

COUNCIL MEETING

MINUTES

April 16, 2024
COUNCIL CHAMBERS
400 Main Street SE

PRESENT

Deputy Mayor A. Jones
Councillor D. Belyk
Councillor R. Chapman
Councillor C. Kolson
Councillor T. Petrow
Councillor H. Spearman

STAFF

H. Galanti, City Manager
M. Bigney, Manager Finance
E. Lund, Manager Utility Operations
T. Belsham, Team Leader Legislative Services/Assistant City Clerk
S. Laviolette, Team Leader Accounting Services
W. Czaban, Senior Planner
S. Hope, Senior Legislative Officer
S. Li, Planner I
A. Malyk, Downtown Revitalization Coordinator
K. Spence, Council Technician
K. Rushford, Recording Technician

ABSENT

Mayor P. Brown

1. CALL TO ORDER

Deputy Mayor Jones called the meeting to order at 1:03 p.m.

2. PUBLIC HEARINGS - 1:00 PM

1. Public Hearing on Bylaw No. B-17/2024 – Land Use Bylaw Amendment Downtown Plan and CRL Boundary (Willow Czaban, Senior Planner)

A Public Hearing is being held on Bylaw No. B-17/2024, being a bylaw to amend Land Use Bylaw No. B-01/2016, by creating the Downtown Plan and Community Revitalization Levy (CRL) Boundary area and associated Land Use Bylaw standards.

Deputy Mayor Jones declared the Public Hearing for Bylaw No. B-17/2024 open at 1:06 p.m.

W. Czaban, Senior Planner, and A. Malyk, Downtown Revitalization Coordinator, presented Bylaw No. B-17/2024.

W. Czaban advised that for items within the authority of the development officer, once the internal review is complete, the development officer can usually render a decision within 10 days. If there are elements that fall outside of a development permit application, the application will have to go to Community Infrastructure and Strategic Growth Standing Committee (CISG) and that process takes 19 days. A. Malyk clarified that the 10 day decision timeframe begins after the pre-application process is complete, including approval by all internal departments. W. Czaban advised that the 40-day timeframe mandated in the *Municipal Government Act* is being reduced to 10 days.

A comment was made that the map will take a lot of decisions away from CISG but there are some sensitive areas within the overlay. A. Malyk noted that there are 15 locations in the CRL Boundary area. The uses could be discretionary or permitted. Only those of a discretionary nature would have to go to CISG.

In response to a question, A. Malyk advised that feedback received from business owners and the development community was that this change is very welcome and will be a massive incentive to development in the Downtown. The sentiment has not changed.

Deputy Mayor Jones asked three times if there was anyone present who wished to speak in favour of Bylaw No. B-17/2024. There were no responses.

Deputy Mayor Jones asked three times if there was anyone present who wished to speak in opposition to Bylaw No. B-17/2024. There were no responses.

The Clerk confirmed that no written e-mail submissions had been received in favour of or in opposition to Bylaw No. B-17/2024.

Deputy Mayor Jones closed the Public Hearing for Bylaw No. B-17/2024 at 1:28 p.m.

W. Czaban concluded the Staff presentation by reviewing alternatives for Council's consideration and presenting the Staff recommendation.

2024-C-151

Moved By Councillor Chapman

That Council gives First Reading to Bylaw No. B-17/2024, being a Bylaw to amend Land Use Bylaw No. B-01/2016 to create the Downtown Plan and Community Revitalization Levy Boundary area and associated Land Use Bylaw standards.

Carried

2024-C-152

Moved By Councillor Belyk

That Council gives Second Reading to Bylaw No. B-17/2024.

Carried

2024-C-153

Moved By Councillor Petrow

That Council grants permission for Third Reading of Bylaw No. B-17/2024.

Carried Unanimously

2024-C-154

Moved By Councillor Kolson

That Council gives Third Reading to Bylaw No. B-17/2024.

Carried

3. PUBLIC INPUT SESSIONS

There are no items.

4. CLOSED MEETING

2024-C-155

Moved By Councillor Belyk

That Council enters the Closed Meeting at 1:33 p.m. to discuss the following items:

1. 2023 Audit Report - Sections 16 and 24 (Disclosure harmful to business interests of a third party and advice from officials) Freedom of Information and Protection of Privacy Act
2. Administration Fee Update - Section 24 (Advice from officials) Freedom of Information and Protection of Privacy Act
3. Land Update - Section 24 (Advice from officials) Freedom of Information and Protection of Privacy Act

With the following:

PRESENT

Deputy Mayor A. Jones
Councillor D. Belyk
Councillor R. Chapman
Councillor C. Kolson
Councillor T. Petrow
Councillor H. Spearman

The following staff members were present to provide advice to officials:

STAFF

H. Galanti, City Manager,
S. Utz, Director of Strategic Growth and Investment,
M. Labait, Manager of Treasury,
J. Ramjohn, Manager, Strategic Growth Services,
T. Belsham, Team Leader, Legislative Services/Assistant City Clerk,
S. Laviolette, Team Leader Accounting Services,
S. Hope, Senior Legislative Officer,
A. Wood, Senior Land Administrator,
K. Spence, Council Technician, and
K. Rushford, who recorded the meeting.

