1. **CALL TO ORDER**

2. **APPROVAL OF AGENDA**

3. **ADOPTION OF PREVIOUS NOTES**
   3.1 Approval of Notes of the Committee-of-the-Whole Meeting held Monday, July 6, 2020

4. **DELEGATIONS & PRESENTATIONS**
   4.1 Doris Smith Park Basketball Courts
       (D. Sveinsen - 15 minutes)

5. **BUSINESS ARISING FROM PRESENTATIONS**

6. **REPORTS FROM COMMITTEE & ADMINISTRATION**
   6.1 Leduc Heritage Services
       (D. Brock / T. Turner / C. Kurtz - 20 minutes)
       (Presentation Attached)

   6.2 Tax Share Agreement Discussion
       (I. Sasyniuk - 15 minutes)

   6.3 Council Procedures Bylaw Amendment Options
       (S. Davis - 15 minutes)

7. **INFORMATION ITEMS**
   7.1 Future Agenda Items
       (M. Pieters - 15 minutes)
8. CLOSED SESSION

8.1 COVID-19 Update - Maclab Centre for the Performing Arts

FOIP s. 24 and 25

(D. Brock - 20 minutes)

9. RISE AND REPORT FROM CLOSED SESSION

10. ADJOURNMENT
NOTES OF THE CITY OF LEDUC
COMMITTEE-OF-THE-WHOLE MEETING

Monday, July 6, 2020

Present: Mayor B. Young, Councillor B. Beckett, Councillor G. Finstad,
Councillor B. Hamilton, Councillor L. Hansen, Councillor T. Lazowski,
Councillor L. Tillack

Also Present: M. Pieters, A/City Manager, S. Davis, City Clerk

1. CALL TO ORDER
   Mayor B. Young called the meeting to order at 5:04 pm.

2. APPROVAL OF AGENDA
   MOVED by Councillor L. Hansen
   That the Committee-of-the-Whole approve the agenda as presented.
   Motion Carried Unanimously

3. ADOPTION OF PREVIOUS NOTES
   3.1 Approval of Notes of the Committee-of-the-Whole Meeting held Monday,
   June 22, 2020
   MOVED by Councillor B. Beckett
   That the notes of the Committee-of-the-Whole meeting held on Monday, June 22,
   2020, be approved as presented.
   Motion Carried Unanimously

4. DELEGATIONS & PRESENTATIONS
   4.1 Leduc Downtown Business Association
   J. Reber, President, and A. Berndt, Coordinator, Leduc Downtown Business
   Association ("LDBA"), made a PowerPoint presentation (Attached to Agenda)
   and answered the Committee's questions.
Committee members expressed their appreciation for the work being done by the LDBA.

5. **BUSINESS ARISING FROM PRESENTATIONS**

6. **REPORTS FROM COMMITTEE & ADMINISTRATION**

6.1 **Recreation Fees and Charges Strategy Update**

J. Kamlah, Director, Recreation Services, made a PowerPoint presentation (Attached to Agenda) and answered the Committee's questions.

**MOVED by** Councillor L. Hansen

That Administration return with a report advising what a zero percent fee increase would have on the 2021 budget.

*Motion Carried Unanimously*

6.2 **Discussion on Proposed Amendments to the Council Procedures Bylaw**

S. Davis, City Clerk, and G. Klenke, City Solicitor, made a verbal presentation.

Administration will return with suggestions for amendments to the Council Procedures Bylaw relative to the powers allotted to the Committee-of-the-Whole.

7. **INFORMATION ITEMS**

There were no information items.

8. **CLOSED SESSION**

**MOVED by** Councillor L. Tillack

That Committee-of-the-Whole move into Closed Session at 6:10 pm.

*Motion Carried Unanimously*

8.1 **Airport Vicinity Protection Area (“AVPA”) Update for July 6, 2020**

FOIP s. 21, 24 and 25

8.2 **Staffing**

FOIP s. 24

**MOVED by** Councillor G. Finstad

That Committee-of-the-Whole move into Closed Session at 6:37 pm.

*Motion Carried Unanimously*
9.  RISE AND REPORT FROM CLOSED SESSION

9.1  Airport Vicinity Protection Area ("AVPA") Update for July 6, 2020

FOIP s. 21, 24 and 25

Also in attendance:

Executive Team

S. Losier, A/Director, Planning and Economic Development

J. Cannon, Director, Finance

B. Kelly, Regional and Intergovernmental Advisor

S. Davis, City Clerk

M. Hormazabal, Deputy City Clerk

S. Losier made a verbal presentation and answered the Committee's questions.

9.2  Staffing

FOIP s. 24

Also in attendance:

Executive Team

S. Davis, City Clerk

M. Hormazabal, Deputy City Clerk

M. Pieters, A/City Manager, made a verbal presentation.

M. Pieters and I. Sasyniuk, General Manager, Corporate Services, answered the Committee's questions.

10.  ADJOURNMENT

The meeting adjourned at 6:38 pm.

____________________________________

B. YOUNG, Mayor

____________________________________

S. DAVIS, City Clerk
EXECUTIVE SUMMARY

The City of Leduc ("City") has always been a heritage conscious community. From the publication of the town’s first local history book in 1956, to the formation of the Leduc and District Historical Society in 1974, to the declaration of the Leduc Heritage Grain Elevator as a heritage site in 2002, Leduc’s citizens have always been aware of the precious heritage that their community holds. The health and sustainability of these grassroots efforts has begun to wane as many of the engaged and passionate citizens who have rallied to preserve the stories of Leduc’s community advance in age.

The collaborative partnership that was undertaken by the Leduc Public Library and City to create a historical researcher summer position marked an important milestone in these efforts. In 2014, the project was approved through a Business Case and worked for three summer terms to collate a collection of historically significant records and assist members of the public with heritage related queries. Between 2015 and 2019, the records, stories and requests for information this position uncovered and fielded demonstrated that a serious gap exists in the services the City provides when it comes to heritage practices and support.

In 2019, a full-time term position was created and an extensive list of what has been accomplished during this term is attached (Attachment 1: Outline of Accomplishments). Also included with the attachment are examples of potential outlines in the draft stage for educational programs for each site – the Grain Elevator and Dr. Woods Museum - that are tied to specific curricular outcomes mandated by Alberta Education. They would begin as strategic field-trip offerings rather than partnerships, but could develop into partnerships if the will was there from schools. In this form it would be an educational product that teachers could choose. The HOME Heritage Program Series shows how programming can link together both organizations and tie in with other City priorities. It is community, rather than curriculum-based, programming to support social cohesion and mental well-being.

BACKGROUND

A strategic service to the City and residents has been provided that forms a foundation for the City's mission of People. Building. Community. People are connected to the stories of the City through its leadership, support, and coordinated direction. This is done by helping Leduc residents research, preserve, interpret, and advocate for their city’s heritage resources.

