

**CITY OF LLOYDMINSTER/COUNTY OF VERMILION RIVER
INTERMUNICIPAL LIAISON COMMITTEE**

ACTION BY

Thursday, January 11, 2007, at 9:00 a.m. @ City Hall

PRESENT

City of Lloydminster

Ken Baker, Mayor
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

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

Consultant

Greg Hofmann, G.T. Hofmann & Associates

ABSENT

Alan Cayford, Alderman

REVIEW/
ADOPTION OF
JANUARY 11/07
AGENDA

D. Whittaker thanked Administration for distributing the INFORMATION
agenda/minutes on a timely basis.

D. Whittaker inquired if there were any additions to the Agenda.
The following will be dealt with under other matters:

- Wellington Line
- Rolling Greens

**MOVED By H. Flieger, that we adopt the January 11, 2007,
Agenda. CARRIED.**

APPROVAL OF
NOVEMBER 30/06
MINUTES

D. Whittaker asked if there were any errors/omissions in the minutes. INFORMATION

D. Whittaker noted that the minutes were received on December 11,
2006.

**Moved By M. Latimer, that the minutes of November 30, 2006, be
approved. CARRIED.**

AREA STRUCTURE
PLAN – UPDATE

G. Hofmann noted that he reviewed this document with the Technical ATTACHMENT/
Committee last week. He distributed two-revised maps that weren't INFORMATION
in the agenda package.

He commented that there has been a fair amount of work that went
into this plan. This package is ultimately intended for preliminary
discussions draft document that the Technical Committee reviewed
and now is for the Steering Committee to approve. Once this plan
has been approved by the Steering Committee it then will be
presented on a one-on-one basis to the affected Landowners. He
has enough information to discuss with respect to the Conceptual
Urban Layout and 10% subdivision eligibility in a form where we can
discuss with the Landowners.

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It isn't an open invitation to the Public just to the Landowners or their representatives to discuss the Area Structure Plan. Today we are going to review the preliminary discussion document and if it is acceptable then we can proceed with the intensive consultation with the Landowners. Any feedback with the Landowners is confidential, as we discussed in the Terms of Reference for the Committee, and will have to have in camera discussions with respect to feedback, but at some point it has to be a Public document.

G. Hofmann reviewed the introduction/planning process. Once he reviews the document with the ILC, and any requested changes made, then the material will be explained on a one-on-one basis to obtain feedback. The feedback will be summarized and presented to the ILC, as an in-camera item. Based on the direction received from the ILC at that point, a Preliminary Draft Central Urban Expansion ASP will be prepared. Once this is completed then we will have to have a joint meeting with both Councils

G. Hofmann advised that we will have to remind the Landowners what has been done in regards to the framework of the IDP and why this is being done, what groundwork has been laid, policy and agreements put in motion.

IDP Map D – Area Structure Plans for Urban Expansion Areas (Page 3) – G. Hofmann noted that this provides more detailed planning with what has already been done. The MGA in fact insists that statutory plans are consistent with each other.

IDP Map A With Central Urban Expansion ASP Boundary Superimposed (Page 4) – G. Hoffman noted that he is reminding everyone of some general direction for land use. This map was superimposed over of Map A of the IDP. Generally there are four designations UE – Urban Expansion, RCI – Rural Commercial/Industrial, HPD – Highway Profile Development and RD Rural Development.

IDP Map B With Central Urban Expansion ASP Boundary Superimposed (Page 5) – G. Hofmann commented that this is the future conceptual road network with the boundary superimposed. It is important that we highlight the major road aspect provision such as the Bypass of Highways #16 & #17.

D. Whittaker noted that the County is seeing an increase in the amount of traffic on Range Road #14 and Highway #16. These are important roads for the County to protect for future development.

R. Brekko noted that the City of Lloydminster Highway #16 bypass plan includes budgeting with Alberta Transportation and

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Saskatchewan Transportation over the years and to update our transportation plan. We have to make sure that it is addressed in The City's Transportation Master Plan.

Alberta Infrastructure & Transportation Meeting in November, 2006 – D. Whittaker noted that he met with them in November and we want to develop a Highway Facility Intersection Management Plan. He hasn't heard back from them since that meeting and he will have to follow up. P. Green commented that there should be a levy used to improve the intersection when it needs to be improved. G. Hofmann still thinks that this is in place and in the existing regulations.

