services CPO Traffic Officer transitioning to general policing services and no longer entering ticketing in the City’s Enforcement Services database. Speaking with Chief Blumhagen, the LPS has seen an increase in traffic tickets with duties shared among all general policing services. The tickets written by LPS are recorded in the PROS database.

SERVICE LEVELS:

Appendix A provides several tables comparing staffing, hours of work, numbers of ticket and the primary duties of Enforcement Services with our comparator municipalities (Camrose, Fort Saskatchewan, Wetaskiwin, Beaumont, Blackfalds, Cochrane, High River, Olds, Stony Plain, Strathmore, and Sylvan Lake) and the services provided by Lacombe.

The City of Lacombe has two members on staff where only three comparators is similar or less, all others have three or more officers. The hours of service are consistent with three of the comparators; others have longer, more expanded hours. The comparators are evenly split between working week days only versus including weekends. The City of Lacombe receives fewer complaints than all of the other comparators, however there is a large variance in the number of tickets that are written through each municipality. The primary duties of each comparator are municipal bylaws, animal control and traffic; however, each one has other specific focuses.



Appendix B provides a comparison of the CPO levels and Bylaw Enforcement Officer authorities.

SERVICE LEVEL IMPACT:

Municipal Bylaws establish the preferred behaviour/actions of citizens within the community. Bylaws additionally provide the City with the tools to address the inconsistent behaviours and/or actions through various compliance or enforcement options.

When considering Bylaw Enforcement Services, there two common models, Compliance and Enforcement. These are differing strategies or approaches to encourage and promote a change in behaviours.

A ‘Compliance Model’ approach is generally more reactive and tends to be, to a great extent complaint based. In this model, the approach is through education and follow up, and generally encouraging voluntary compliance is the primary goal. Warnings are given to violators and fewer tickets are written. The result is higher community standards and a better quality of life in the City.

An ‘Enforcement Model’ approach results in officers writing tickets on first infractions. Enforcement based on education and warnings is not appropriate in all circumstances. More direct enforcement approaches, including immediate ticketing, may occur in situations such as:

- The infraction is occurring on public property;
- Environmental or human health, safety or security is at risk;
- Enforcement follows a widespread public education campaign;
- Council has prioritized direct enforcement to address a specific issue or type of issue;
- Where the offender knows or reasonably ought to know his or her conduct contravenes the City’s bylaws.

Common examples where the City routinely uses direct ticketing are parking violations and dogs at large.

It is important to note that at the discretion of the City’s Officers, they currently use a combination of compliance and enforcement methods appropriate to the situation.

If council wants to consider different strategies, which would affect service levels, capacity and focus, Administration has set out a number of options below for Council’s consideration and direction.

Option 1

Council may consider adding a third resource to the Enforcement Team. Depending upon the focus of attention of the enforcement activities desired, i.e. enforcement of strictly municipal bylaws or a combination of provincial acts and bylaws, will determine whether the resource is a Community Peace Officer or a Bylaw Enforcement Officer.

The average cost of a third resource is estimated to be \$145,000 per year. Some of this cost would be mitigated by an increase tickets and fines. When a new staff member is hired to increase



capacity, some costs are attributed to that position. The cost to furnish the staff member with a vehicle, equipment, communications, and uniforms would be approximately \$61,000.

Option 2

Amend the hours of operation of the current contingent of enforcement staff to provide a greater level of service when the staffing is stabilized. Currently, the personnel are scheduled on a Monday to Friday basis with some exceptions for special events, circumstances etc, where their assistance is required.

Current enforcement staff were made aware at the time of hire, that shift pattern may be amended outside current standard hours of operation. This can be achieved without adding significant costs and with additional operational guidelines/policies and safeguards to ensure the enforcement staff safety with ready access to support if required.

The cost associated with working outside of the standard hours is the requirement to pay shift differential for hours worked between 1800 and 0700 and for all hours worked on weekends. The current rate of pay for shift differential is \$1.00 per hour.

Depending upon the success of the current recruitment initiative, this option can be actioned the latter part of 2018 to early 2019.

With the current resources of two officers it will not be possible to provide both extended daily coverage and weekend coverage.

Option 3

Establish the hours of service for enforcement staff, whether 7 days per week or longer hours of service per day and open discussions with the Lacombe Police Commission and Lacombe Police Service on their resources availability to provide a defined level of service in the hours the enforcement staff are not in service.

The cost of this option would be subject to the hours of operation of enforcement staff and the impact on LPS to supplement the enforcement service.

Whatever the level of service Council decides upon, discussion will be required between the City and Lacombe Police Service to update the Memorandum of Understanding that sets out the parties responsibilities to support/assist and a variety of other general terms.

STRATEGIC/BUSINESS PLAN REFERENCE:

4.1.4 Fiscal Prudence

B. Review and Set Service Levels for programs and services that the City provides.



2. Bylaw enforcement is moved to a higher level of service
2. Council considers a budget with funding for additional bylaw hours and or resources

LEGISLATIVE AUTHORITY:

- City of Lacombe Bylaw 72
- Municipal Government Act, R.S.A. 2000, Chapter M-26, section 555 and section 556
- Peace Officer Act, S.A. 2006, Chapter P-35

ALTERNATIVES:

1. That Council accept this report as information.
2. That Council provide direction as it deems appropriate.

ATTACHMENTS:

- Bylaw 72 – Bylaw Enforcement Bylaw



Appendix A – SERVICE LEVELS

The following tables are statistics of the City of Lacombe’s comparative municipalities as they administer Bylaw Enforcement Services.