ABSENT

Mayor P. Brown

Carried

2024-C-156

Moved by Councillor Belyk

That Council leaves the Closed Session at 2:51 p.m.

Carried

RECESS

Deputy Mayor Jones called a recess at 2:51 p.m. The meeting reconvened at 3:00 p.m.

5. MOTIONS ARISING FROM CLOSED SESSION

2024-C-157

Moved By Councillor Chapman

From the March 18, 2024 Council Meeting in Closed Session:

That Council approves a capital budget adjustment for Project #1074 in the amount of \$1,718,000 to be fully funded by the Canada Community-Building Fund grant.

Carried

2024-C-158

Moved By Councillor Petrow

From the April 2, 2024 Council meeting in the Closed Session:

That Council approves a capital budget adjustment in the amount of \$73,320 to complete Project #001569 to be funded from the Twinning reserve.

Carried

6. PUBLIC AGENDA - Immediately Following Closed Meeting

7. CONFIRMATION OF MINUTES

1. Minutes of the Regular Meeting of April 2, 2024

2024-C-159

Moved By Councillor Belyk

That Council adopts the minutes of the Regular Meeting of April 2, 2024 as presented.

Carried

8. CONSENT AGENDA

1. Proclamation - Seniors' Week (Tammy Belsham, Team Leader Legislative Services/Assistant City Clerk)

2024-C-160

Moved By Councillor Belyk

That Council accepts the consent agenda report entitled "Proclamation - Seniors' Week" for information.

Carried

9. BYLAWS (not requiring public hearing)

1. Bylaw No. B-06/2024 - New User Fees and Charges Bylaw (Meghan Bigney, Manager of Finance)

2024-C-161

Moved By Councillor Petrow

That Council table Bylaw No. B-06/2024, the new User Fees and Charges Bylaw, and direct Administration to return to a future public Council meeting with a red-line comparison of the 2024 to 2025 user fees and charges, a market rate comparison justification and an analysis of the full cost of services.

Carried

2. Bylaw No. B-16/2024 - Waterworks Bylaw Amendment (Eugene Lund, Manager of Utility Operations)

2024-C-162

Moved By Councillor Chapman

That Council gives First Reading to Bylaw B-16/2024, being a bylaw to amend Waterworks Bylaw B-04/2019 as outlined in the Bylaw and the attached Schedule "A".

Carried

2024-C-163

Moved By Councillor Kolson

That Council gives Second Reading to Bylaw B-16/2024.

Carried

2024-C-164

Moved By Councillor Belyk

That Council grants permission for Third Reading of Bylaw B-16/2024.

Carried Unanimously

2024-C-165

Moved By Councillor Petrow

That Council gives Third Reading to Bylaw B-16/2024.

Carried

10. AGENDA REPORTS

1. 2023 Annual Financial Report: Audited Consolidated Financial Statements (Sarah Laviolette, Team Leader Accounting Services)

2024-C-166

Moved By Councillor Spearman

That Council approves:

1. the 2023 Consolidated Audited Financial Statements included in the Annual Report; and
2. the 2023 Financial Information Return, as presented.

Carried

2. Development Permit PL2302234 - 81 Midtown Boulevard (Shengxu Li, Planner I)

2024-C-167

Moved By Councillor Chapman

That Council approves Development Permit Application PL2302234 with the requested variance, subject to the recommended conditions of approval and advisory comments as outlined in Attachment C to Development Permit PL2302234, and as follows:

Recommended Conditions of Approval to Development Permit PL2302234

1. This development permit authorizes the development of Dwelling, Townhouse which is a Discretionary Use in the DC-52, Direct Control Bylaw 52 District, on the lands legally described as Lot 2, Block 1, Plan 1610657.
2. All development, including the location, orientation, capacity, intensity, and use of buildings and any landscaping and site improvements, must be completed in accordance with Approved Plans.
3. Any changes to the design, format, location, orientation, capacity, intensity or use of any part of the development requires approval by the Development Authority.
4. All development must be carried out in accordance with the Land Use Bylaw and the Engineering Standards.
5. The minimum development density is varied by 54.5% from 112 units/ha to 51 units/ha.
6. Prior to the issuance of a Development Permit, the Developer shall submit the architectural plans including but not limited to landscaping plans, fire access plans, lighting plan, and phasing plan that reflect the approved site. Such plans must be to the satisfaction of the City of Airdrie Planning Department.
7. Prior to the issuance of a Development Permit, the Developer shall submit the engineering plans including but not limited to DSSP plans and ESC plans that reflect the approved site. Such plans must be to the satisfaction of the City of Airdrie Engineering Services Department.
8. Prior to construction commencing, the Developer shall enter into and abide by a development agreement in accordance with section 650 of the Municipal Government Act, containing terms acceptable to the City, including, but not limited to water, sanitary sewer and storm sewer tie-in, catch basin (CB) relocation and CB lead re-alignment, roadway sub-drain reconnection and the taking of security to secure the terms of the agreement.