Key IDP Policy Affecting Central Urban Expansion ASP Future Concept – G. Hofmann advised that not every policy has been named but the most relevant ones have been listed and were discussed at the Technical Committee. It was decided that rather than quote the existing IDP policies, it would be better to insert the proposed (corrected) ones and have explanatory notes.

Central Urban Expansion ASP Concept - The IDP policies already in place help to set the stage for an urban expansion layout. The proposed Conceptual Urban Layout also incorporates sound planning fundamentals.

Conceptual Urban Layout (G. Hofmann distributed 11" X 17" color version) - G. Hofmann reviewed the few changes to the Layout at the north end made to incorporate the feedback he received at the ILC Tech. Comm. Mtg. a week earlier. There was a solid blue line leading in and out of the storm pond initially but the Tech. Comm. noted that was still under review/study. So rather than a solid line he used a dashed line. Similarly, where an orange line (ie: storm sewer) was still under review/study, it too would be dashed instead of solid such as the option of moving stormwater through the Elkow property east to the storm pond on the Iwanic/Elkow properties or moving it north across the Highway and into the CN ditch. The only other change is the bottom southeast quadrant as a result of further examination of Associated Engineering storm drainage Option 1A. G. Thomas noted that shouldn't the storm facility should be moved slightly within the Iwanic quarter, toward the west (toward the Elkow property). G. Hofmann explained that it should have been shifted to the west, spanning the quarter's boundary, and he will ensure the adopted version shows this.

GREG HOFMANN

D. Whittaker questioned the layout of the municipal/school reserve locations and shouldn't some of the retention lakes be incorporated together. G. Hofmann noted that in most cases they are built around a storm facility. The group discussed school density and sites in the City of Lloydminster. He advised that this drawing is conceptual and isn't a survey document. The adopted policy re: municipal/school

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reserve in the IDP states that MR/SR is being reserved/held for the City in the UE Country Residential areas only. The MR/SR amount totals on the Layout represent 10% of that land base only. No extra reserve over and above what was agreed to in the IDP is shown. He struggled with how to represent it on the map but felt the way it is represented on the proposed Layout works, especially with the opportunity to explain it to landowners on an individual basis. We would likely have residential housing around the storm utilities or multifamily so it wouldn't be all school/park space within that area. Storm utilities are designated as a public utility and not part of the calculation. He reviewed the neighborhood arterial/collectors and intersection spacing. The major roads are in accordance with urban standards.

K. Baker commented that 10% of every quarter goes towards parks and school reserves. G. Hofmann noted that the formula is in the MGA and further to IDP policy that has been agreed to. An agreement pertaining to municipal reserve would not be applicable to the UE Non-Residential, RCI and HPD areas. The proposed Layout reflects this. The County will be addressing reserve in these areas, as was agreed to in the IDP. G. Thomas noted that they either provide land or money.

Robinwood Acres – G. Hoffman noted that one more issue that needs to be discussed is Robinwood Acres. It was decided in the IDP that Robinwood Acres would stay zoned CR1. G. Thomas asked how is G. Hofmann going to talk to this group, as individual landowners or as a group? G. Hofmann noted that the Central UE Area Structure Plan doesn't really plan for their land but it does plan, in general terms, the land surrounding them. It sets the parameters on the outside of them which the Area Redevelopment Plan they would do would then have to recognize. For this reason, it may make more sense to talk to them as a group. K. Baker commented that he has had some comments from this group asking what is going to happen to them when the City gets to their area. G. Hofmann noted that we tell them the plan is to plan around this area but they can have an area redevelopment plan and this is in the IDP document.

G. Hofmann advised that the next important stage is to get all three Area Structure Plans completed so we can plan major roadways and storm facilities. Another key component is applying the 10% subdivision eligibility. K. Baker asked why we wouldn't lock down the major collector roads indicated on the proposed Layout. G. Hofmann explained that while we will be specifically addressing or "locking down" the plan's major arteries (e.g. Rge. Rd. 14, 12th Street extension west, etc.) you need to retain some flexibility with respect to the alignment of the major collector roads even though you want to identify them generally, which is what the Layout does.

