

**CITY OF LLOYDMINSTER/COUNTY OF VERMILION RIVER NO. 24
INTERMUNICIPAL LIAISON COMMITTEE**

ACTION BY

Thursday, July 20, 2006, at 9:30 a.m. @ City Hall

PRESENT

City of Lloydminster

Alan Cayford, Alderman
Herb Flieger, Alderman
Roger Brekko, City Manager
Rick Collins, Director of P&PW
Kevin Ng, Urban Planner
Janet Budris, Recording Secretary

County of Vermilion River #24

Don Whittaker, Reeve
Peter Green, Councillor
Glenda Thomas, Administrator
Ken Rogers, Development
Officer
Miles Latimer, Councillor

Consultant

Greg Hofmann, G.T. Hofmann & Associates

REVIEW/
ADOPTION OF
JULY 20/06
AGENDA

There were no additions to the agenda.

REVIEW OF LAST
MINUTES

H. Flieger asked if there were any errors/omissions in the minutes.

INFORMATION

Moved By A. Cayford, Seconded by D. Whittaker, that the minutes of July 6, 2006, be approved. CARRIED.

R. Brekko commented that in follow up to the minutes he and K. Ng are working on an administrative report for the ILC committee. G. Hofmann advised that he attached a Terms of Reference and Budget Estimate for preparing the Area Structure Plans to the agenda.

ILC "DIVISION OF
LABOUR"

To discuss task/time allocation going forward for maximum effectiveness and efficiency.

INFORMATION

Full Committee/Technical Group – G. Hofmann noted that at the conclusion of the last meeting we discussed how the Full Committee can be used effectively. G. Thomas suggested that we have a Technical Committee, which would consist of a subset of the larger committee.

G. Hofmann commented that we already saw the technical group work this morning with the Elkow's. There are going to be some meetings where we need elected officials to give direction or set policy. A. Cayford commented that all they need is an administrative report with a recommendation to the Full Committee to vote on if it is a technical issue.

M. Latimer asked if we aren't at every meeting then how do we deal with the issue with the ratepayer. We may get a phone call with two different stories. G. Hofmann advised that if you are asked a technical issue then maybe refer them to Administration for

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clarification. As well an administrative report should have background information on the issue. Elected Officials shouldn't be involved with the nuts and bolts. There will be times if we are presenting discussion papers on a practical level to have Elected Officials attend. H. Flieger and D. Whittaker agreed that we should make good use of people's time. H. Flieger advised that it would be helpful if there is a recommendation/discussion paper that they get it a few days in advanced so that they have the time to review. G. Thomas noted that we should add this into the Terms of Reference.

K. NG/R. BREKKO

MOVED By A. Cayford, Seconded By D. Whittaker that we add to the Intermunicipal Liaison Committee the definition/explanation of Full Committee and Technical Committee to the Terms of Reference. CARRIED.

ADMINISTRATION

UPDATE FROM
CITY/COUNTY ON
IWANIC OUTLINE
PLAN NE 34-49-
W4M

R. Collins advised that at the last meeting the County and City were going to approve in principle the Iwanic Outline plan. G. Thomas noted that they haven't passed it through Council and she asked the Elected Officials at this meeting if they were in favor of it. Everyone was in agreement with the outline plan. It will be taken through the next Council meeting of July 31, 2006.

INFORMATION

R. Collins noted that at our last meeting we discussed the alignment of the County natural gas line. The City has added a 6 metre easement over the alignment in AutoCad, which follows the existing alignment through the proposed Brentwood site then goes east to tie into the utility right-of-way for the sanitary and water line running north-south adjacent to 75 Avenue. At the last meeting the County gas line was discussed and what the County requires with respect to an easement. The draft easement plan that Brentwood has given the City has no easement and we need an easement over the pipeline. The City assumed it was six metres, however, this can be amended. K. Rogers to check to see the status of this issue. He thought that the County had signed it off. R. Collins suggested that K. Rogers get in touch with Brentwood.

K. ROGERS

CENTRAL URBAN
EXPANSION AREA
STRUCTURE PLAN
(ASP)

Council Response to Draft Terms of Reference, Tentative Time Line & Budget Estimate - G. Thomas advised that this issue was taken to the last Council meeting (July 18, 2006) and was approved. We appreciated the flexibility of the document what is included.

INFORMATION

R. Brekko noted that he had missed taking this through the previous Council meeting but took it through Committee of the Whole on July 18, 2006, where it was approved, it just needs to be ratified by Council. We also discussed who was going to be the master holder to receive funding for this project and he would like the City to be the master holder. He has distributed a draft letter to Committee to review regarding funding for this project from Albert Municipal Affairs.

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Funding for Intermunicipal Development Plan/Area Structure Plan Letter – R. Brekko has talked to B. Quickfall and the Deputy Minister of Municipal Affairs regarding the Terms of Reference and the Contract with G. Hofmann including cost sharing.