9. Prior to construction commencing, performance security, in a form deemed acceptable to the municipality shall be provided to the satisfaction of the Development Authority.
10. The Developer shall install, at the Developer's sole cost, all signs required by the Development Authority to address restricted parking and traffic flow during and after construction.
11. The Developer shall provide ninety-eight [98] on-site parking stalls as indicated on the Approved Plan. All parking stalls shall be hard surfaced with asphalt pavement, concrete or other similar paving material. These parking stalls shall be hard-surfaced, level, located close to an entrance, and shall be designated with the International Symbol of Access.
12. All signs identified in the Approved Plans may be constructed and installed without need of a new Development Permit. All other signage will require a separate Development Permit application and approval prior to placement.
13. The Developer shall place "Stop" and "No Parking" signs subject to the Approved Plans.
14. This development shall adhere to the new municipal address and/or addressing plan as provided by the Development Authority.
15. Site lighting shall adhere to the site lighting plan and light fixture standards as depicted in the Approved Plan, to the satisfaction of the Development Authority.
16. The area around the construction site shall be kept clear of equipment and debris, and construction materials, including garbage, shall be stored, to the satisfaction of the Development Authority and so as not to create a nuisance to neighbouring properties.
17. Prior to construction commencing, the Developer shall install secure construction fencing in accordance with approved plans and such fencing shall remain in place until the activity on-site is complete, as determined by the Development Authority.
18. The Developer shall abide by the approved landscaping plan.
19. The Developer shall ensure any vegetation or landscaping that is removed, damaged or disturbed during construction shall be replaced at the Applicant's sole cost.
20. Any temporary or auxiliary buildings/signs placed on site during construction shall be removed prior to Development Completion Certificate.
21. The ratio of garbage and recycling bins shall comply with that provided in the Approved Plans.
22. A Development Completion Certificate is required when the approved development has been completed.
23. The Applicant shall submit a complete set of as-built drawings, to the Development Authority at the time of application for Development Completion Certificate.

Advisory Comments to Development Permit PL2302234

- a) The Developer is responsible for complying with all relevant municipal, provincial and federal legislation and regulations.

- b) All other necessary permits and inspections are the responsibility of the applicant including, but not limited to, Building Permits and Fire Approval and shall be submitted to the City as required. Please contact the Building Department at 403-948-8832 and/or the Fire Department at 403-948-8880.
- c) The Developer shall contact utility providers (gas, electric, telecommunications) and arrange for utilities to be installed or relocated in accordance with the utility provider requirements, at the Developer's sole cost.
- d) Administration is directed to collect relevant off-site levies, as well as voluntary recreation contributions in the amount of \$61,200.00 (calculated on the basis of \$1200 per residential unit), in accordance with Bylaw No. B-11/2019.
- e) Based on City of Airdrie Council Resolution 2022-C-046, City of Airdrie collaborates with Building Industry and Land Development Association (BILD) – Calgary Region and the local school boards to secure land assembly funding for future high school sites. According to the Memorandum of Understanding (MOU) between BILD and City of Airdrie dated January 31, 2022, the charge for the high school land assembly is \$571.43 per residential lot or dwelling unit, subject to annual inflation adjustment. The charge is \$29,142.93 for 51 units.
- f) The Developer shall construct an all-weather road for fire-fighting access within the first 30 days of construction, or in conjunction with the primary access and maintain the road throughout the course of the development. The road shall meet the requirements set out at article 3.2.5.6 of the Alberta Building Code.
- g) The Developer shall ensure erosion and sediment control measures are in place according to the City of Calgary guidelines before any construction begins. The Developer is responsible for conducting weekly erosion and sediment control inspections in accordance with the City of Calgary guidelines and submit to Engineering Services at esc@airdrie.ca.
- h) Any excess fill must be deposited on a site approved by the City of Airdrie. Please contact the Engineering Services Department at engineering.services@airdrie.ca to discuss fill deposit locations.
- i) The Developer shall ensure the termination of all water and sanitary lines that are not being utilized at the main.
- j) The Developer, not the City of Airdrie, shall be responsible for the collection of garbage, waste, compost and recycling.
- k) The Developer shall apply to Engineering Services Department for excavations within public rights-of-way and roads. Contact: engineering.services@airdrie.ca.
- l) The following conditions form part of the accepted ESC:
 - The accepted Erosion and Sediment Control Plan must be amended when any changes are made. See section 3.1.2 of The City of Calgary Water Resources Erosion and Sediment Control Guidelines.