Staffing Levels

| City | Number of Staff | Type of Officers | Population (2016 Federal Census) |
|-------------------|-----------------|---|----------------------------------|
| Lacombe | 2 | 1 - CPO, Level 1 1 - Bylaw Enforcement Officer (in the process of hiring) | 13,057 |
| Camrose | 1 | 1 - CPO, Level 2 | 18,742 |
| Fort Saskatchewan | 7 | 7 - CPO, Level 1 | 24,149 |
| Wetaskiwin | 3 | 3 – CPO, Level 1 | 12,655 |
| Beaumont | 3 | 3 – CPO, Level 1 | 18,320 |
| Blackfalds | 3 | 3 – CPO, Level 1 | 9,328 |
| Cochrane | 8.33 | 5 – CPO, Level 1 3 – CPO, Level 2 1 – Bylaw Enforcement Officer (Summer months only) | 25,853 |
| High River | 3 | 1 – CPO, Level 1 2 – CPO, Level 2 | 13,584 |
| Olds | 2 | 1 – CPO, Level 1 1 – Bylaw Enforcement Officer (Contracted 3 days a week) | 9,184 |
| Stony Plain | | Information not available | 17,189 |
| Strathmore | 4 | 2 – CPO, Level 1 2 – Bylaw Enforcement Officers | 13,756 |
| Sylvan Lake | 9 | 4 – CPO, Level 1 2 – Bylaw Enforcement Officers, permanent full time 3 – Bylaw Enforcement Officers, seasonal | 14,816 |



Hours of Service

| City | Hours of Service | Days of the Week | Staff per shift |
|-------------------|--------------------|---------------------------|--|
| Lacombe | 8:00 am – 4:30 pm | Monday – Friday | 2 staff |
| Camrose | 8:00 am – 4:30 pm | Monday – Friday | 1 staff |
| Fort Saskatchewan | 7:00 am – 8:00 pm | 7 Days a Week | 3 staff per shift (2 shifts a day) |
| Wetaskiwin | 7:00 am – Midnight | 7 Days a Week | 1staff (10-hour shift with overlap) |
| Beaumont | 8:00 am – 10:00 pm | Monday – Friday | 2 staff in the day shift, 1 staff in the evening shift |
| Blackfalds | 7:00 am – Midnight | 7 Days a Week | 1 staff per shift, but shifts overlap |
| Cochrane | 7:00 am – 7:00 pm | 7 Days a Week | 2 teams of 3 staff that rotate |
| High River | 8:00 am – 8:00 pm | Monday – Friday | 2 staff per 10-hour shift |
| Olds | 8:00 am – 5:00 pm | Monday – Friday | 2 staff |
| Stony Plain | 8:30 am – 4:30 pm | Information not available | Information not available |
| Strathmore | 6:00 am – 6:00 pm | Monday – Friday | 2 staff (10-hour shifts) |
| Sylvan Lake | 8:00 am – 9:30 pm | 7 Days a Week | 2 staff minimum per shift, with overlap |

Number of Complaints and Tickets

| City | Number of Complaints | Number of Tickets per Year |
|--------------------------------------|---------------------------|---|
| Lacombe(Aug 1, 2017 – July 31, 2018) | 715 | 450 Municipal, 27 Provincial Tickets |
| Camrose | 1700 | 200 – 300 Total Tickets |
| Fort Saskatchewan | Information not available | Information not available |
| Wetaskiwin | 1500 – 1700 | 1100 – 1200 Total Tickets |
| Beaumont | 1700 | 745 Total Tickets |
| Blackfalds | 1156 | 988 Total Tickets |
| Cochrane | 3202 | 964 Municipal, 1089 Traffic Tickets |
| High River | 1200 | 50 Total Tickets |
| Olds | 1196 | 284 Total Tickets |
| Stony Plain | Information not available | Information not available |
| Strathmore | 800 | 432 Municipal, 720 Provincial Tickets |
| Sylvan Lake | 910 | 2087 Municipal, 1090 Provincial Tickets |



Primary Duties

| City | Municipal Bylaws | Animal Control | Business Licenses | Taxi Licenses | Traffic Enforcement | Weed Control | Commercial Vehicle Inspections | Provincial Acts (CPOs Only) | Other Considerations |
|-------------------|------------------|----------------|-------------------|---------------|---------------------|--------------|--------------------------------|-----------------------------|---------------------------------------|
| Lacombe | X | X | X | X | X | X | | X | |
| Camrose | X | X | X | X | Non-moving only | | | X | Works closely with CPS |
| Fort Saskatchewan | X | X | | | X | | X | X | Prioritizes Education |
| Wetaskiwin | X | X | X | X | X | | | | Prioritizes Education and Photo Radar |
| Beaumont | X | X | | | X | | | | |
| Blackfalds | X | X | | | X | X | | | |
| Cochrane | X | X | X | X | X | X | | | |
| High River | X | X | | | X | | | | Prioritizes Education |
| Olds | X | X | X | X | X | X | | X | Prioritizes Education |
| Stony Plain | X | | | | | | | | |
| Strathmore | X | X | | | X | X | | X | |
| Sylvan Lake | X | X | | X | X | | | X | Oversees Summer Villages |



Appendix B – COMPARISON OF AUTHORITIES

A comparison of the Community Peace Officer Program Levels 1 and 2, and abilities of a CAO appointed Bylaw Enforcement Officer are listed below:

| Community Peace Officer – Level 1 | Community Peace Officer – Level 2 | Bylaw Enforcement Officer - Current Authorizations by the City of Lacombe |
|---|--|--|
| Enforce Municipal Bylaws through City of Lacombe Bylaw 72 | Enforce Municipal Bylaws through City of Lacombe Bylaw 72 | Enforce Municipal Bylaws through City of Lacombe Bylaw 72 |
| Enforce Provincial Acts as per the authorizations of the appointments through the Government of Alberta, Solicitor General | Enforce Provincial Acts as per the authorizations of the appointments through the Government of Alberta, Solicitor General | To enforce the bylaws which Council has authorized the Bylaw Enforcement Officer to enforce within the boundaries of the municipality; |
| Enforce moving violations under the Traffic Safety Act and/or elements of the Gaming and Liquor Act. | Authority at this level does not include moving violations under the Traffic Safety Act (except for Automated Traffic Enforcement operators) or any elements of the Gaming and Liquor Act. | To respond to and investigate complaints; To conduct routine patrols; To issue municipal notices, tickets or tags; |
| Granted authority throughout the Province of Alberta (excluding 1 and 2-digit highways, unless invited under Section 12.3) for the purposes of safety issues (see definition below), emergency vehicle response, courthouse issues, and to facilitate Joint Enforcement Operations. Employers are required to create internal policy that normally restricts enforcement activities to the 'home' municipality or to other municipalities covered by a service agreement. | Fulfill a range of roles that are administrative in nature or have a narrow focus. Examples are exhibit custodians for police services, RCMP detachment clerks, parking enforcement officers, automated traffic enforcement operators, and animal control specialists. | To arrange and assist in the prosecution of bylaw contraventions including appearances in court to provide evidence; |
| Community Peace Officer Level 1 uniform Shirt: Dark grey in colour. Pants: Dark blue/black in colour. Stripe must be grey in colour. Hat and Tie: If worn, colour must correspond to pants or shirt. Patrol Jacket: Dark blue/black in colour. Safety Vest: Must be lime green in color and may bear the words "Peace Officer" or | No uniform requirement. Community Peace Officers Level 2 are not held to a uniform requirement, however, the Level 1 uniform and vehicle requirements may be utilized if the authorized employer so desires. Restrictions on Uniform Design. Authorized employers choosing to develop their own uniforms must abide by Section 54(2) of the Police Act, which prohibits the wearing of a uniform that would lead the public to a | No uniform required. |