A community’s heritage is something that is continually at risk of being lost if consistent efforts are not maintained to preserve it. A community that does not care for its foundation is one that risks its ability to support People. Building. Community. Even with all the progress that has been made, there is still much that needs to be done to ensure that the City’s heritage and historical resources are preserved and made accessible to residents, to maintain current partnerships and develop future regional collaborations.

Over the past year and a half, significant efforts have been applied to building positive working relationships with both the Alberta Legacy Development Society (ALDS) and Leduc and District Historical Society (LDHS). This has provided the opportunity to support them individually and together so they have a more solid foundation to look at a future partnership.
together. This partnership has been expressed through a draft Memorandum of Understanding (MOU) which was presented to Council on July 6, 2020. The objective of the MOU is to formally commit to a partnership with the City to lay the groundwork for a Heritage Authority, forming a permanent partnership between both groups, and to provide supports necessary for greater regional collaboration in the future.

There have been many collaborations throughout the last year and a half, as seen in the attachment. This position has worked with community organizations and internal departments which demonstrates how far reaching heritage can be throughout the city. These collaborations have also gone beyond the borders of the Leduc region.

Through this work, there has been contact with other regional heritage organizations and municipalities. In doing so, it was observed there was a lack of coordination and cooperation within the heritage sector in the Edmonton Metropolitan Region (EMR). In collaboration with the Edmonton Heritage Council, an EMR Heritage League has begun to facilitate information sharing and networking between regional municipalities and local heritage organizations. These currently include:

- Edmonton Heritage Council
- City of Leduc
- City of St. Albert
- The Arts and Heritage Foundation of St. Albert
- City of Fort Saskatchewan
- Strathcona County
- The City of Camrose

This initiative will be a network for greater heritage partnerships within the EMR that will offer collaboration and opportunities to increase the impact of future heritage developments and planning in Leduc.

Many policies are being drafted and a Heritage Playbook created, an innovative approach that will guide an evidence-based initiative to create a community heritage plan as part of the Five-Year Cultural Development Strategy.

All the work that has been done to date, and needs to continue, requires research efforts to ensure factual information and resources are gathered and properly preserved as Leduc’s history for residents of all generations to access.

NEXT STEPS

There are many next steps which are outlined in a draft strategy (Attachment 2: Next Steps). These steps are dependant on Council’s direction for focus and implementation as part of the overall Five-Year Cultural Development Strategy which will be shared at a later date.

ATTACHMENTS

Attachment 1: Outline of Accomplishments
Attachment 2: Next Steps
Leduc Heritage Services PowerPoint
1. Community Development with the Grain Elevator & Dr Woods House
   - In response to direction from Council, worked with ALDS to draft a 10-year maintenance plan and identify areas to improve administrative processes that will better position them to plan and budget. The 10-year maintenance plan will be presented to Council at a future date.
     i. Arranged and held a preliminary meeting with society board members and staff from LDHS and ALDS. This was completed to identify common supports, strengths, challenges and needs.
     ii. Met weekly or bi-weekly with staff and/or board members to support them individually and together to start creating a more solid foundation to look at a future partnership together.
     iii. Developed comparable job descriptions and compensation based on provincial and national benchmarking;
   - Reviewed and compared City support through granting and direct service provision over 5-year period;
   - Developed financial tracking and budgeting mechanism that allows for clearer comparisons and projections;
   - Started cooperative review of governance structures and bylaws;
   - Began building individual and joint interpretative, educational, and outreach programs.
   - The resulting partnership has been expressed through a Memorandum of Understanding (MOU) which they have drafted and presented to Council on July 6, 2020. The objective of the MOU is to formally commit to a partnership with the City to lay the groundwork for a Heritage Authority, forming a permanent partnership between both groups, and to provide supports necessary for greater regional collaboration in the future.

2. City of Leduc Archival Work (Acquisitions, Appraisal, Framework Development (1.5.2.1)
   - Developed an archival retention framework.
   - Preliminary appraisal of Maclab Records and the creation of a detailed file inventory.
   - Appraisal of photo negatives from the Bamber Collection held by the Leduc Genealogical Society.
   - Preliminary appraisal of historic transit records for Corporate Records and Transit Services.

3. Historic Research Support - responded to public and department queries regarding local history
   - Creation of a history of drama, the Performance Arts Center (PAC), now referred to as Maclab Centre for the Performing Arts.
   - Uncovering new information on Leduc’s name, in collaboration with local historian Tom Dirsa.
   - Research regarding Telford Lake land ownership for Community Development.
   - Provision of historic sponsor information for Recreation Services.
   - Research regarding ESS framework for the Leduc Emergency Framework for FCSS.
   - Creating a timeline of heritage preservation in Leduc.
• With CMS, discovery of Leduc’s response and experience of the Spanish Flu Pandemic.

4. Program & Campaign Development
   • Culture Days promotion and resident story collection through “____ is Culture. This is our Leduc”
   • Explored other opportunities to share heritage with citizens; however, this would require further work to assess ability to implement and budget implications for resources.

5. Benchmarking
   • Researched other municipalities to determine what Leduc should be considering in order to collect and preserve heritage items today and into the future. The areas which were specifically examined included, but were not limited to:
     i. historical operations of local heritage organizations
     ii. municipal resource allocation to local heritage organizations
     iii. governance models employed
   • Creation of Regional Heritage Benchmarking Index.

6. Policy & Planning
   • Drafted the “Cultural Collections Policy Suite” to guide the City in the procurement/acquisition, collection, and conservation of:
     i. Civic art
     ii. Built heritage
     iii. Historic artifacts
     iv. Archival material
   • Many policies are or are being drafted and a “Heritage Playbook” created, an innovative approach that will guide creating a community heritage plan as part of the Five-Year Cultural Development Strategy. The “Heritage Playbook” will provide an outline for consistency within the Heritage portfolio, both internally for the City’s approach with heritage organizations and externally for heritage organizations’ structure.

7. Regional Partnership Building
   • Identifying a lack of coordination and cooperation within the heritage sector in the Edmonton Metropolitan Region (EMR), Mr. Kurtz collaborated with the Edmonton Heritage Council, to found an EMR Heritage League to facilitate information sharing and networking between regional municipalities and local heritage organizations. These currently include:
     i. Edmonton Heritage Council
     ii. City of Leduc
     iii. City of St. Albert
     iv. The Arts and Heritage Foundation of St. Albert
     v. City of Fort Saskatchewan
     vi. Strathcona County
     vii. The City of Camrose
   This initiative will be a network for greater heritage partnerships within the EMR that will offer collaboration and opportunities to increase the impact of future heritage
developments and planning. It will also serve as a valuable resource for seeking information and best practices from other municipalities while Leduc is evolving the heritage portfolio.
Herbal Huntin’

Overview

The program could focus on the uses and diversity of plants in healing and promoting wellness. Specific emphasis could be divided between herbs which were brought over by settlers (imported) and those that are indigenous to the region. In this respect, an Indigenous section could be co-created with Indigenous Elders that could include such topics as:

- The traditional gathering of herbs and plants;
- Uses of herbs and plants; and
- Other related ways of knowing.

