



**Minutes of the Regular Meeting of the Council of the Town of Bentley
April 27, 2021**

- Date & Place:** Minutes of the Regular Meeting of the Council of the Town of Bentley, held beginning Tuesday, April 27, 2021 at 6:45am, in the Bentley Municipal Office.
- In Attendance** Mayor Greg Rathjen
Deputy Mayor Joan Dickau
Councillor Doug Talsma (attended via zoom)
Councillor Cora Knutson
Councillor Neil Maki
CAO Marc Fortais
- In-Camera** Disclosure harmful to law enforcement – RCMP meeting with Staff Sgt McBeth
In – Camera pursuant to section 20(1) of Freedom of Information and Protection of Privacy Act.
- Motion 70/2021** Moved by Mayor Rathjen, “THAT the in-camera portion of the April 27, 2021 council meeting be called to order at 6:00pm.”
- Carried**
- Motion 71/2021** Moved by Councillor Maki, “THAT the in-camera portion of the April 27, 2021 Council Meeting be adjourned at 6:30pm.”
- Carried**
- Call to Order** Mayor Greg Rathjen called the Regular Council Meeting to order at 6:45pm
- Agenda** **Motion 72/2021** Moved by Councillor Knutson, “THAT the agenda of the April 27, 2021 regular meeting be amended to include an additional item to discuss the Interpretation of the Council Remuneration Policy In-Camera as Other Business.”
- Carried**
- Motion 73/2021** Moved by Councillor Talsma, “THAT the amended agenda of the April 27, 2021, regular meeting be accepted.”
- Carried**
- Previous Minutes** **Motion 74/2021** Moved by Councillor Knutson, “THAT the minutes of the regular meeting held on April 13, 2021 be confirmed.”
- Carried**

Financial

a) Prepaid Cheque Listing – Cheques 20210244 to 20210291

Motion 75/2021 Moved by Deputy Mayor Dickau, “THAT cheques numbered 20210244 to 20210291, be received as information.”

Carried

Unfinished Business

a) Bylaw 226/2021 amendment to the Land Use Bylaw 189/2016 regarding Building Demolitions and Manufactured Homes outside of the Manufactured Home District

Motion 76/2021 Moved by Councillor Maki, “THAT Bylaw 226/2021 be amended by deleting item 2 and 3 of the original proposed bylaw from March 23, 2021 and adding the following in sequential order starting as item 2 and ending as item 5; AND

THAT all other components of the bylaw, which was proposed on March 23, 2021, remain unchanged for consideration of 2nd and 3rd reading.

<p>Relation to Motion 58/2021: Changes the definitions by amalgamating ideas of modular and manufactured homes</p>	
<p>2. THAT Part One, Section 1.8 Definitions is amended as follows:</p> <p>(a) The text and graphic for the definition of “Manufactured Home” is replaced with:</p> <p>“means a residential building containing one dwelling unit constructed off site in one or more sections and intended to be occupied in a place other than where it was manufactured”; and</p> <p>(b) The text and graphic for the definition of “Modular Unit or Home” is deleted.</p>	<p>Revised definition regulates all forms of manufactured homes (modular, ready to move, factory-built housing, kit homes, park models) for the purpose of the Town’s Land Use Bylaw</p> <p>Alberta Building Code and applicable Safety Codes continue to apply to each form of manufacturing home and does not change based on the Town Land Use Bylaw – developments are subject to both approval processes.</p> <p>Distinction on how manufactured home is built (steel frame, wood frame, in a factory, on an industrial parcel) is not necessary for the purpose of the Town’s Land Use Bylaw</p>
<p>Relation to Motion 58/2021: Revises the design requirements relating to the foundation and adds an age limit</p>	
<p>3. THAT Schedule B: Supplementary Regulations is amended by adding the following as Section 6(18):</p> <p>“6(18) <u>Manufactured Homes outside the Manufactured Home District (R3)</u></p> <p>(a) A manufactured home and any additions to the manufactured home in a District other than the Manufactured Home District (R3)</p>	<p>No change to (a)</p>

shall meet all the requirements that apply to a single family detached dwelling for that District.

(b) In addition to the requirements that apply to a single family detached dwelling, a manufactured home, and any additions to the manufactured home in a District other than the Manufactured Home District (R3) shall have:

(i) a minimum roof pitch of 4:12 (rise:run);

(ii) a roof surface of wood or asphalt shingles, clay or concrete tiles, slate or wood shakes, or metal or composite material.

(iii) a minimum roof overhang or eaves of 0.3m (1.0 ft) from each external wall surface;

(iv) a permanent foundation consisting of a concrete basement or crawl space with footings;

(v) a maximum length to width ratio of 3:1 (3 units of length to 1 unit of width);

(vi) a minimum width of 6.1m (20 ft) measured from external wall surface to external wall surface; and

(vii) a minimum floor area as required in the applicable District.

(c) The maximum age of any manufactured home on a parcel in a District other than the Manufactured Home District (R3) shall be five (5) years. The age shall be measured from the date the manufactured home was created to the date that it is proposed to be developed on the parcel."

No change to (b)

No change to (i)

No change to (ii)

No change to (iii)

Changed to identify concrete basement or crawlspace with footings as only acceptable forms of permanent foundation.

No change to (v)

No change to (vi) other than correcting typo for "width"

No change to (vii)

Added to limit age at time of development to no more than five (5) years. This clause will apply to any manufactured home outside the R3 District.