Second Paragraph – G. Thomas suggested that we attach the proposal for their information as part of the scope of work when asking for money. D. Whittaker noted that we should include that we have had significant public/landowner consultation.

Oilwells – R. Brekko commented that he discussed with B. Quickfall the number of oilwells/pipelines that are in the surrounding area. He thought that this would give us the opportunity to call it a special project.

Landowner Meetings/Public Hearings – G. Hofmann advised that with respect to including in the funding letter (s) what the IDP process involved in terms of public consultation, there were two public meetings/open houses in addition to the formal public hearing as well as four full days with two senior planners interviewing affected landowners within the IDP area.

Transportation Letter – G. Thomas advised that we should send a second letter to the Alberta Transportation department. G. Hofmann noted that we are not only completing an area structure plan but also assisting landowners for access to the Highway. K. Rogers commented that this might not help if Alberta Transportation doesn't agree with our plans. R. Brekko noted that then we can agree to disagree. D. Whittaker suggested that we copy our local MLA and Federal Government on the letters. G. Hofmann noted that we should also send a copy of the letter to the Deputy Minister of Transportation as well as the Minister of Municipal Affairs.

MOVED By P. Green, Seconded By A. Cayford, that we instruct Administration write a letter requesting funding for the Area Structure Plans to the Minister of Municipal Affairs. CARRIED.

ADMINISTRATION

BRIEFING FROM
ILC TECHNICAL
GROUP RE:
ELKOW

G. Hofmann advised that the Technical Committee met with Mr. & Mrs. Elkow this morning. We discussed storm water and the Area Structure Plans that we are starting to work on. This is the first discussion with landowners other than the Brentwood development. Mr. & Mrs. Elkow understood the importance of storm water and that you have some options with respect to roads and other services. Storm water is where it goes and at the conclusion of the meeting they clearly in the end understood that we are trying to help the people inside the Area Structure Plan area by completing the planning vs. landowners trying to plan it by themselves. They saw that the action of one landowner would affect another. We did talk about a specific drainage channel and the storm water option is in the

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middle of the north quarter based on drainage studies. We received a receptive response from both of them today. They understood that there is added value to them by placing the storm water component within their property.

K. Rogers advised that what we have asked for in the interim is a 20 metre wide easement for the channel and there was talk about working to the possibility of space requirements for a storm channel for an urban density. When the Eklow's left the meeting they understood what was being requested from them. R. Brekko noted that we discussed the easements as utility corridors. G. Hofmann commented that if we require 15 acres for storm water management this does not impact their 10% rule for development. This was clarified with the Elkows. It sounds like we will get an answer from them sometime next week.

Cost of the Easement – G. Thomas noted that if Elkow's give their land for the easement who pays for the cost of creating the storm water channel and how expensive is this. A. Cayford advised that it could be part of the offsite charges. H. Flieger noted that this item is for the Technical Committee.

DISCUSSION/
DIRECTION FROM
ILC RE: WIST/KAY
SUBDIVISIONS

G. Hofmann noted that there maybe other issues such as the Wist property. If Elkow's agree to the storm drainage then we can deal with the Wist/Kay land. R. Brekko noted that the follow up would be to get a survey done and design the site. G. Thomas commented that this is part of the Technical Committee issues. We did prioritize north and south of Highway #16 so to be fair we should talk to the landowners on the north side of Highway #16 and give them the same explanation.

INFORMATION

Wist Road Widening - G. Thomas noted that Wist has given us 100 feet of road widening. The City wants 150 feet so we received an extra 25 feet and will be negotiating a price. The County policy states we use \$750/acre and asked if the City was agreeable to this number. R. Brekko agreed with the price. K. Rogers to send the package to K. Ng.

K. ROGERS

Car Wash Liquid Waste – R. Brekko asked if the County sends it to the Blackfoot Lagoon. K. Rogers advised that the Car Wash owners use some system out of the United States and they recover 90% of the water.

A. Cayford advised that there is a company in Elk Point that takes liquid waste but they have to sample it out of the sump and when they have an approved sample they will take it.

ANY OTHER
MATTERS

CPR Railway – G. Thomas noted that the bid is out on the lines. They have to salvage the line and take the crossing signs down and

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that is part of the deal with the Province to take it over. K. Roger noted that they have started taking down signal lights crossings and have not started ripping out the rails. G. Thomas noted that they have a fall meeting with the province, however, County Council has requested an earlier response and does not wish to wait for the Fall.

**NEXT MEETING
AGENDA ITEMS**

Next Meeting is August 10, 2006, at 10:00 a.m. @ the County Office.

ADJOURNMENT

MOVED by M. Latimer and H. Flieger that the meeting adjourned at 12:35 p.m. CARRIED.