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|---|---|--|
| <p>other title approved by the Director across the back. The vest may also bear no wording, provided the uniform worn underneath is sufficiently marked to identify the wearer to the public as a Peace Officer (i.e. visible shoulder flashes).</p> <p>*Jackets and shirt must bear the approved shoulder flash design.</p> | <p>mistaken belief that the wearer is a police officer. They must also ensure that the design does not duplicate the Alberta Peace Officer uniform in a manner that would lead the public to a mistaken belief that the wearer is an Alberta Peace Officer.</p> | |
| <p>Employers responsible for providing a safe and secure environment for public and/or private property are included in this category if they are armed with baton and/or OC spray and have requested peace officer authority beyond the ability to enforce non-moving traffic offences. Examples of this category are transit security agencies operated by a municipality, some post-secondary institutions, and a county and/or municipal patrol service.</p> | <p>No authority to carry any type of protection.</p> <p>Community Peace Officers Level 2 are not permitted to drive vehicles with red/blue lights unless approved by the Director of Law Enforcement after submission of a business case.</p> | <p>No authority to carry any type of protection.</p> |
| <p>Enhanced Authorities: Within the Peace Officer Program, the Community Peace Officer Level 1 may hold enhanced authorities in order to provide a better service to the community and/or a supplemental service to the police service of jurisdiction. These authorities, as follows, will only be granted after specified and approved training programs have been successfully completed:</p> <ul style="list-style-type: none"> • Non-urgent community calls: Criminal Code authority may be granted for the offences of 'Theft not exceeding \$5000' and 'Mischief not exceeding \$5000'. • Criminal Code warrants: Ability to arrest and release, unless Judicial Interim Release hearing required. • Motor vehicle collisions: Ability to investigate and submit reports involving non-injury events. | | |





**CITY COUNCIL
AGENDA REPORT**

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|----------------------|--|
| SUBJECT: | Lacombe & District Music Festival Request to Increase Facility Grant Allocation |
| PREPARED BY: | Sandi Stewart, Recreation & Culture Manager |
| PRESENTED BY: | Brenda Vaughan, Community Services Director |
| DATE: | October 1, 2018 |

PURPOSE:

That Council consider increasing the Lacombe & District Music Festival Association's (LDMFA) grandfathered facility grant amount to a total of \$7000.00 (GST not applicable) to rent the LMC for the annual Music Festival.

RECOMMENDATION:

Council to:

1. Direct Administration to increase the facility grant allocation for LMC rental to a total of \$7000 for the Lacombe and District Music Festival in the 2019 budget.

BACKGROUND:

A number of community groups had been granted free use of the LMC, prior to the renovation of the building. These historical arrangements have been maintained via approval of prior Councils. The affected groups and allocations are attached.

The current approved allocation for 2019 LDMFA's is \$2877.00.

On September 18/18 LDMFA President, Craig Colegrave, gave a presentation to the Lacombe & District Recreation, Parks & Culture Board titled: "What's ZU³P?". Further discussion revealed:

- 800 unserved performers - calculated from survey results and personal interviews.
- In the LMC they could host up to 6 performers at once using all of the rooms and they are hoping to be grandfathered for the cost of the rooms (estimated to be \$7000). They would like to move all their activities to LMC.
- By not charging the audience, LDMFA does not have to worry about copyright issues from SOCAN. They do collect donations at the door but cannot solicit them. The LDMFA does get informal sponsors/donors coming forward but cannot advertise sponsorship or have any expectation connected to a donation.
- Based on survey results the Music Festival is moving to the beginning of May and will not run over the weekend (Fri – Sun).

- The adjudication process is the education portion of the festival, it tells performers what they do well and what they can work on and provides an opinion outside of their teacher or parents who they work with regularly.
- Piano is a popular session for spectators to attend and can have 40-50 people watching. The size and accessibility of the venue also affects the number of attendants.

ISSUE ANALYSIS:

The Lacombe Regional Recreation and Culture Board recommends that Council consider an increase to the grant allocation. Resolutions include:

Based on the original proposal Lacombe & District Recreation, Parks & Culture Board’ understood the LDMFA request was approximately \$7000. The Board made the following motion on September 18/18:

Moved By Sandy Douglas that the Lacombe & District Recreation, Parks & Culture Board recommend that Council grandfather the Lacombe Music Festival Association for 11 full days of all 6 rooms (North and South Centennial Hall, North and South County Room, Servus Credit Union Room, and Rotary Board Room) in the Lacombe Memorial Centre

Seconded by: Kirstin Bouwsema

CARRIED 2 opposed

Discovering the actual cost of the LMC for 11 full days would be \$17,985.00, the Board amended their original motion to the following:

Moved by Sandy Douglas that the Lacombe & District Recreation, Parks & Culture Board recommend that Council grandfather the Lacombe Music Festival Association for up to \$7000 for the Lacombe Memorial Centre during the Music Festival

Seconded by: Kirstin Bouwsema

CARRIED 1 opposed

Given the Board’s recommendation and Council’s 2018-2021 Strategic Plan to support events and cultural groups, administration encourages Council to include the total LMC grandfathered amount of \$7000.00 for the LDMFA in their budget deliberations.