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Additional UE Policies (Page 11 & 12) - G. Hofmann noted that these policies go over in detail additional UE policies. One of the key factors is accommodating the 10% subdivision eligibility within the areas designated either Urban Expansion Limited Country Residential or Limited Non-Residential on Map A in the IDP. On page 14 there is a map that shows Land Ownership with Central Urban Expansion ASP Boundary Superimposed.

Page 15 Map – He then took the ASP Boundary over top the base map in the IDP and applied existing titles within Central Urban Expansion Area Structure Plan (either designated Limited Country Residential or Non-Residential) eligible for 10% subdivision. He reviewed the map.

Referring to the bottom of the map, there are properties that span two Area Structure Plan boundaries and span two Urban Expansion designations. We have to consider the entire area and the rest of the south area structure plan. There are options that exist to exercise all or a portion of 10% subdivision eligibility within either the central UR or south UE ASP areas. Whatever 10% subdivision eligibility is exercised in one planning/ASP area will be forfeited in the other planning/ASP area. This is the only area in the IDP that is like this and it doesn't happen in the north because they don't touch except at a corner.

B. Kerr Land – K. Rogers noted that he had a discussion with B. Kerr regarding subdividing his land. He wants to subdivide 5.5 acres to put a trailer on his property, however, he has less than 20 acres in total. This doesn't meet our requirements but we have an opportunity to force the connection to the road over to 80 Avenue off of Range Road #13. If we don't do this now the City will have to wait until annexation for that link to get through to 80 Avenue.

M. Latimer left the meeting at 10:40 a.m.

MOVED By H. Fliieger that the ILC Steering Committee refer the issue of the B. Kerr Land request to the ILC Technical Committee. CARRIED.

COMMITTEE

Specifically Tailored Land Use District – G. Hofmann noted that on Page 16 it is a generic template of the general purpose of the district. It is intended to implement the Area Structure Plan. In the second paragraph is what the Area Structure Plan exercises are about. This provides long term planning and clarity so decisions can be made in the interim period. The last hand out was a table of contents.

Direct Control – D. Whittaker asked if the Area Structure Plan would be under Direct Control. G. Hofmann noted that Direct Control is used and abused in many ways. It can be structured in a number of

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ways either Direct Control by Council, Subdivision Authority or an overlay district. The County is reviewing their Land Use Bylaw right now. G. Thomas commented that we could put another overlay over the Land Use Bylaw. G. Hofmann noted that it could be treated as an overlay, however, they can be useful, or confusing and complicated. At this point the general purpose of the land use district is going to follow the Area Structure Plan. The Area Structure plan will have standards and setbacks that tie into the Land Use Bylaw.

G. Hofmann will remove the table of contents and make all the necessary changes.

G. Thomas suggested that G. Hofmann review the timeline. G. Hofmann explained that the next Steering Committee meeting is scheduled for March 1, 2007. Once this Committee approves the draft Area Structure Plan he will meet with the Landowners, which will take approximately 5-6 weeks. He will have a summary and the feedback to this group by March 1, 2007.

MOVED By H. Flieger, that the ILC Committee approves the Central Urban Expansion Area Structure Plan Preliminary Discussion Document as amended. CARRIED.

GREG HOFMANN

E-MAIL FROM
HUSKY

E-Mail from Bob Burrows/Husky is attached for information.

ATTACHMENT/
INFORMATION

G. Hofmann and Committee discussed the Husky pipeline alignment. The IDP identifies where the pipeline is going to be in the future.

R. Collins noted that he had asked Husky if they could straighten the pipeline Right-of-Way crossing within the NW 22-49-1-W4M. He received a reply stating that they can't make the change because of their schedule, cost and material.

D. Whittaker noted that Husky and CNRL are putting in pipelines adjacent to the proposed bypass route. He is wondering how we make the province aware of the bypass since it will escalate the cost of resetting the pipelines for the bypass if not identified on the title. G. Thomas commented that there isn't a caveat on the property. Committee discussed this issue and felt that it should be reviewed. G. Hofmann noted that B. Reed of Alberta Infrastructure and Transportation would be interested in this issue and we should start at his level.