Diversity could also be emphasized in both sections, relating to the different parts of plants that may be used and why diversity is critical for herbs - may link to health and wellness in individuals.

GRADE 7 – PROGRAM

- Sci. B – Plants for Food and Fibre
  - Humans have always depended on plants as a source of food and fibre, and to meet a variety of other needs. To better meet this needs, technologies have been developed for selecting and breeding productive plant varieties and for maximizing their growth by modifying growing environments. Long-term sustainability requires an awareness of the practices humans use and an examination of the impacts of these practices on the larger environment.
  - 7.1 – Investigate plan uses; and identify links among needs, technologies, products and impacts.
  - 7.2 – Investigate life processes and structures of plants, and interpret related characteristics and needs of plants in a local environment.
  - 7.3 – Analyze plant environments, and identify impacts of specific factors and controls.
  - 7.4 – Identify and interpret relationships among human needs, technologies, environments, and the culture and use of living things as sources of food and fibre.

GRADE 9 - PROGRAM

- Sci. A – Biological Diversity
  - Biological diversity is reflected in the range of species found in local and global environments and by subtle variations in characteristics found within individual species. In this unit, students learn that diversity is maintained through natural processes of sexual and asexual reproduction, though the survival of individual species – and variations within those species – may be influenced by ecological and human-caused factors. Students examine trends toward loss of diversity and examine related issues concerning environmental quality and the impact of technologies.
Attachment 1: Outline of Accomplishments

- 9.A-1 – Investigate and interrupt diversity among species and within species, and describe how diversity contributes to species survival.
- 9.A-2 – Investigate the nature of reproductive processes and their role in transmitting species characteristics.
- 9.A-3 – Describe, in general terms, the role of genetic materials in the community and variations of species characteristics; and investigate and interpret related technologies.
- 9.A-4 – Identify impacts of human action on species survival and variation within species, and analyze related issues for personal and public decision making.

- Wellness
  - Analyze how positive health habits can be supported by a variety of approaches to health practices and treatments; e.g., acupuncture.
Seedin’ Time

Overview

This program could focus on the growth and use of plants, looking at heritage agriculture in terms of grain and plant selection by farmers. Topics for discussion could include - growth cycles, genetic structures, suitable types of environment for growing conditions, etc.

GRADE 4 - PROGRAM

- Sci. E – Plant Growth and Changes
  - 4-10 – Demonstrate knowledge and skills for the study, interpretation, propagation and enhancement of plant growth.

GRADE 7 - PROGRAM

- Sci. B – Plants for Food and Fibre
  - Humans have always depended on plants as a source of food and fibre, and to meet a variety of other needs. To better meet these needs, technologies have been developed for selecting and breeding productive plant varieties and for maximizing their growth by modifying growing environments. Long-term sustainability requires an awareness of the practices humans use and an examination of the impacts of these practices on the larger environment.
  - 7.1 – Investigate plan uses; and identify links among needs, technologies, products and impacts.
  - 7.2 – Investigate life processes and structures of plants, and interpret related characteristics and needs of plants in a local environment.
  - 7.3 – Analyze plant environments, and identify impacts of specific factors and controls.
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  - 9.A-1 – Investigate and interpret diversity among species and within species, and describe how diversity contributes to species survival.
  - 9.A-2 – Investigate the nature of reproductive processes and their role in transmitting species characteristics.
9.A-3 – Describe, in general terms, the role of genetic materials in the continuity and variations of species characteristics; and investigate and interpret related technologies.

9.A-4 – Identify impacts of human action on species survival and variation within species, and analyze related issues for personal and public decision making.
The HOME Heritage Program Series

Introduction

The HOME Heritage Program Series is proposed to be a new, immersive and holistic program, to engage residents and newcomers to Leduc. Developed in partnership with the Dr. Woods House Museum and the Leduc Heritage Grain Elevator, the series is centered on the simple idea that a community’s heritage is large part of what makes it home. Through nine distinct, but related programs, this series is meant to support community health, build individual wellbeing and foster resilience. More than anything else, it should show what home is meant to be for all – a safe space where one can be comforted, grow and thrive.

CRAFT/PROJECT BASED PROGRAMS

HOMEbuilt

- An individual-based, but group run project centered around building a project:
  - It should be a project that needs multiple parts to be created, but once put together the parts will create a useful object.
    - Woodworking? Public Art Project?
  - It should be a craft where each person works on multiple copies of a single part. Each part could be exchanged with others in the group to make each individual’s larger project.

HOMEspun

- A group-based program centred on creating a quilt – meant to be an old fashioned ‘quilting bee’ activity
- A goal of this program could be:
  - A project based on ‘reconciliation’
  - A way to connect people in the community and learn a new skill in the process.

HOMEgrown

- A group-based program, based on the building and tending of a community garden.
- Its object could be creating a potluck group meal with the produce that is grown.
- There could also be a social outcome where members of the group provide the produce to and, in partnership with a local food kitchen/the HUB, provide a meal to the organization’s clients.
  - Produce could perhaps be grown in part on City heritage sites.

DISCUSSION BASED PROGRAMS

HOMEroom

- A group-based program, planned as a classroom setting.
- The focus of this program could be to form a primary group where individual participants may rely upon the group for support.
  - This might be able to act as a type of ‘social’ networking group, with a facilitator that could act in the role of organizing small projects that the group could work on together?
HOMEsick

- A group-based program, meant to address mental wellbeing concerns of community residents and newcomers.
- A focus of the program could be on issues surrounding the building of a healthy home and family.
  - It might also address critical social issues (i.e. loneliness).

HOMEpage

- A group-based, ongoing living library program, could act as part of senior’s outreach – a goal could be to create intergenerational mentorship opportunities. A focus of the program could be to tell stories – include recording as an option?
- Perhaps could tie in curricular components? Partnership opportunity with the library?

RESILIENCE BUILDING PROGRAM(S)

These three linked programs are proposed to help an individual begin thinking, planning for and engaging in building individual and collective resilience. This set of heritage-focused, group-based programs are ultimately meant to help an individual (with the help of the group) dig in and build a foundation that the groups resilience can rely upon.

HOMEward

- 1st phase – meant to focus on orienting individuals to the center(s) of their community – the beginning of resilience building

HOMEcoming

- 2nd phase – focus should be on an individual identifying the parts of their community that can help them build resilience.
  - Should also look at continuity and change
    - What traditions to keep and which changes to embrace?
  - Should focus on adjustment – creating a plan for ‘resilience’ building.

