



**Minutes Town of Bentley/Lacombe County  
IDP/ICF Committee Meeting  
December 16, 2020**

**Date & Place:** Minutes of the Town of Bentley/Lacombe County IDP/ICF Committee Meeting held virtually via Zoom December 16, 2020

**In Attendance** Joan Dickau (Deputy Mayor) Town of Bentley  
Doug Talsma (Councillor) Town of Bentley  
Keith Stephenson (Councillor) Lacombe County  
Ken Wigmore (Deputy Reeve) Lacombe County  
Marc Fortais (CAO) Town of Bentley  
Tim Timmons (CAO) Town of Bentley  
Craig Teal (Director) Parkland Community Planning Services  
Dale Freitag (Director) Planning Services Lacombe County

**Call to Order** Marc Fortais called the Bentley/Lacombe County IDP/ICF Committee meeting to order at 9:15 am

**Agenda** No additions to the proposed Agenda were made.

**Previous Minutes** This was the first meeting of the IDP/ICF Committee Meeting and therefore no previous minutes.

**New Business**

**a) Review of the Terms of Reference for IDP/ICF Committee**

The committee had the chance to review the proposed terms of reference. Tim Timmons CAO of Lacombe County proposed that the Terms of Reference be taken to both the Town of Bentley Council and Lacombe County for approval.

- Town of Bentley Town Council officially approved the Terms of Reference at the January 12, 2021 Regular Council Meeting
- Lacombe County Council officially approved the Terms of Reference at the January 14, 2021 Regular Council Meeting

**b) Lands to South East of Bentley (Commercial / Industrial Development)**

A general discussion took place regarding the lands under consideration and their future potential for commercial and industrial development.

- Dale Freitag Director of Planning Services cautioned the committee regarding the importance of public engagement and ensuring that all landowners in the vicinity would be contacted at some point to ensure they took part in the conversation regarding any proposed development.

- Mr. Freitag also asked that a Biophysical Assessment be undertaken for the area as well and to ensure that the budget reflected the cost associated to undertake such an assessment.

**c) ACP Grant Application**

- CAO Marc Fortais provided an overview of the ACP grant submission and was supported by Craig Teal from Parkland Community Planning Association.
- Parkland Community Planning Association would undertake the work associated to the grant application which included the following deliverables at an approximate budget and cost of \$200,000.:
  - Area Structure Plan
  - Servicing Study
  - Infrastructure Cost Estimates
  - Traffic Impact Assessment
  - Annexation Process and Agreements
  - Biophysical Assessment
- The Joint Application was supported by the Committee and due to the tight timelines requiring a submission by Jan 5, 2021, the Committee recommended the application be submitted in advance of the approval of the Terms of Reference by both Councils. This was clarified that if the councils did not approve the joint initiative that the application could be cancelled at any time. This was also confirmed by CAO Fortais with Municipal Affairs.

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CAO Marc Fortais

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CAO Tim Timmons