R. Collins advised that he hasn't received a response from B. Burrows with respect to the pipeline within NW 22-49-1-W4M but Husky has chosen to fix the pipeline alignment on 75 Avenue/12 Street.

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MOVED By K. Baker, that the ILC Steering Committee accepts Husky's position as information in regards to their pipeline alignment at 75 Avenue/12 Street and within the NW 22-49-1-W4M. CARRIED.

COMMITTEE

Proposed Hill Industrial Area Structure Plan - R. Collins distributed the proposed Hill Industrial Area Structure Plan and Committee added this item under other matters.

TERMS OF
REFERENCE –
SIGNATURES

The Terms of Reference for the ILC is attached for information.

INFORMATION

K. Ng distributed two copies of the agreement for both Councils to sign.

MOVED By H. Flieger, that the ILC Steering Committee approves the Terms of Reference for signature. CARRIED.

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ANY OTHER
MATTERS

Willingdon Rail Line – K. Baker has attended a couple of meetings in regards to the Willingdon Rail Line. In 2001 we discussed the corridor to Marwayne and whether Industry wanted to develop along this alignment. He recently attended a meeting in Two Hills regarding this rail line. He has talked to L. Snelgrove and the Government isn't going to sell the Right-of-Way. The question is if the Government is going to own it, maintain it and have the liability. K. Baker mentioned to L. Snelgrove that the City and the County sent a joint letter regarding this issue. L. Snelgrove is asking again for a joint letter. His question is if the City/County are of the same opinion to use it as a rail corridor.

INFORMATION

D. Whittaker explained that at the meeting in Two Hills, what was discussed was setting up a Committee involving all municipalities that are impacted by this line. Then once we get appointed members we would then meet with the MLA's and the Minister of Infrastructure and Transportation. Another issue that was discussed was funding for this Committee and it could be through Regional Partnership funding grant. The Province isn't interested in selling the line and L. Snelgrove believes that it is in our best interest not to have ownership of the line but to enter into a partnership with the Province. This would support the future use of the line as a utility corridor. The reason this group met originally revolved around a regional water line.

K. Baker asked if we are going to work together, because if we aren't then he won't spend his time talking to the Minister.

P. Green commented that he isn't sure if the water study concept is going to be feasible. D. Whittaker feels we are premature at this point. If there isn't a water line then the issue disappears. The County's position hasn't changed on this issue as far as securing the line in conjunction with the City.

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Rolling Greens – R. Collins noted that he received a letter from B. Walker and then he reviewed the reply with the Technical Committee. We discussed that if there are any issues such as this in the IDP there should be a joint letter signed by the City and the County. G. Thomas advised that their Council had received the letter but Administration didn't receive a copy. D. Whittaker did receive calls regarding this issue.

INFORMATION

PROPOSED HILL
INDUSTRIAL AREA
STRUCTURE PLAN
(OUTLINE PLAN)

Administrative Report No. ILC-001-007 is attached.

ATTACHMENT

R. Collins commented that this covers a portion of Map A in the IDP document, basically the UE north area within the existing City Limits. This Outline Pan was sent to the County, G. Hofmann, the affected Landowners, and utility companies to comment. He received some comments and incorporated them into the eight maps. This was also discussed at the Technical Committee. R. Brekko noted that we have to build a road from 62 Avenue west to 75 Avenue within three years since we sold property to Mullen Trucking.

K. Rogers noted that this document doesn't meet Section 633 of the MGA. The Area Structure Plan doesn't identify the sequence of development. R. Collins advised that we will prepare another map showing phasing. K. Rogers noted that would be agreeable.

MOVED By H. Flieger that the ILC Steering Committee recommends to the Councils of the County of Vermilion River and City of Lloydminster to approve the Hill Industrial Area Structure Plan dated January 2, 2007, subject to phasing map be added. CARRIED.

COMMITTEE

NEXT MEETING
AGENDA ITEMS

Next Meeting dates:

INFORMATION

February 15, 2007, Technical Committee	City of Lloydminster
March 1, 2007, Steering Committee	County Vermilion River
March 21, 2007 Technical Committee	City of Lloydminster
April 5, 2007, Steering Committee	City of Lloydminster

ADJOURNMENT

MOVED by H. Flieger that the meeting adjourned at 12:30 p.m. CARRIED.