HOMEstead

- 3rd phase – focus is on making those first, concrete changes.
- A ‘proving up’ mentality should be encouraged – showing practical results based on planning. The group as a whole should be involved to assist each member in this last stage.
- ‘Barn Raising’ outlook – real resilience building accomplished by each person and the group.
Leduc Heritage Services Update

MISSION: If we do not conserve and cultivate Leduc’s Heritage, our community will not have a healthy and strong foundation to build on.

Goal #1 – Cultivate Leduc’s heritage to plan for the future by improving the accessibility of local history, optimizing the use of civic infrastructure and increasing the value of municipal services.

Background

Heritage work relating to this goal includes the historic research carried out over three summer terms at the Leduc Public Library. This resulted in the creation of the Historic Leduc Collection – which includes a series of oral histories and records of historic significance.

Strategy 1.1 - Research Support

Action 1.1.1

Provide research support as requested by residents, local stakeholders and civic departments and approved by Arts, Culture and Heritage, Manager

Recommendation - Conduct research projects as requested or required.

Action 1.1.2

Mandate program to begin collecting the life stories of Leduc’s seniors, the City’s living heritage

Recommendation - In partnership with the Leduc Public Library and Black Gold School Division (BGSD), develop a plan to utilise current life stories already captured.

Recommendation – develop a volunteer program to record and transcribe oral histories not yet captured.

Strategy 1.2 – Creation of an Archival and Artifact Collection

Action 1.2.1

Locate a civic space to enable the safe accessibility, organization and preservation of Corporate records and objects of historic significance

Recommendation - Designate one above ground room with no windows to be used as an archival storage room, work room and reading room.

Recommendation - Designate one area that may be used to organize and manage civic objects of historic significance.

Action 1.2.2

Integrated Collections Management System

Recommendation – With Procurement, draft an RFP for an integrated Collections Management System to be used by the City, ALDS and LDHS to organize and manage their collections.
Strategy 1.3 – Cultural Collections Policy Suite

Action 1.3.1

Mandate the review of the Cultural Collections Policy Suite for implementation by the City

Recommendation - Implement the Cultural Collections Policy Suite to provide guidance on creation of an Archival and Artifact Collection.

Recommendation - Create an Acquisition Strategy to be used by the City as a guide to appraise objects of historic or cultural significance that are offered for donation.

Goal #2 – Enhance the development of local and regional heritage through providing knowledgeable advice to heritage stakeholders, supporting the community-building capacity of heritage stakeholders, and promoting Leduc’s role in regional heritage development.

Background

The Heritage Coordinator has worked to fulfill this goal by liaising with local heritage groups ALDS and LDHS. This has included beginning discussions concerning policy and programming development and promoting partnership efforts between the groups.

Strategy 2.1 – Heritage Organization Sustainability

Action 2.1.1

Review and strengthen the by-laws, policies and procedures of Heritage Stakeholders

Recommendation - Ensure a mandatory review of ALDS and LDHS by-laws, policies and procedures.

Action 2.1.2

Increase Educational and Public Program Development

Recommendation - Deliver public programming in partnership with FCSS, the Leduc Public Library and BGSD.

Recommendation – Encourage heritage organizations develop new educational programming to provide value-added service.

Strategy 2.2 – Leduc Heritage Authority

Action 2.2.1

Heritage Taskforce

Recommendation – Create a temporary taskforce to act on issues of heritage. Membership potentially could include but not limited to: 2 PRC Board Members, 1 ALDS Board Member, 1 LDHS Board Member, 1 ex-officio member of City Administration, 1 Library Board Member, 1 member of the Library Staff, 1 member of the DBA, and 1 member of Chamber of Commerce Administration.
**Action 2.2.2**

Culture Days Hub

Recommendation – In partnership with ALDS, LDHS and the Library, create a coordinated Culture Days Hub, an initiative recognised by Heritage Canada and described as place where people can meet and join forces in order to ensure the cultural heritage of their town/city. This would be used as a pilot project that be linked to Culture Days held annually.

**Action 2.2.3**

Leduc Heritage Authority Executive Director (ED)

Recommendation - With ALDS and LDHS as partners, search for grants to fund hiring an ED to direct the parallel operations of both organizations.

**Strategy 2.3 – Regional Heritage League**

**Action 2.2.3**

Continue developing the Edmonton Metropolitan Region (EMR) Heritage League

Recommendation – Recommend the continuation of Leduc leading a regional heritage network. This may demonstrate Leduc’s commitment not only to its own heritage, but to the EMR.

**Goal #3** – Deliver high quality heritage services that will enhance citizen engagement, balance development with conservation and ensure the City of Leduc has a clear plan and strategy to guide future growth.

**Background**

The Heritage Coordinator has laid the groundwork for this goal through the creation of the ‘Civic Heritage Playbook’. It provides a blueprint that will:

- gather information on how Leduc residents want their heritage to be interpreted.
- show what heritage they value and want to be preserved.
- let the City respond to the needs of residents using the community’s heritage resources.

**Strategy 3.1 – Civic Heritage Playbook**

**Action 3.1.1**

Mandate a project to discover what residents value about Leduc’s heritage

Recommendation – Plan and implement strategies to gain citizen buy-in for local heritage.

Recommendation - Request the participation of ALDS and LDHS in a citizen focused heritage buy-in project.

Recommendation – Integrate the ‘This is Our Leduc’ program into the project.
Action 3.1.2

Assist and guide LDHS and ALDS to create and implement two operational plans

Recommendation - Provide assistance to both groups to create and implement two site specific operational plans.

Strategy 3.2 – Value-Added Heritage Tourism

Action 3.2.1

Coordinate with the Chamber of Commerce and Heritage Organizations

Recommendation – Coordinate the development of a unique, one-of-a-kind package for heritage in the region that provides a tie in to all City heritage sites.
Recommendation – Integrate the ‘This is Our Leduc’ program to showcase our rural-urban region.

Strategy 3.3 – Young Heritage Leduc

Action 3.3.1

Young Heritage Leduc

Recommendation – Develop a group to engage youth, as the inheritors of Leduc’s heritage, to be actively involved in its preservation, interpretation and programming.
Recommendation – Facilitate intergenerational learning opportunities between youth and seniors.
Leduc Historic Services

Committee of the Whole August 17, 2020
Presented by Donna Brock, Director Community & Social Development
Leduc Heritage Services

- 2014 – Heritage Leduc project began
  - Partnership between the Leduc Public Library and City of Leduc Community Development and Culture
  - Collected and collated historically significant records
  - Assisted members of the public
  - Liaised with community heritage organizations

- 2018 Arts, Culture and Heritage business unit formed
- Position continued under the City of Leduc
Accomplishments

- Built a positive working relationship with both the Alberta Legacy Development Society (ALDS) and Leduc and District Historical Society (LDHS).
  - Supported organizations through drafting Memorandum of Understanding (MOU)
  - Formally commit to a partnership with the City to lay the groundwork for a Heritage Authority
  - Desire to continue working together as well as separately be supported and guided by the City to become more sustainable

“Clearly the rate of growth, and the undoubted importance that the town will assume due to its increasing size and location, suggests the need to preserve the past for the sake of the future.”