FINANCIAL IMPLICATIONS:

\$7000.00 would be an increase of \$4123.00 from the regular LDMFA 2019 grandfathered amount.

LEGISLATIVE AUTHORITY:

- Municipal Government Act Part 1,
- Purposes, Powers and Capacity of Municipalities
- The Purposes of a municipality are:
 - To provide good government
 - To provide services, facilities or other things that in the opinion of Council are necessary or desirable for all or part of the municipality and
 - To develop and maintain safe and viable communities
- 2013 Recreation & Culture Master Plan

SERVICE LEVEL IMPACT:

- Increase of services to be utilized at the LMC



STRATEGIC/BUSINESS PLAN REFERENCE:

4.1.4. Lacombe offers necessary services and programs at levels that best suit community needs.

4.2.4. Support for Events.

- Build on existing partnerships with community groups and organizations to attract events.

4.4.1. Support Cultural Groups. Support community groups to advance the arts in Lacombe.

- As many events as possible are free of the public to access.
- Council considers a cost-mitigation policy for community groups using City-owned space.
- Council considers a policy for funding partnerships with community groups

4.4.2. Attend and celebrate cultural events and historical milestones.

- Council actively participates in historic and cultural events.
- Community groups feel that Council is a partner.

ALTERNATIVES:

Council may:

1. Direct Administration to increase the facility grant allocation for LMC rental to a total of \$7000 for the Lacombe and District Music Festival in the 2019 budget.
2. Decline the request
3. Direct administration as to how they wish to proceed

ATTACHMENTS:

- 2018 Grandfathering Letter
- LMC Grandfathered Events with Music Festival Options
- LMC Customer Schedule (Based on 11 Full Days)





**CITY COUNCIL
AGENDA REPORT**

| | |
|----------------------|--|
| SUBJECT: | Charis Village Housing Society – Variance of Off-Site Levy Payment and Security Deposit |
| PREPARED BY: | Denise Bellabono, Executive Assistant |
| PRESENTED BY: | Jordan Thompson, Director of Operations and Planning |
| DATE: | October 1, 2018 |

PURPOSE:

To seek Council's direction on a variance request from the Charis Village Housing Society pertaining to the construction timing and offsite levies owing on Herr Promenade – a future public road in Henner Heights.

ACTION/RECOMMENDATION:

THAT with respect to the lands described as Herr Promenade Council approve the phased payment of offsite levies as described

AND

THAT Council approve the deferral of the construction of Herr Promenade to Phase 1C, 1D, or 1E whichever is developed first

AND

THAT Council direct Administration to collect additional security and establish endeavour to assist agreements between the Charis Village Housing Society and future developer of lands north of Herr Promenade to facilitate a 50/50 cost share for the construction of Herr Promenade.

THAT the City collect deposits and securities for the development of Charis Village as per approved Council policies.

BACKGROUND:

At the February 12, 2018 regular Council meeting, administration presented a request for direction following the request from the Charis Village Housing Society (the developers of Henner Heights' Senior Village), to defer the payment of off-site levies from Phase 1 to Phase 1A. The following motion was carried unanimously regarding the offsite levy request:

“THAT with respect to the lands described in the Henner Heights Outline Plan as the

Henner Heights' Senior Village, Council approve a deferral on the collection of the offsite levies to Phase 1A, and, starting with Phase 1A, direct Administration to calculate offsite levies at the time of subdivision for each individual Phase thereafter."

Condition 6 of the June 27, 2018 Charis Village subdivision decision letter requires offsite levies be paid on Herr Promenade:

The developer must pay the required offsite levies as calculated in the Development Agreement. This will include payment for Lot 5 (1.65ha), Lot 3 PUL (0.176ha) and Herr Promenade (0.641ha).

Condition 8 of the June 27, 2018 Charis Village subdivision decision letter requires the construction of Herr Promenade:

The Developer must construct the portion of Herr Promenade which was registered as part of Plan 182 1536.

On September 6, 2018, a letter was sent out to the applicant in regards to the Master Plan for Charis Village, 7200 72 Avenue, Lot 4 Block 12 Plan 182 1536, noting the approval by the Municipal Planning Commission as described on the development permit application form and plans submitted and subject to conditions, one of which pertains to the construction of Herr Promenade.

- 4. Applicant will be required to enter into a Development Agreement with the City of Lacombe at each phase of Development. Among other things, this Agreement will address the need for hard surfacing and landscaping estimates, the construction of Herr Promenade, and may require the payment of offsite levies.*

The subdivision decisions and Municipal Planning Commission decisions were appealable to the Subdivision and Development Appeal Board. No applications for appeal were submitted.

ISSUE ANALYSIS:

Attached is the Charis Village Housing Society variance request letter. The letter highlights 2 requests for Councils consideration however, for clarity, Administration is describing them as 4 requests in this report.