Relation to Motion 58/2021: Revises the age limit in R3 for consistency

4. THAT Schedule C: Land Use District Regulations is amended by:

(a) Replacing the text for "Maximum Manufactured Home Age" in the Manufactured Home Park

<p>Standards in the Manufactured Home District (R3) with:</p> <p>“The maximum age of any manufactured home shall be five (5) years. The age shall be measured from the date the manufactured home was created to the date that it is proposed to be developed on the parcel. Only the Municipal Planning Commission can vary the maximum age requirement through the development permit application process”; and</p> <p>(b) Adding the following to end of the table for Manufactured Home Individually Titled Lot Standards in the Manufactured Home District (R3):</p> <p>“Maximum Manufactured Home Age: The maximum age of any manufactured home shall be five (5) years. The age shall be measured from the date the manufactured home was created to the date that it is proposed to be developed on the parcel. Only the Municipal Planning Commission can vary the maximum age requirement through the development permit application process.”</p>	<p>This is the same 5 year maximum currently in the Land Use Bylaw that applies to Manufactured Home Parks. The wording has changed to have a consistent measuring of the age.</p> <p>The ability of MPC to relax or vary the maximum 5-year limit is retained for the R3 District only.</p> <p>This applies the same age requirements to individually titled lots in the R3 District outside of a Manufactured Home Park. It closes a gap in the current regulations.</p>
<p>Relation to Motion 58/2021: Prohibits new manufactured homes in the R1 District and makes manufacturing homes discretionary uses subject to the architecture and design requirements in all other residential Districts except the R3 District</p>	
<p>5. THAT Schedule C: Land Use District Regulations is amended by:</p> <p>(a) Removing “Existing Manufactured Home” from the list of Discretionary Uses in the Low-Density Residential District (R1) and replacing it with “Manufactured Home existing on site as of April 27, 2021” where it would appear in alphabetical order; and</p> <p>(b) Removing “Modular Homes” from the list of Permitted Uses in the Low-Density Residential District (R1A), the General Residential District (R2), the General Residential District (R2A), and the General Residential District (R2B); and</p> <p>(c) Adding “Manufactured Homes meeting the requirements of Schedule B, Section 6(18)” where it would appear in alphabetical order to the list of</p>	<p>Reworded to make it more expressly clear that the only manufactured homes allowed are those already on a site.</p> <p>This use is no longer defined and gets replaced by the definition of manufactured home.</p> <p>Manufactured homes that meet all the listed architecture and design requirements may be approved as a discretionary use. Including Section 6(18) requirement in the listed use means that a relaxation of the individual requirements in Section 6(18) cannot be granted.</p>

Discretionary Uses in the Low-Density Residential District (R1A), the General Residential District (R2), the General Residential District (R2A), and the General Residential District (R2B); and

- (d) Deleting the words "and Modular Homes" in the subheading under Parcel Development Regulations in the Low-Density Residential District (R1), the Low-Density Residential District (R1A), the General Residential District (R2), the General Residential District (R2A), and the General Residential District (R2B).

This is a clean-up as the term "modular homes" will no longer be used.

Carried

Motion 77/2021 Moved by Councillor Talsma, "THAT the amended Bylaw 226/2021, amendment to the Land Use Bylaw 189/2016 regarding Building Demolitions and Manufactured Homes outside of the Manufactured Homes District be read a 2nd time this day of April 27, 2021."

Carried

Motion 78/2021 Moved by Deputy Mayor Dickau, "THAT the amended Bylaw 226/2021, amendment to the Land Use Bylaw 189/2016 regarding Building Demolitions and Manufactured Homes outside of the Manufactured Homes District be read a 3rd and final time this day of April 27, 2021."

Carried

New Business

- a) **Emergency Management COVID-19 Recap and Update**

Motion 79/2021 Moved by Councillor Maki, "THAT the information presented by CAO Marc Fortas and the Director of Emergency Management Julian Veuger be accepted as information."

Carried

Correspondence

- a) **Lacombe County Lead Testing**
b) **Lacombe County April 8, 2021 Council Highlights**
c) **Letter from Morinville to Minister Madu regarding support for RCMP**
d) **RSM 2021 Canada Federal Budget Detailed Commentary**

Motion 80/2021 Moved by Councillor Knutson, "THAT correspondence items a) to d) be accepted as information."

Carried


Initial

Other Business/Council Question Period

a) Lions Club Tree Planting

CAO Marc Fortais provided an overview of the status of the tree donation from the Blindman Valley Lion's Club and that the Lion's Club had requested representation from Mayor and Council to attend the planting of the trees on Saturday May 15th, 2021. Mayor and Council agreed that Saturday May 15th, 2021 would work for most of them.

b) In-Camera discussion regarding a discussion on the Interpretation of the Council Remuneration Policy In-Camera as Other Business

Motion 81/2021 Moved by Mayor Rathjen, "THAT the regular meeting of Council be closed to the public at 7:42pm, pursuant to section 24(1) of the Freedom of Information and the Protection of Privacy Act – Advice from Officials to allow for a discussion regarding interpretation of the policy for Council Remuneration."

Carried

Motion 82/2021 Moved by Deputy Mayor Dickau, "THAT the Regular Meeting of Council be resumed in public at 7:57pm."

Carried

Adjournment

Motion 83/2021 Moved by Councillor Maki, "THAT the regular meeting of Council be adjourned, Time 7:58 pm."



Mayor Greg Rathjen



Marc Fortais