- Rev. C.B. Dawkins, first president of the LDHS
Accomplishments

- Attachment 1
  - Many accomplishments
  - Collaborated with organizations and internal departments
  - Linked work to initiatives of those already in place
    - IE: Good Neighbours

- Education focus
- Forward thinking
Beyond Leduc Region

- Founded an Edmonton Metropolitan Region (EMR) Heritage League to facilitate information sharing and networking between regional municipalities and local heritage organizations. This includes:
  - Edmonton Heritage Council
  - City of Leduc
  - City of St. Albert
  - The Arts and Heritage Foundation of St. Albert
  - City of Fort Saskatchewan
  - Strathcona County
  - The City of Camrose

- Partnerships will offer collaboration and opportunities to increase the impact of future heritage developments and planning in Leduc
Next Steps

- Attachment 2 – draft strategy
  - Focus on community development role to support success of existing heritage organizations
  - Strategy is flexible for implementation
    - Considering resources available and budget

- Clearly identifies significant amount of work to be done
  - If that’s the desire

“We have no future without our past”  
- Theme of the Leduc Summer Museum, predecessor to the Dr. Woods House Museum
"We feel very strongly about starting to preserve some of our heritage...If we don’t start soon it’s going to be gone."

- Bruce Marsh, Teacher, Bandleader, Leduc Town Councillor and member of the LDHS
EXECUTIVE SUMMARY

There have been some suggestions made that the powers provided to the Committee-of-the-Whole (“Committee”) under the current Council Procedures Bylaw (“Bylaw”) are too restrictive. This report provides options for the Committee to consider and is intended to have the Committee provide direction to Administration on amendments being sought to the Bylaw.

BACKGROUND

Currently, section 10 of the Bylaw reads as follows:

**Council Committee of the Whole**

a) A committee is hereby established called “Council Committee of the Whole” with membership comprised of all members of Council.

b) The purpose of Council Committee of the Whole is to review matters or receive information referred by City Administration or by members of Council.

c) Council Committee-of-the-Whole may not make motions or take votes and shall refer items to a Council meeting if decisions are required, with the exception of:

   i) Making a motion, and taking a vote:

      a) to accept the meeting agenda

      b) to accept meeting notes of previous Committee-of-the-Whole meetings

      c) to comply with Section 6.1 – In-Camera Items

      d) to direct City Administration to investigate matters and present recommendations to either the Committee-of-the-Whole or directly to Council.

A report was presented at the July 6, 2020, Committee meeting which was intended to promote a discussion so that Administration could gain a better understanding the amendments being requested. At that meeting Administration was directed to return with amendment options.

As mentioned at the July 6, 2020, Committee meeting, Section 203 of the Municipal Government Act (“Act”) indicates as follows:
(1) A council may by bylaw delegate any of its powers, duties or functions under this or any other enactment or a bylaw to a council committee or any person unless an enactment or bylaw provides otherwise.

(2) A council may not delegate

(a) its power or duty to pass bylaws,

(b) its power to make, suspend or revoke the appointment of a person to the position of chief administrative officer,

(c) its power to adopt budgets under Part 8,

(d) its power with respect to taxes under section 347, and

(e) a duty to decide appeals imposed on it by this or another enactment or bylaw, whether generally or on a case by case basis, unless the delegation is to a council committee and authorized by bylaw.

In the City of Leduc the primary outcome from Committee meetings is for Council to feel they have enough information, or have had enough conversation around an issue, to be able to make a recommendation to Council for action. Some municipalities, such as the City of St. Albert, have indicated in their Bylaw that the Committee may consider any matter that Council may consider and motions can be made with the exceptions as set out in the Act; other municipalities, such as Cochrane, have just re-introduced the Committee-of-the-Whole after dissolving it over 10 years ago deeming it unnecessary.

The question Administration is striving to understand is where on this spectrum do Committee members want to see the Committee?

Options

Option 1:

Keep the current Committee format.

Meetings are intended to be Council research and information sessions that are held in a less formal atmosphere with recommendations being forwarded to Council for final decision. The agendas for these meetings do not include public commentary.

In order to adhere to the Committee format set out in the Bylaw, Administration will need to be more mindful of bringing forward to Committee those items that are largely for the members’ information, without the expectation that direction will result. Should the Committee wish to make a substantive motion as a result of the information provided (other than “to direct City Administration to investigate matters and present recommendations to either the Committee-of-the-Whole or directly to Council”) an addition to the agenda for the Council meeting immediately following 2 of the 3 Committee meetings could be made. In the case of the long Committee meeting, the motion would come forward at the next Council meeting.

Option 2:

Make amendments to the Council Procedure Bylaw that will allow the Committee limited voting opportunities.
COMMITTEE-OF-THE-WHOLE

Council may amend the Bylaw to allow for limited voting powers. Such amendments could include, but not be limited to:

- Voting on financial issues including grants or expenditures up to a certain amount;
- Voting to direct Administration to proceed with projects;
- Voting to appoint members to external and Council Boards and Committees.

Option 3:

This option would give the Committee wide spread powers with the exceptions as set out in the Act. The following is an excerpt from the City of St. Albert’s Bylaw:

26.4 Subject to the Act, Committee of the Whole may consider any matter that Council may consider, including but not limited to matters that are or may be within the mandate of a Standing Committee and including detailed consideration of the following matters: (BL 41/2019):

   a. the budget;
   b. the audit;
   c. transportation issues;
   d. development issues;
   e. strategic planning;
   f. legislative reform;
   g. policing matters; and
   h. policy formulation.

26.5 Committee of the Whole may:

   a. conduct Public Meetings;
   b. receive delegations and submissions;
   c. meet with other municipalities and other levels of governments; and
   d. recommend annual appointments of members of the public to Council Committees, other City committees and other bodies on which the City is entitled to have representation.

With these wide spread powers, the only items that must go to St. Albert’s Council on a regular basis are, in accordance with section 203(2) of the Act, bylaw readings, budget adoptions, tax deferrals, reductions or cancelations, CAO appointment matters and appeal matters not delegated to the Committee.

Option 4:

Combine Council and Committee meetings.
While carrying out research for this report, the writer came across a number of municipalities that have given Council the ability to move into Committee in order to allow for more informal discussion during Council meetings. This is also allowed under Robert’s Rules of Order. The following is an excerpt from the Procedure Bylaw of one of those municipalities:

“Council may meet as Committee of the Whole during a regular meeting of Council if included on the agenda. Council may meet as Committee of the Whole during a regular meeting when it is not included on the agenda by way of motion and a 2/3 vote of the members who are present and voting.”

This option allows Council to consider a matter without the impediments that sometimes accompany the formality of Council meetings. In this scenario, the assumption is that the current role of the Committee as noted in section 10 of the Bylaw would remain, and once out of Committee, Council would have the ability to immediately make motions relating to the topic. However if Council so wished, this option could be further combined with an enhancement of the Committee’s powers.

Option 5:
Dissolution of the Committee-of-the-Whole.

As mentioned earlier, a primary outcome from Committee meetings is for Council to feel they have enough information, or have had enough conversation around an issue, to be able to make a recommendation to Council for action. However, our Council meetings are not weighed down by as many procedural protocols as some municipalities. For example, we do not have any restrictions on how long a Council member may speak nor how many times a Council member may speak on a specific item. And as always, sensitive items may be discussed in closed session if warranted and authorized under the Freedom of Information and Protection of Privacy Act.

NEXT STEPS

Based on the discussion with the Committee, Administration will bring forward amendments to the Council Procedures Bylaw for Council’s consideration.

ATTACHMENTS

Committee-of-the-Whole Comparisons
<table>
<thead>
<tr>
<th>City</th>
<th>Procedures Bylaw</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fort Saskatchewan</td>
<td>The purpose of the Committee of the Whole meetings is to: 8.3.1 provide a means for information sharing from Administration or the public to Members in attendance; 8.3.2 to allow for open, free-flowing debate and/or deliberation to occur by all Members including the Chair in a non-confrontational environment, which may or may not be held be prior to the item’s presentation for action on a Council meeting agenda; and 8.3.3 allow for clarifying questions to be asked.</td>
</tr>
<tr>
<td>Red Deer</td>
<td>Committee of the Whole is a meeting of Council in which formal decisions are not made and can be held with or without the public and media present.</td>
</tr>
<tr>
<td>St. Albert</td>
<td>Subject to the Act, Committee of the Whole may consider any matter that Council may consider, including but not limited to matters that are or may be within the mandate of a Standing Committee and including detailed consideration of the following matters: (BL 41/2019) a. the budget; b. the audit; c. transportation issues; d. development issues; e. strategic planning; f. legislative reform; g. policing matters; and h. policy formulation. 26.5 Committee of the Whole may: a. conduct Public Meetings; b. receive delegations and submissions; c. meet with other municipalities and other levels of governments; and d. recommend annual appointments of members of the public to Council Committees, other City committees and other bodies on which the City is entitled to have representation. 26.12 In the Committee of the Whole, the procedures of Council shall be relaxed as follows: a. a Member of Council may speak even though there is no motion on the floor, but if there is a motion on the</td>
</tr>
<tr>
<td>Location</td>
<td>Description</td>
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<tr>
<td>Spruce Grove</td>
<td>157. Committee of the Whole may make the following motions:</td>
</tr>
<tr>
<td></td>
<td>a) to receive agenda reports as information;</td>
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<td></td>
<td>b) to refer matters to Administration or a Committee for review;</td>
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<tr>
<td></td>
<td>c) make recommendations to Council.</td>
</tr>
<tr>
<td>Okotoks</td>
<td>We do not have a Committee of the Whole, Sandra. We do have a Governance and Priorities Committee and all items dealt with at this level are referred to Council.</td>
</tr>
<tr>
<td>Airdrie</td>
<td>Committee of the Whole</td>
</tr>
<tr>
<td></td>
<td>44. Committee of the Whole meetings may be held if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act. The only resolution that can be passed in a Committee of the Whole meeting is a resolution to revert to a public meeting.</td>
</tr>
<tr>
<td></td>
<td>45. Committee of the Whole Meetings will be held without the presence of the public unless invited by the Mayor or his designate or City staff upon direction from the Mayor or his designate.</td>
</tr>
<tr>
<td>Leduc County</td>
<td>Committee of the Whole</td>
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<tr>
<td></td>
<td>i) The Committee of the Whole is a committee of Council:</td>
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<tr>
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<td>(a) To discuss any matters within the exception to disclosure in Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act in the absence of the public; and</td>
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<td></td>
<td>(b) To make recommendations to Council when necessary.</td>
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<tr>
<td>Report Title</td>
<td>R=Report A=Attach V=Verbal PPT</td>
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<tr>
<td>--------------------------------------------------</td>
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</tr>
<tr>
<td><strong>DELEGATIONS &amp; PRESENTATION</strong></td>
<td></td>
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<tr>
<td>There are no items at this time.</td>
<td></td>
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<tr>
<td><strong>REPORTS FROM COMMITTEE &amp; ADMINISTRATION</strong></td>
<td></td>
</tr>
<tr>
<td>RCMP Update</td>
<td>R / PPT?</td>
</tr>
<tr>
<td>Budget Workshop 2</td>
<td>PPT</td>
</tr>
<tr>
<td>Grant MacEwan Widening</td>
<td>R</td>
</tr>
<tr>
<td>2020 - 2021 Meeting Schedule Options (will be late - pending outcome of Aug 17 mtg)</td>
<td>R</td>
</tr>
<tr>
<td><strong>INFORMATION ITEMS</strong> - No items at this time.</td>
<td></td>
</tr>
<tr>
<td><strong>CLOSED SESSION</strong></td>
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<tr>
<td>There are no items at this time.</td>
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</table>
### September 14 Council - Submit into Approval Workflow by August 14

#### RECOGNITION ITEMS
- No items at this time.

#### PUBLIC HEARING

<table>
<thead>
<tr>
<th>Bylaw No. 1052-2020 - Amendment to Bylaw No. 809-2013 - Land Use Bylaw</th>
<th>n/a</th>
<th>n/a</th>
<th>n/a</th>
<th>D. Peck</th>
<th>IP</th>
<th>5 mins</th>
<th>tbd</th>
</tr>
</thead>
</table>

#### PRESENTATIONS

- **Canadian Energy Museum**
  - **Presenter:** S. Huolt
  - **Department:** CPS
  - **Time:** 15 min

#### BUSINESS

- **FCSS Board Update on Homelessness**
  - **(Received A/City Manager approval as late submission)**
  - **Report Writer:** M. Hay
  - **Time:** tbd
  - **Report #:** 2020-CoW-0114

- **2019 - 2022 City of Leduc Strategic Plan - 2020 Mid-Year Update**
  - **Report Writer:** S. Davis
  - **Time:** 20 mins
  - **Report #:** 2020-CR-0111

- **Proclamation Policy**
  - **Report Writer:** C. Dragan-Sima
  - **Time:** 10 mins
  - **Report #:** 2020-CR-0117

- **Municipal Tax Exemption**
  - **Report Writer:** M. Pieters
  - **Time:** 30 mins
  - **Report #:** 2020-CoW-0119

- **COVID-19 Update for September 14, 2020**
  - **Economic Support and Recovery Task Force**
  - **Community and Social Services Task Force**
  - **Civic Operations and Service Delivery Task Force**
  - **2020 Budget Update**
  - **Emergency Response Report**
  - **Report Writer:** M. Pieters
  - **Time:** City Mgr
  - **Report #:** 2020-CoW-0118