| REQUEST 1: | Phase the offsite levy payment for area described as Herr Promenade (1/3, 1/3, 1/3). | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|------------------------|--|----------------------------------|---|----------------------------------|----------|-----------------|--------------|--------------|---------------------|-----------------|--------------|--------------|-------------|-----------------|--------------|--------------|-------------|-----------------|-------------|-------------|---|-----------------|-------------|-------------|---|--------------|---------------------|---------------------|--|
| CURRENT STATUS: | Subdivision condition 6 requires OSL for Herr Promenade area to be paid 100% with Phase 1A | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ANALYSIS: | Approval of this request results in a lower offsite levy payment in Phase 1A but higher offsetting payments in following phases. If approved the offsite levy payment schedule would be as follows: | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <table border="1"> <thead> <tr> <th></th> <th>February 2018 Council Approved Variance</th> <th>Proposed OSL Payment Schedule</th> <th>Variance</th> </tr> </thead> <tbody> <tr> <td>Phase 1A</td> <td>\$278,147.28</td> <td>\$229,412.56</td> <td>-\$48,734.73</td> </tr> <tr> <td>Phase 1B</td> <td>\$124,644.12</td> <td>\$149,011.48</td> <td>\$24,367.36</td> </tr> <tr> <td>Phase 1C</td> <td>\$168,438.00</td> <td>\$192,805.36</td> <td>\$24,367.36</td> </tr> <tr> <td>Phase 1D</td> <td>\$47,802.70</td> <td>\$47,802.70</td> <td>-</td> </tr> <tr> <td>Phase 1E</td> <td>\$97,053.98</td> <td>\$97,053.98</td> <td>-</td> </tr> <tr> <td>TOTAL</td> <td>\$716,086.08</td> <td>\$716,086.08</td> <td></td> </tr> </tbody> </table> | | February 2018 Council Approved Variance | Proposed OSL Payment Schedule | Variance | Phase 1A | \$278,147.28 | \$229,412.56 | -\$48,734.73 | Phase 1B | \$124,644.12 | \$149,011.48 | \$24,367.36 | Phase 1C | \$168,438.00 | \$192,805.36 | \$24,367.36 | Phase 1D | \$47,802.70 | \$47,802.70 | - | Phase 1E | \$97,053.98 | \$97,053.98 | - | TOTAL | \$716,086.08 | \$716,086.08 | |
| | February 2018 Council Approved Variance | Proposed OSL Payment Schedule | Variance | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Phase 1A | \$278,147.28 | \$229,412.56 | -\$48,734.73 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Phase 1B | \$124,644.12 | \$149,011.48 | \$24,367.36 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Phase 1C | \$168,438.00 | \$192,805.36 | \$24,367.36 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Phase 1D | \$47,802.70 | \$47,802.70 | - | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Phase 1E | \$97,053.98 | \$97,053.98 | - | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TOTAL | \$716,086.08 | \$716,086.08 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <p>The final 1/3 offsite levy owing on Herr Promenade is shown in Phase 1C above but it will be charged on whichever phase develops first (1C, 1D, or 1E). The net developable areas of phases 1B-1E are estimated. The offsite levies are calculated above using the current offsite levy rate (\$112,292/ha). In the event the offsite levy bylaw is amended with new rates, the actual rate will be calculated at the time of development using the rate of the day.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| RECOMMENDATION: | THAT Council direct Administration approve the revised offsite levy payment schedule as proposed. | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

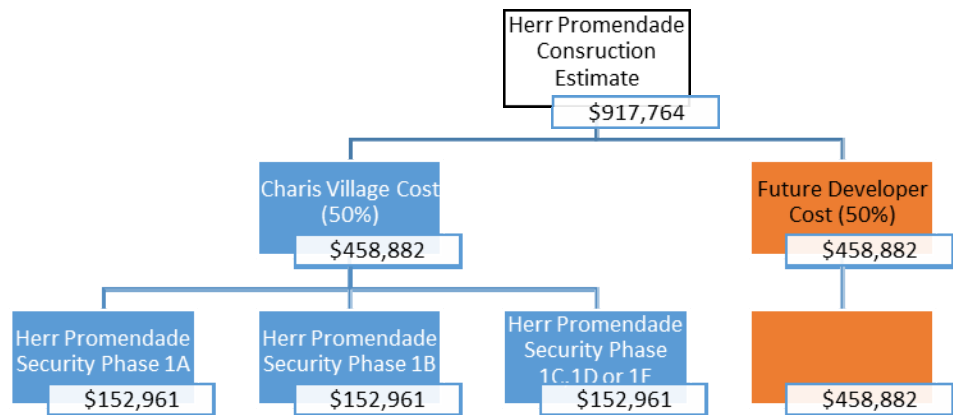
| | |
|------------------------|---|
| REQUEST 2: | Defer the construction of Herr Promenade fronting Charis Village to Phase 1C, 1D, or 1E whichever is developed first. |
| CURRENT STATUS: | Subdivision condition 8 requires Herr Promenade be constructed with Phase 1A |
| ANALYSIS: | Herr Promenade is not required until future phases. A second interim access to the site is being provided off C/E Trail with Phase 1A which will remain in place until the construction of Herr Promenade. The President of Burman University (landowner north of Herr Promenade) has signed the Charis Village request letter. |
| RECOMMENDATION: | THAT Council approve the deferral of the construction of Herr Promenade to Phase 1C, 1D, or 1E whichever is developed first. |



REQUEST 3: The City facilitate a 50/50 cost sharing arrangement for the construction of Herr Promenade fronting Charis Village between Charis Village and the future benefitting developer to the north.

CURRENT STATUS: Subdivision condition 8 requires Herr Promenade be constructed with Phase 1A

ANALYSIS: The construction of Herr Promenade, and associated underground utilities, benefit both the Charis Village development and the future developer. The proposed 50/50 cost split is generally fair and equitable. The President of Burman University (landowner north of Herr Promenade) has signed the Charis Village request letter. Below is a graphic depicting the breakdown of the source of the Herr Promenade construction costs based on a tendered cost provided by Charis Village.



However, the lands north of Herr Promenade (currently owned by Burman University) may develop prior to Charis Village proceeding with Phase 1C, 1D or 1E requiring that future developer to construct Herr Promenade for access. To address this, the Charis Village has proposed to pay the City additional security on a phased basis to cover their portion of the road costs (50%) which will be returned to the party initiating the construction of Herr Promenade, either Charis Village or the future developer.



RECOMMENDATION: THAT Council direct Administration to collect additional security and establish endeavour to assist agreements between the Charis Village Housing Society and future developer of lands north of Herr Promenade to facilitate a 50/50 cost share for the construction of Herr Promenade.

REQUEST 4: The City cap development agreement security and development permit deposits for Phase 1A to \$200,000.

CURRENT STATUS: Development Agreement Security is calculated as per Policy 66/201.01(13) Land Development Agreement Policy and Development Permit deposits are calculated as per Policy 66/210.01(15) Planning and Development Fee Schedule

ANALYSIS:

Charis Village has included in their letter, tendered prices for their site improvements. Based on these prices, \$595,294 in security is required to be collected up front by the City and returned back to the applicant upon satisfying the conditions outlined in the development agreement and development permit. The City's current standards for infrastructure security were originally adopted in 2011, and are intended to protect the City against the risk of non-performance by the developer. Specifically, poor quality workmanship, or failing to complete the work, could negatively impact the City's existing system. This is a particular concern when the developer's system is highly integrated with the City's existing system. The size and scope of Charis Village Phase 1A represents a typical phase of residential development for Lacombe. In terms of servicing costs, it is in line with typical development phases Lacombe sees, which are usually less than 50 residential lots. The City of Lacombe's risk exposure for this development is similar to other residential developments. Components of the servicing work being completed by the developer serves not only the Charis Village developer but also future development as well (forcemain, watermain, stormwater forebay). If it languishes, or fails, it cannot be easily isolated, and may impact future development.