- Implementation of the Section 6.0 Winterization Plan Winter, found in the accepted ESC Plan, must be considered beginning September 15th and no later than November 14th of each year. Winter is defined as November 15th to April 15th.
- The ESC Plan, accepted by this letter, comes into force:
 - Immediately, if the site has not been stripped and graded or if stripping and grading is complete; or
 - Once stripping and grading, authorized under a separate ESC Plan, accepted by the City of Airdrie Engineering Services, is complete.
- In accordance with the requirements set out in Section 100.18 of the Standard Specifications – ESC, mandatory cover must be installed on a construction site when all or part of the site is left in a state where active construction is not occurring for 30 days. Should all or part of the site be inactive for 365 days or longer, the cover must be in the form of long-term cover (cover which requires limited or no application or ongoing maintenance such as established vegetation).
- It is the responsibility of the applicant to ensure that all other applicable federal, provincial and municipal legislation is adhered to.
- It is the responsibility of the applicant to ensure they obtain permission to cross or use any property outside the approved construction boundary.

Carried

RECESS

Deputy Mayor Jones called a recess at 4:58 p.m. The meeting reconvened at 5:07 p.m.

3. Standing Committee Citizen Member Appointments Framework (Tammy Belsham, Team Leader Legislative Services)

2024-C-168

Moved By Councillor Petrow

That Council:

1. accepts the “Standing Committee Citizen Member Appointment Framework” for information; and
2. approves the Participation Support for Standing Committee Citizen Members Policy, as presented.

Carried by vote of 6 in favour, 1 opposed
Opposed: Councillor Kolson

11. BUSINESS ARISING FROM COUNCIL COMMITTEES

1. Community Safety and Social Services (CSSS)
 1. Chair Updates (Verbal)

Councillor Chapman advised that the inaugural meeting of CSSS Committee was an introduction meeting where the Committee heard from Health, Safety & Security, Municipal Enforcement and RCMP Services, Social Planning and Airdrie Fire Department.

2. Community and Corporate Services (CCS)

1. Chair Update (Verbal)

The Committee has not met.

3. Community Infrastructure and Strategic Growth (CISG)

1. Chair Update (Verbal)

Deputy Mayor Jones advised that CISG Committee had a presentation on the 2024 Water Conservation, Efficiency and Productivity Plan and an update on the Waterworks Bylaw. Some questions were asked about the bylaw update which were well answered today.

12. NOTICES OF MOTION

1. Supportive Housing (All of Council)

2024-C-169

Moved By Councillor Kolson

That Council directs Administration to:

1. conduct a review of the regulations in Land Use Bylaw No. B-01/2016 regarding “Supportive Housing, Limited” against regulations in comparable communities and best regulatory practice in Alberta;
2. undertake a campaign to inform and engage the public on this development issue, seeking input for regulations;
3. involve the Land Use Bylaw Sustainment Committee consisting of business owners, citizens-at-large, and other development experts;
4. provide options for Council for development regulations regarding “Supportive Housing, Limited” based on that review, with specific recommendations for:
 - a. determining applicability for a Development Permit exemption;
 - b. establishing a maximum intensity of use for a site (clients and staff);
 - c. setting specific parking ratios associated with the intensity of use;
 - d. minimum separation distances between similar uses;
 - e. appropriate and consistent methods of notice and engagement prior to application; and,
 - f. other methods to ensure compatibility in the residential context;

5. take the specific recommendations to the Community Infrastructure and Strategic Growth (CISG) Committee for commentary and review; and
6. return to Council with the accumulated options and recommendations before December 1, 2024.

Carried

13. COUNCIL MEMBERS REPORTS

Councillor Spearman advised that she will be bringing forward a notice of motion regarding Council's commitment to the future of Airdrie Housing Limited.

2024-C-170

Moved By Councillor Belyk

That Council excuses Mayor Brown from the meeting.

Carried

14. UPDATE ON COUNCIL RESOLUTIONS

1. Council follow up to April 16, 2024

H. Galanti advised that the three existing items are progressing well for June, July and September. We will be adding the new item today, the notice of motion for supportive housing, in the timelines agreed upon, to the list.

15. ADJOURNMENT

Deputy Mayor Jones adjourned the meeting at 5:42 p.m.

Mayor

City Clerk