#### BYLAWS

- **Bylaw No. 1052-2020 - Amendment to Bylaw No. 809-2013 - Land Use Bylaw (2nd and 3rd Readings)**
  - **Report Writer:** D. Peck
  - **Time:** 5 mins
  - **Report #:** 2020-CoW-0113

- **Bylaw No. 1037-2019 - Emergency Management (1st Reading)**
  - **Report Writer:** G. Clancy
  - **Time:** 10 mins
  - **Report #:** 2019-CR-103

- **Bylaw No. 1060-2020 - Tax Exemption Bylaw - Leduc Golf Course Property (1st, 2nd & 3rd Readings)**
  - **Report Writer:** G. Damo
  - **Time:** 15 mins
  - **Report #:** tbd

#### INFORMATION REPORTS

- **Mayor’s Report**
  - **Report Writer:** Council EA
  - **Time:** Mayor
  - **Report #:** n/a

- **Building Inspector’s Report**
  - **Report Writer:** S. Mytroen
  - **Time:** IP
  - **Report #:** n/a

- **Newly Issued Business Licences**
  - **Report Writer:** K. Wenzel
  - **Time:** IP
  - **Report #:** n/a

#### CLOSED SESSION

- **Leduc Transit – Current State and Regional Transit Services Commission Operations**
  - **Report Writer:** K. Wenzel
  - **Time:** 20 mins
  - **Report #:** tbd
<table>
<thead>
<tr>
<th>Report Title</th>
<th>R=Report A=Attach V=Verbal PPT</th>
<th>Reports / PPT / Attachments Received</th>
<th>Report Writer</th>
<th>Presenter</th>
<th>Depart.</th>
<th>Time</th>
<th>Report #</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DELEGATIONS &amp; PRESENTATION</strong> - No items at this time</td>
<td></td>
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<tr>
<td><strong>REPORTS FROM COMMITTEE &amp; ADMINISTRATION</strong></td>
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</tr>
<tr>
<td>EMRB Update for September 21, 2020</td>
<td>R</td>
<td></td>
<td>M. Hay</td>
<td>M. Hay</td>
<td>CM</td>
<td>15 mins</td>
<td>tbd</td>
</tr>
<tr>
<td>Unified Community Resource Collaboration (&quot;UCRC&quot;) Delegation Presentation Update (Waiting on Receipt of Formal Request to Present)</td>
<td>R / PPT</td>
<td>A. Ulrickson</td>
<td>A. Ulrickson</td>
<td>E. Schrader</td>
<td>CPS</td>
<td>30 mins</td>
<td>2020-CoW-0129</td>
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<tr>
<td><strong>INFORMATION ITEMS</strong></td>
<td></td>
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</tr>
<tr>
<td>Future Agenda Items (Standing Item at Long CoW Meetings)</td>
<td>A</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
<td>15 mins</td>
<td>n/a</td>
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<tr>
<td><strong>CLOSED SESSION</strong></td>
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<tr>
<td>Speed Reduction (FOIP s. 24 and 25)</td>
<td>R</td>
<td></td>
<td>K. van Steenoven</td>
<td>S. Olson</td>
<td>IP</td>
<td>30 mins</td>
<td>tbd</td>
</tr>
<tr>
<td>Intermunicipal Projects Update/Strategic Planning (FOIP s. 21 &amp; 25)</td>
<td>n/a</td>
<td>Committee Members</td>
<td>Committee Members</td>
<td>Council</td>
<td>1 hr</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td><strong>LAST ITEM ON AGENDA</strong></td>
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</tr>
</tbody>
</table>
### September 28 CoW - Submit into Approval Workflow by August 28 - 30 mins

**DELEGATIONS & PRESENTATION**

There are no items at this time.

**REPORTS FROM COMMITTEE & ADMINISTRATION**

Youth Council

<table>
<thead>
<tr>
<th>Report Title</th>
<th>R/PPT</th>
<th>Reports / PPT / Attachments Received</th>
<th>Report Writer</th>
<th>Presenter</th>
<th>Depart.</th>
<th>Time</th>
<th>Report #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Youth Council</td>
<td>R/PPT</td>
<td>S. Suk</td>
<td>H. Pfeil, Chair / S. Klooster, Vice Chair</td>
<td>CPS</td>
<td>15 mins</td>
<td>tbd</td>
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</tbody>
</table>

**INFORMATION ITEMS**

- No items at this time.

**CLOSED SESSION**

Broadband Update FOIP s 16 and 24

<table>
<thead>
<tr>
<th>Report Title</th>
<th>R</th>
<th>Reports / PPT / Attachments Received</th>
<th>Report Writer</th>
<th>Presenter</th>
<th>Depart.</th>
<th>Time</th>
<th>Report #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Broadband Update</td>
<td>R</td>
<td>S. Olson</td>
<td>S. Olson</td>
<td>IP</td>
<td>15 mins</td>
<td>tbd</td>
<td></td>
</tr>
</tbody>
</table>

### September 28 Council - Submit into Approval Workflow by August 28 - 30 mins

**RECOGNITION ITEMS**

- No items at this time.

**PUBLIC HEARING**

- No items at this time.

**PRESENTATIONS**

Leduc Hub Association

<table>
<thead>
<tr>
<th>Report Title</th>
<th>n/a</th>
<th>Reports / PPT / Attachments Received</th>
<th>Report Writer</th>
<th>Presenter</th>
<th>Depart.</th>
<th>Time</th>
<th>Report #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leduc Hub Association</td>
<td>n/a</td>
<td>n/a</td>
<td>Susan Perry / D. Paterson</td>
<td></td>
<td>15 mins</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**BUSINESS**

Leduc Aquatic Services

<table>
<thead>
<tr>
<th>Report Title</th>
<th>tbd</th>
<th>Reports / PPT / Attachments Received</th>
<th>Report Writer</th>
<th>Presenter</th>
<th>Depart.</th>
<th>Time</th>
<th>Report #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leduc Aquatic Services</td>
<td>tbd</td>
<td>n/a</td>
<td>J. Jackie / (S. Walker - tentative)</td>
<td>CPS</td>
<td>30 mins</td>
<td>n/a</td>
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</tr>
</tbody>
</table>

**BYLAWS**

- No items at this time.

**INFORMATION REPORTS**

Mayor's Report

<table>
<thead>
<tr>
<th>Report Title</th>
<th>R</th>
<th>Reports / PPT / Attachments Received</th>
<th>Report Writer</th>
<th>Presenter</th>
<th>Depart.</th>
<th>Time</th>
<th>Report #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor's Report</td>
<td>R</td>
<td>n/a</td>
<td>Council EA</td>
<td>n/a</td>
<td>Mayor</td>
<td>n/a</td>
<td>n/a</td>
</tr>
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</table>

**CLOSED SESSION**

- No items at this time.

### October 5 CoW - Submit into Approval Workflow by September 4

**REPORTS FROM COMMITTEE & ADMINISTRATION**

EMRB Update

<table>
<thead>
<tr>
<th>Report Title</th>
<th>R</th>
<th>Reports / PPT / Attachments Received</th>
<th>Report Writer</th>
<th>Presenter</th>
<th>Depart.</th>
<th>Time</th>
<th>Report #</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMRB Update</td>
<td>R</td>
<td>B. Kelly</td>
<td>M. Hay</td>
<td>City Managers</td>
<td>15 mins</td>
<td></td>
<td>2020-CoW-0126</td>
</tr>
</tbody>
</table>

**DELEGATIONS & PRESENTATION**

- No items at this time.

**REPORTS FROM COMMITTEE & ADMINISTRATION**

- No items at this time.

**INFORMATION ITEMS**

- No items at this time.

**CLOSED SESSION**

- No items at this time.
<table>
<thead>
<tr>
<th>Report Title</th>
<th>R=Report A=Attach V=Verbal PPT</th>
<th>Reports / PPT / Attachments Received</th>
<th>Report Writer</th>
<th>Presenter</th>
<th>Depart.</th>
<th>Time</th>
<th>Report #</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 5 Council - Submit into Approval Workflow by September 4</td>
<td></td>
<td></td>
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<tr>
<td>RECOGNITION ITEMS - No items at this time.</td>
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<td>PUBLIC HEARING - No items at this time.</td>
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<tr>
<td>PRESENTATIONS - No items at this time.</td>
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<tr>
<td>Unified Community Resource Collaboration (&quot;UCRC&quot;) (Tentative pending availability of presenter)</td>
<td>V / PPT</td>
<td>n/a</td>
<td>E. Schrader</td>
<td>CPS</td>
<td>15 mins</td>
<td>n/a</td>
<td></td>
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<tr>
<td>BUSINESS</td>
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<td></td>
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<td></td>
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<tr>
<td>Grants to Organizations</td>
<td>tbd</td>
<td>n/a</td>
<td>tbd</td>
<td>CPS</td>
<td>15 mins</td>
<td>tbd</td>
<td></td>
</tr>
<tr>
<td>Leduc Emergency Management Agency (LEMA) Update</td>
<td>R / PPT</td>
<td>G. Kelly / G. Unger</td>
<td>G. Clancy / G. Kelly</td>
<td>CPS</td>
<td>45 mins</td>
<td>tbd</td>
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<tr>
<td>BYLAWS - No items at this time.</td>
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<tr>
<td>INFORMATION REPORTS</td>
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<tr>
<td>Mayor's Report</td>
<td>R</td>
<td>n/a</td>
<td>Council EA</td>
<td>n/a</td>
<td>Mayor</td>
<td>n/a</td>
<td>n/a</td>
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<tr>
<td>CLOSED SESSION - No items at this time.</td>
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<tr>
<td>Report Title</td>
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<td>Presenter</td>
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<tr>
<td>October 19 CoW (long meeting) - Submit into Approval Workflow by September 18 - 1 hr 15 mins</td>
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<td>n/a</td>
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<td>15 mins</td>
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<td>Committee Members</td>
<td>Council</td>
<td>1 hr</td>
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**October 26 CoW - Submit into Approval Workflow by September 25 - 45 mins**

| DELEGATIONS & PRESENTATION | There are no items at this time. | | | | | |
| REPORTS FROM COMMITTEE & ADMINISTRATION | There are no items at this time. | | | | | |
| INFORMATION ITEMS | No items at this time. | | | | | |
| CLOSED SESSION | Personnel Requirements FOIP s. 24 and 25 | R | J. Cannon | J. Cannon | CS | 45 mins | tbd |

**October 26 Council - Submit into Approval Workflow by September 25**

| RECOGNITION ITEMS | No items at this time. | | | | | |
| PUBLIC HEARING | No items at this time. | | | | | |
| PRESENTATIONS | No items at this time. | | | | | |
| BUSINESS | Council, Committee-of-the-Whole and Strategic Planning Committee Meeting Schedule for November 2020 to October 2021 | R | S. Davis | S. Davis | City Mgr | TBD |
| Council Appointments for November 2020 – October 2021 | R | S. Davis | S. Davis | City Mgr | TBD |
| 2021 Public Budget Deliberations 1 | PPTs | n/a | tbd | All | 1.5 hrs | n/a |
| BYLAWS | No items at this time. | | | | | |
| INFORMATION REPORTS | Mayor's Report | R | n/a | Council EA | n/a | Mayor | n/a | n/a |
| | Building Inspector's Report | R | n/a | tbd | n/a | IP | n/a | n/a |
| | Newly Issued Business Licences | R | n/a | S. Mytroen | n/a | IP | n/a | n/a |

**November 2 CoW (pending approval of schedule) - Submit into Approval Workflow by October 2**

| CLOSED SESSION | No items at this time. | | | | | |
| There are no items at this time. | | | | | | |
### November 2 Council (pending approval of schedule) - Submit into Approval Workflow by October 2

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<th>Time</th>
<th>Report #</th>
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### November 9 CoW (long meeting) (pending approval of schedule) - Submit into Approval Workflow by October 9 - 1 hr 15 mins

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<td>15 mins</td>
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<td>CS</td>
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<td>J. Cannon</td>
<td>J. Cannon</td>
<td>CS</td>
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<td>City of Leduc (name tbd) Resolution to FCM</td>
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<td>CS</td>
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<td>Mayor's Report</td>
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<td>Building Inspector's Report</td>
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### December 14 CoW (long meeting) (pending approval of schedule) - Submit into Approval Workflow by November 13 - 1 hr 15 mins

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<th>A=Attach</th>
<th>V=Verbal</th>
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<th>Presenter</th>
<th>Depart.</th>
<th>Time</th>
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## CoW Reports with Meeting Dates To Be Determined

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<td>Regional Negotiations</td>
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<td>I. Sasyniuk / S. Losier / G. Thomas</td>
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<td>FOIP s. 16, 21, 24 and 25</td>
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<td>Criminal Analyst and Municipal Employee Position</td>
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<td>C. Chisholm</td>
<td>D. Melvie</td>
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<td>R / PPT</td>
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<td>Bylaw No. 1025-2019 - Redistricting Black Stone Stage 4</td>
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<td>Bylaw No. 1058-2020 - 64th Avenue ASP</td>
<td>R</td>
<td>J. Brown</td>
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<td>IP</td>
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<td>Community Safety Advisory Committee - Annual Update</td>
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<td>tbd</td>
<td>CPS</td>
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<td>Complimentary Lede Room Use</td>
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<td>J. Farmer</td>
<td>tbd</td>
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<td>J. Kamlah</td>
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<td>July 22</td>
<td>J. Brown</td>
<td>S. Losier</td>
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