The work will be inspected by a professional engineer, who will sign off on all tests and inspections. The chance for a failure is low, but it is certainly possible. The City must ensure that it holds sufficient security to correct any reasonably foreseeable issues.

Should Council wish to permit a variance Administration recommends it do so only to the portion pertaining to the development permit deposit not the portion on infrastructure that will serve other developers.

RECOMMENDATION:

THAT the City collect deposits and security for the Charis Village development as per approved Council Policies.

ALTERNATIVE:

THAT Council direct Administration to permit a 50% variance on the Charis Village development permit deposits and direct Administration to collect security for the Charis Village development agreement as per approved Council Policies.

FINANCIAL IMPLICATIONS:

The funding sources for offsite levy infrastructure is largely based on the City's offsite levy reserve balances at the time the infrastructure is constructed. The Henner's Pond stormwater outlet, and the Henner Heights sanitary liftstation are projects that require significant up front funding at the onset of development within the Henner Heights Outline Plan (albeit the liftstation is not required for Phase 1A of the senior's village). Funding these projects will likely be done largely through debt financing. Collecting offsite levies up front increases the offsite levy reserves and reduces borrowing costs. Future updates to the offsite levy model will roll



these borrowing costs back into the overall offsite levy rates. At this time however, borrowing costs may not be fully recovered.

LEGISLATIVE AUTHORITY AND PLAN ALIGNMENT:

MUNICIPAL GOVERNMENT ACT, RSA 2000, C.M-26

- Section 640 – Land Use Bylaw
- Section 648 – Off-site Levy
- Section 655 – Conditions of Subdivision Approval
- Section 692 – Planning Bylaws

SERVICE LEVEL IMPACT:

- Processing subdivision applications, building & development permit is considered to be a standard operation for the Planning and Development Department and will not impact the Department’s service levels.

STRATEGIC/BUSINESS PLAN REFERENCE:

Consideration of the requested variances generally speaks **favorably** with Council’s Strategic goal 4.2.1 (C) *Consider how the City can assist with development for business attraction and retention.*

Approval of offsite levy variances speaks **unfavorably** with Council’s Strategic goal 4.1.4 (C) *Maintain optimal reserve balances and maintain city development at a level that contributes to tax base at an optimum level*

ALTERNATIVES:

- Council direct Administration how it wishes to proceed.

ATTACHMENTS:

- Charis Village Request letter – September 12, 2018





CITY COUNCIL AGENDA REPORT

| | |
|----------------------|--|
| SUBJECT: | 2018/19 Regular and Committee Council Meetings Schedule |
| PREPARED BY: | Ross Pettibone, Legislative Coordinator/Executive Support |
| PRESENTED BY: | Matthew Goudy, Chief Administrative Officer |
| DATE: | October 1, 2018 |

PURPOSE:

That Council confirm by resolution the schedule of Council meeting dates from November 2018 to October 2019 inclusive.

RECOMMENDATION:

THAT Council approve the Regular and Committee Council Meeting dates from November 2018 to October 2019 as presented.

BACKGROUND:

Per the Council Procedural Bylaw 370, Regular Council meetings are held on the second and fourth Mondays of the month commencing at 5:00 PM. Monthly Committee of the Whole meetings are scheduled on the first Monday of the month per past practice. Individual meetings can later be cancelled, or added, when business allows.

Administration is recommending that the 29 2018/2019 council meeting dates (shown in black in the schedule attached) be approved. Committee meetings may be subsequently scheduled by Council on an as needed basis throughout the year.

Should all council not be present, administration recommends tabling this item to a subsequent meeting. Section 193(1) of the MGA requires all councillors be present for a decision to hold regular council meetings on specified dates, times and places. Regular Council meetings are scheduled for the second and fourth Monday's of each month per 6.7(4) of Council's Procedural bylaw, and for which notice to the public is not required (MGA 193(2) and 6.5(1)). Council committee meetings require 24 hours' advance notice to council members and the public.

ISSUE ANALYSIS:

Council Budget Workshop has previously been scheduled for November 7th (from 5:00 PM to 8:30 PM), November 8th from 9:00 AM to 4:00 PM, and November 13th from 1:00 PM to 4:30 PM – the latter a proposed regular Council meeting date from 5:00 PM.

Statutory holidays impacting the 2018 and 2019 meeting dates are as follows:

2018:

1. November 12 (Monday – Remembrance Day) is a Statutory Holiday. Administration is proposing this Regular Council meeting be held Tuesday, November 13 (following the afternoon budget workshop).
2. December 25 (Wednesday – Christmas Day) is a Statutory Holiday. Administration proposes two meetings only in December, with one Council Committee meeting scheduled on Monday December 3rd, followed by a regular Council meeting on Monday December 10.

2019:

1. April 22 (Monday - Easter) is a statutory holiday. The regular Council meeting is scheduled for Tuesday April 23.
2. July 1 (Monday) is Canada Day, a statutory holiday. Should council desire a committee meeting in July, this meeting could be scheduled for Tuesday July 2.
3. August 5 (Monday) is a provincial civic holiday. Should Council desire an August Committee meeting, this meeting could be scheduled for Tuesday August 6.
4. September 2 (Monday – Labour Day) is a statutory holiday. Should Council desire a September Committee meeting, this meeting could be scheduled for Tuesday September 3.
5. October 14 (Monday – Thanksgiving) is a statutory holiday. The Regular Council meeting is therefore scheduled for Tuesday October 15.

The proposed date changes are supported by Procedural Bylaw 370, 6.7(5) (When a regular Council or Committee meeting falls on a legal holiday, the meeting shall be rescheduled to the Tuesday following the regular meeting date). Further, in keeping with past practice, meeting frequency has been reduced during the months of July and August, to accommodate summer schedules – one regular meeting per month has been eliminated for those two months.



Proposed Council meeting dates are shown in the schedule below for discussion.

FINANCIAL IMPLICATIONS:

N/A

LEGISLATIVE AUTHORITY:

- City of Lacombe Procedural Bylaw 370, 6.7(4, 5, 17)
- Municipal Government Act (Sections 192, 193)

SERVICE LEVEL IMPACT:

- Existing Staff/Meeting Dependent

STRATEGIC/BUSINESS PLAN REFERENCE:

N/A

ALTERNATIVES:

1. That Council approve the Regular/Committee Council Meeting dates from November 2018 to October 2019 as presented.
2. That Council provide additional direction or amendments to the meeting dates presented.

ATTACHMENTS:

- Regular / Committee Meeting Dates November 2018 to October 2019.



Regular / Committee Meeting Dates November 2018 to October 2019

| | |
|---------------|--|
| November 2018 | Regular – 13 th and 26 th Committee – 5 th |
| December 2018 | Regular – 10 th Committee – 3 rd |
| January 2019 | Regular - 14 th and 28 th |
| February | Regular - 11 th and 25 th Committee - 4 th |
| March | Regular – 11 th and 25 th Committee - 4 th |
| April | Regular - 8 th and 23 rd Committee - 1 st |
| May | Regular - 13 th and 27 th Committee - 6 th |
| June | Regular - 10 th and 24 th Committee - 3 rd |
| July | Regular - 8 th |
| August | Regular - 12 th |
| September | Regular - 9 th and 23 rd |
| October | Regular –15 th and (Organizational) 28 th Committee – 7 th |





**CITY COUNCIL
AGENDA REPORT**

| | |
|----------------------|---|
| SUBJECT: | Appointment of Councillors to Boards, Committees and Commissions |
| PREPARED BY: | Ross Pettibone, Legislative Coordinator/Executive Support |
| PRESENTED BY: | Matthew Goudy, CAO |
| DATE: | October 1, 2018 |

PURPOSE:

To bring for Council approval and confirmation a list of all proposed Councillor appointments to Council Boards, Committees and Commissions for 2018/2019.

RECOMMENDATION:

THAT Council approve the 2018/19 Councillor Appointments to Council Committees, Boards and Commissions as presented.

BACKGROUND:

As per Procedural Bylaw 370 Section 6.7 (8) Council may establish council committees and other bodies as necessary under the Municipal Government Act (Sections 145/146) and shall determine Terms of Reference for each. Further to Bylaw 370 Section 6.7 (10) Committee members shall be appointed annually by Council at the annual organizational meeting. The proposed appointments to Committees, Boards, and Commissions are listed in the attachment. All appointments are again reviewed at the next organizational meeting in October 2019 and it is recommended Councillors be reappointed to the same committees.

To address new legislation in the Modernized Municipal Government Act requiring panels of the SDAB to have one member –two council member appointments to SDAB will function as alternates for each other so only one attends each hearing panel.

ISSUE ANALYSIS:

Currently, seven Council members serve on a total of 32 Boards, Committees and Commissions/Societies, which represent an average of (4.6) four appointments each. In addition to these Standing Committees there are often requirements for Council to participate on ad hoc committees or task teams that offer a public service.

FINANCIAL IMPLICATIONS:

N/A

LEGISLATIVE AUTHORITY:

- Municipal Government Act (Part 5, Division 1, Section 146)
(Per 154(2), The Chief elected official is a member of all council committees (by reason of his/her office) and all bodies to which council has the right to appoint members.
- City of Lacombe Procedural Bylaw 370, 6.7(10)

SERVICE LEVEL IMPACT:

- N/A

STRATEGIC/BUSINESS PLAN REFERENCE:

Confirming suitable candidates for the City’s Committees, Boards, and Commissions as presented aligns favorably with Strategic Goal 4.1.1 (Open and Accessible Government). In fulfilling Council’s mandate to deliver an array of services to the community the appointment of Councillors to boards, committees and commissions facilitates the process of working together, with the people, for our community. City board and committee members understand their roles, fulfill their mandates, and provide value to the City and residents.

ALTERNATIVES:

1. THAT Council approve the 2018/19 Councillor Appointments to Council Committees, Boards and Commissions as presented.
2. That Council provide suggested amendments to the appointment of elected officials on boards, committees and commissions.

ATTACHMENTS:

- List of 2018/2019 Councillor Appointments to Council Committees, Boards and Commissions





CITY COUNCIL AGENDA REPORT

| | |
|----------------------|--|
| SUBJECT: | Board/Commission/Committee Appointments for Citizens at Large |
| PREPARED BY: | Ross Pettibone, Legislative Coordinator/Executive Support |
| PRESENTED BY: | Matthew Goudy, CAO |
| DATE: | October 1, 2018 |

PURPOSE:

To bring to Council for final approval new term appointments/reappointments for Citizen-at-Large positions on the Lacombe Police Commission, Lacombe and District Recreation, Parks and Culture Board, Inter-Municipal BOLT Regional Transit Committee, Heritage Resources Committee, Art Collection Committee and Municipal Library Board as established by Lacombe City Council.

ACTION/RECOMMENDATION:

THAT Council approve the Board, Commission and Committee appointments as presented.

BACKGROUND:

Administrative procedures for all Citizens-at-Large positions on Boards and Committees include public advertising, approvals by the Mayor, reviews by the receiving Board or Committee for information, with recommended appointments presented to City Council for ratification.

The appointments/reappointments will meet the respective bylaw requirements for

- Six public at large members on the Lacombe Police Commission
- One public member from the City of Lacombe on the BOLT Regional Transit Committee
- Six public at large (and one high school student) members on the Lacombe and District Recreation, Parks and Culture Board.
- Up to six public members on the Heritage Resources Committee
- Two public members on the Municipal Planning Commission
- Up to ten members on the Municipal Library Board
- Three public Art Professionals on the Art Collection Committee

ISSUE ANALYSIS:

In committing to further terms of service, all expiring volunteers and the respective committees have agreed to the proposed re-appointments.

