

Town of Stettler

COUNCIL MEETING
SEPTEMBER 18, 2018
6:30 P.M.
BOARD ROOM



TOWN OF STETTLER MISSION STATEMENT

WE WILL PROVIDE A HIGH
QUALITY OF LIFE FOR OUR
RESIDENTS AND VISITORS
THROUGH LEADERSHIP AND
THE DELIVERY OF EFFECTIVE,
EFFICIENT AND AFFORDABLE
SERVICES THAT ARE SOCIALLY
AND ENVIRONMENTALLY
RESPONSIBLE

TOWN OF STETTLER
REGULAR COUNCIL MEETING
SEPTEMBER 18, 2018
6:30 P.M.
AGENDA

1. Agenda Additions

2. Agenda Approval

3. Confirmation of Minutes

- (a) Minutes of the Regular Council Meeting of September 4, 2018 5-14
- (b) Business Arising from the September 4, 2018 Council Minutes
- (c) Minutes of the Committee of the Whole Meeting of September 11, 2018 15-18
- (d) Business Arising from the September 11, 2018 Committee of the Whole Minutes

4. Citizens Forum

5. Delegations

- (a) None

6. Administration

- (a) Subdivision Application #2018-04 - SMH Management & Canalta Real Estate Services Ltd. Civic: 6714 & 6710 – 49 Avenue 19-21
- (b) 2018 AUMA Convention – Red Deer – September 25-28, 2018 22-77
- (c) Request for Input - Regional Fire Chief, M. Dennis Appraisal by Sept 24, 2018
- (d) Request for Input - Director of Operations, M. Robbins Appraisal by Sept 24, 2018
- (e) Meeting Dates
 - **Monday, September 24 - Joint Town/County Meeting – County Office – 6:15 p.m. (Agenda to be determined by Mayor, Reeve and CAO's)**
 - Wednesday – Friday, September 26 – 28 – AUMA Convention – Red Deer
 - October 2 & 3 - Rural Crime Safety Workshop – Camrose – GL
 - Tuesday, October 2 – Council – 6:30pm
 - Tuesday, October 9 – COW – 4:30pm
 - Tuesday, October 16 – Council – 6:30pm (Organizational Meeting)
 - Tuesday, November 6 – Council – 6:30pm
 - Tuesday, November 13 – COW – 4:30pm
 - Tuesday, November 20 – Council – 6:30pm
 - December 1 – Stettler Festival of Lights
 - Tuesday, December 4 – Council – 6:30pm

- Monday, December 10 – Regional Water Meeting – 1:00pm - 2019 Rates
- Tuesday, December 11 – 2019 Interim Budget Discussion – 3:00pm
- Tuesday, December 11 – COW – 4:30pm
- Tuesday, December 18 – Council – 6:30pm
- Tuesday, January 8 – Council – 6:30pm
- Tuesday, January 15 – COW – 4:30pm
- Tuesday, January 22 – Council – 6:30pm **(Cancel – 2019 Jiffy Lube Alberta Scotties – January 22 – 27, 2019)**

(e) Accounts Payable in the amount of \$94,777.06 + \$73,577.55 + \$41,645.01+\$42,998.37+\$18,853.96+\$286,576.99 = \$558,428.94	78-88
(f) CAO Report	89-93
(g) Bank Reconciliation as of August 31, 2018	94
(h) Expense & Revenue Statement as of August 31, 2018	95-96
(i) 2018 Capital Budget Summary as of August 31, 2018	97-100

7. **Council**

- (a) Meeting Reports

8. **Minutes**

9. **Public Hearing**

10. **Bylaws**

11. **Correspondence**

(a) Letter from Mayor Grant Creasey, City of Lacombe – Sustane Technology Landfill Facility	101-102
---	---------

12. **Items Added**

13. **In-Camera Session**

14. **Adjournment**

MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL HELD ON TUESDAY,
SEPTEMBER 4, 2018 IN THE MUNICIPAL OFFICE, COUNCIL CHAMBERS

Present: Mayor Sean Nolls

Councillors C. Barros, A. Campbell, M. Fischer, G. Lawlor, S. Pfeiffer & W. Smith

CAO G. Switenky
Assistant CAO S. Gerlitz
Director of Planning and Development L. Graham
Acting Planning and Development Officer M. Hall

Press (3)

Absent: None

Call to Order: Mayor S. Nolls called the meeting to order at 6:30 p.m.

1/2. **Agenda Additions/Approval:**

Motion 18:09:01 Moved by Councillor Pfeiffer to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held August 21, 2018

Page 7 – change “power” to “powder coat”

Motion 18:09:02 Moved by Councillor Smith that the Minutes of the regular Meeting of Council held on August 21, 2018 be approved as amended.

MOTION CARRIED
Unanimous

(b) Business Arising from the August 21, 2018 Meeting Minutes

4. **Citizen's Forum:** (a) Citizen's Forum

5. **Delegations:** (a) 6:35 p.m. – Mosquito AA Tier 2 Provincials – Barrhead, AB – August 3-5, 2018

Mayor Nolls welcomed the Stettler Storm Mosquito AA Tier 2 team players, coaches, managers and parents to Council.

Mayor Nolls recognized and congratulated the Stettler Storm Mosquito AA Tier 2 Team for representing Stettler and for winning the 2018 AA Tier 2 Provincial Championship recently held in Barrhead, AB from August 3-5, 2018.

Assistant Head Coaches Jeremy Klapak and Greg Risler introduced themselves and provided Council with a “year in review” of the team’ success from the start of the year through to winning Provincials.

Mayor Nolls temporarily recessed the meeting at 6:38 p.m. to allow Council Members to individually congratulate and speak to all our Provincial Champs. Photos of our Provincial Champions were taken. Snacks and refreshments were provided.

Delegation members departed the meeting at 6:45 p.m.

Mayor Nolls reconvened the meeting at 6:45 p.m.

9. **Public Hearing:** (a) 6:45 p.m. - