



ROCKY VIEW COUNTY

GOVERNANCE COMMITTEE MEETING MINUTES

Tuesday, January 16, 2024

9:00 AM

Council Chambers
262075 Rocky View Point
Rocky View County, AB T4A 0X2

Present: Deputy Reeve D. Kochan, Chair
Vice-Chair Boehlke (left the meeting at 2:18 p.m.)
Reeve C. Kissel
Councillor K. Hanson
Councillor S. Samra
Councillor A. Schule
Councillor S. Wright

Also Present: R. McDonald, Interim Chief Administrative Officer
B. Riemann, Executive Director, Operations
K. Robinson, Executive Director, Corporate Services
M. Boscariol, Executive Director, Community Services
A. Zaluski, Director, Legislative and Intergovernmental Services
L. MacRae, Director, Strategy and Performance
I. Agbonkhese, Manager, Financial Services
K. Hubbard, Manager, Fire Services and Emergency Management (Fire Chief)
J. Rebello, Supervisor – Planning and Development, Planning
S. Altena, Supervisor – Planning Policy, Planning
K. Tuff, Legislative Officer, Legislative and Intergovernmental Services
M. Mitton, Legislative Officer, Legislative and Intergovernmental Services

A Call Meeting to Order

The Chair called the meeting to order at 9:01 a.m.

B Updates/Approval of Agenda

MOVED by Vice-Chair Boehlke that the January 16, 2024 Governance Committee meeting agenda be approved as presented.

Carried

C-1 November 21, 2023 Governance Committee Meeting Minutes

MOVED by Councillor Wright that the November 21, 2023 Governance Committee meeting minutes be approved as presented.

Carried



D-1 Rocky View County Q3 Accountability Report

MOVED by Vice-Chair Boehlke that the Governance Committee receive the Rocky View County Q3 2023 Accountability Report as information.

Carried

The Chair called for a recess at 9:31 a.m. and called the meeting back to order at 9:42 a.m. with all previously mentioned members present.

D-2 Springbank Area Structure Plan

Vice-Chair Boehlke left the meeting at 10:32 a.m. and returned to the meeting at 10:34 a.m.

MOVED by Chair Kochan that Administration be directed to provide a report to Council in Q2 of 2024 on the feasibility of combining the Central Springbank, North Springbank and Moddle Area Structure Plans (ASP) into one ASP with the intent to maintain the existing land use strategies while implementing minor amendments that:

- a) Ensure alignment with higher order policy and guiding documents adopted since the approval of the ASPs;
- b) Update technical policies to reflect current studies; and
- c) Address policy gaps in the existing ASPs identified by Council, Administration, and the public.

Carried

The Chair called for a recess at 10:57 a.m. and called the meeting back to order at 11:07 a.m. with all previously mentioned members present, with the exception of Councillor Samra who returned to the meeting at 11:08 a.m.

D-3 Land Use Bylaw Priority Amendments

MOVED by Councillor Hanson that the Governance Committee direct Administration to prepare amendments to Land Use Bylaw C-8000-2020 for the consideration of Council at a public hearing no later than the end of Q1, 2024, based on the following principles:

- a. Remove the ability to apply for new Care Facility (Group) uses on agricultural or residential parcels until additional requirements are approved by Council to regulate the location and impacts of such uses.
- b. Require that the following applications be determined by Council, as Development Authority, for Care Facility (Group) uses:
 - i. Development Permit applications for new uses submitted to the County prior to the effective date of any amendments removing the ability to apply for the use.
 - ii. Development Permits for renewal of existing temporary uses.

Carried



MOVED by Councillor Wright that the Governance Committee direct Administration to prepare amendments to Land Use Bylaw C-8000-2020 for the consideration of Council at a public hearing no later than the end of Q2, 2024, based on the following principles:

- a. Create additional requirements for the Kennel use to regulate the location and impacts of the use;
- b. Create a new 'Shipping Container' use with associated regulations in relation to the subject district and intended use of the Shipping Container;
- c. Allow the Development Authority the ability to provide a minor variance to setback requirements for Real Property Report compliance reviews, subject to criteria;
- d. Allow automotive-related businesses to be considered as part of Home-Based Business (Type I) and (Type II) uses, subject to criteria;
- e. Create increased rules and regulations for the Bed and Breakfast use to ensure that the site and principal dwelling hosting the use is used as a permanent residence; and
- f. Create a new sign type – 'Community Entrance Sign' – and exempt Community Entrance Signs from requiring a development permit subject to criteria.

Carried

MOVED by Councillor Hanson that Administration be directed to present to Governance Committee a comprehensive review of the Vacation Rental and Bed and Breakfast uses in the County no later than the end of Q2, 2024.

Carried

The Chair called for a recess at 12:07 p.m. and called the meeting back to order at 1:02 p.m. with all previously mentioned members present.

D-4 Fire Services Master Plan

Councillor Hanson left the meeting at 2:14 p.m. and returned to the meeting at 2:16 p.m.

Vice-Chair Boehlke left the meeting at 2:18 p.m. and did not return.

The Chair called for a recess at 2:38 p.m. and called the meeting back to order at 2:47 p.m. with all previously mentioned members present, with the exception of Vice-Chair Boehlke.

MOVED by Councillor Wright that the Governance Committee direct Administration to review Council Policy C-704 Fire Protection Service Levels and bring potential amendments to Council for their consideration by the end of Q2 2024.

Carried

Absent: Vice-Chair Boehlke

MOVED by Councillor Wright that the Governance Committee direct Administration to engage an external consultant to review and revise the 2022 draft Fire Services Master Plan, including long-term strategies based on community risk and projected growth, to forecast immediate and future emergency service needs of the community in a 2024 Fire Service Master Plan, for presentation to Council in Q4 of 2024.

Carried

Absent: Vice-Chair Boehlke



D-5 Preliminary Governance Committee Review

MOVED by Councillor Wright that the Governance Committee receive the Preliminary Governance Committee Review report for information.

Carried
Absent: Vice-Chair Boehlke

E Councillor Updates

There were no Councillor updates provided.

F-1 Resolution Tracker

The Resolution Tracker for January 16, 2024 was provided as information.

I Adjourn the Meeting

MOVED by Councillor Samra that the January 16, 2024 Governance Committee meeting be adjourned at 3:02 p.m.

Carried
Absent: Vice-Chair Boehlke

Chair or Vice-Chair

Chief Administrative Officer or designate