Consecutive terms of service on the above Boards, Committees and Commissions are subject to Council discretion as per the respective Bylaws, the Libraries Act and the Police Act (LPC maximum term of ten years). As highlighted, at least two thirds of the whole Council (5) must vote for reappointment in cases where bylaw service terms are exceeded for the Lacombe & District Recreation Parks & Culture Board (6 years), and the LPC (6 years). Heritage Resources Committee members can serve one additional four year term and in the absence of a replacement be reappointed annually for one year terms.

Advertising will continue for one expected 2019 vacancy each on the Municipal Planning Commission and the Municipal Library Board.

Municipal Planning Commission (Bylaw 228)

- Council: Grant Creasey, 2017, At Pleasure
- Council: Don Gullekson, 2017, At Pleasure
- Council: Thalia Hibbs, 2017, At Pleasure
- Citizen at Large: Don Easton, Jan 1/17 - Dec. 31/20
- Citizen at Large: Jan 1/19 - Dec. 31/21 .

Lacombe Police Commission (Bylaw 78)

- Council: Reuben Konnik, 2017, - At Pleasure
- Citizen at Large: Judy Lucht, Jan 1/18 - Dec. 31/20
- Citizen at Large: Corey Gish, Jan 8/18 - Dec 31/19
- Citizen at Large: John Walker, Jan 1/18 - Dec. 31/20
- Citizen at Large: Sonja Dykslag, Jan 1/17 – Dec. 31/19
- Citizen at Large: Sept 24/18 – Dec 31/21 (*APPOINTING*)
- Citizen at Large: Bob Huff, Jan 1/19 - Dec 31/21 (*REAPPOINTING*)

BOLT Regional Transit Committee (Terms of Reference)

- Council: Johnathan Jacobson, 2018, - At Pleasure
- Council: Reuben Konnik, 2018, - At Pleasure
- Citizen at Large Lacombe: Sept 25/18 – Dec 31/20 (*APPOINTING*)
- Citizen at Large Blackfalds: TBD



- Blackfalds Council (Poole/Svab/Alt. Olfert)
-

Heritage Resources Committee (Bylaw 397)

- Council: Jonathan Jacobson, 2017, - At Pleasure
- Citizen at Large: Lantry Vaughan, Nov 28/16 - Dec. 31/19
- Citizen at Large: Ellen Corea, [Jan 1/19 - Dec 31/19](#) (**REAPPOINTING**)
- Citizen at Large: Charles Bourn, Jan 1/18 - Dec. 31/21
- Citizen at Large: Sheila McIlwain, Jun 26/18 – Dec. 31/21
- Citizen at Large: Christopher Myles Chykerda, Sep 11/18 – Sep 10/22

Lacombe & District Recreation, Parks and Culture Board (Bylaw 46)

- Council: Jonathan Jacobson, 2017, - At Pleasure
- Citizen at Large: Diana Wiebe, Jan 1/17 - Dec. 31/19
- Citizen at Large: [Jan 1/19 – Dec 31/21](#) (**APPOINTING**)
- Citizen at Large: Marisa Jackson, Jan 1/17 - Dec. 31/19
- Citizen at Large: Emma Vockeroth, Jan 1/18 – Dec. 31/20
- Citizen at Large: **Martin Sherrer**, [Jan 1/19 – Dec 31/21](#) (**REAPPOINTING**)
- Citizen at Large: Kirstin Bouwsema, Jan 1/18 – Dec 31/20
- Student Rep.: Emma-joy Pocock, Sep 1/18 – Aug 1/19

Municipal Library Board (Bylaw 391/Libraries Act)

- Council: Chris Ross, 2017, - At Pleasure
- [Citizen at Large:](#) [Jan 1/19 – Dec 31/21](#)
- Citizen at Large: Nancy Lightbown, [Jan 1/19 – Dec 31/21](#) (**REAPPOINTING**)
- Citizen at Large: Della Quick, Jan 1/18 - Dec 31/20
- Citizen at Large: Nicole Rice, Jan 1/18 - Dec 31/20
- Citizen at Large: Ingrid Luymes, [Jan 1/19 – Dec 31/21](#) (**REAPPOINTING**)
- Citizen at Large: Darel Bennedbaek, Jan 1/17 - Dec. 31/19
- Citizen at Large: Jeffrey Kluthe, Jan 1/17 - Dec 31/19
- Citizen at Large: Tamara Helder, Jan 8/18 - Dec 31/20

ART Collection Committee

- Council: Jonathan Jacobson, 2017 - At Pleasure
- Citizen at Large: Brent Bouwsema, Jan 1/17 - Dec 31/19
- Citizen at Large: Karen Penrice, Jan 1/17 - Dec 31/19



- Citizen at Large: Shirley Flinn- Jan 1/19 - Dec 31/21 (**REAPPOINTING**)

FINANCIAL IMPLICATIONS:

N/A

LEGISLATIVE AUTHORITY:

- Municipal Government Act, R.S.A. 2000, Part 6, Section 203 (1), Part 5, Section 145
- Bylaw 78 (Lacombe Police Commission)

SERVICE LEVEL IMPACT:

- N/A

STRATEGIC/BUSINESS PLAN REFERENCE:

N/A

ALTERNATIVES:

1. THAT Council approve the Board, Commission and Committee appointments as presented.
2. That Council not ratify all or selective appointments and direct the administration on how they wish to proceed.

ATTACHMENTS:

- Board Appointments for Citizen at Large
- Resumes (Available in Camera)



Citizen-at-Large Board/Committee/Commission Appointments

Lacombe Police Commission

Appoint Edith McKinlay for a term ending December 31, 2021.

Reappoint Bob Huff for a term ending December 31, 2021, for more than two consecutive terms.

BOLT Regional Transit Committee

Appoint Jana Fafard for a term ending December 31, 2020.

Art Collection Committee

Reappoint Shirley Flinn for a term ending December 31, 2021.

Lacombe & District Recreation, Parks and Culture Board

Appoint Dani Ducross for a term ending December 31, 2021.

Reappoint Martin Sherrer for a term ending December 31, 2021, for more than two consecutive terms.

Heritage Resources Committee

Reappoint Ellen Corea for a term ending December 31, 2019.

Municipal Library Board

Reappoint Ingrid Luymes for a term ending December 31, 2021.

Reappoint Nancy Lightbown for a term ending December 31, 2021.

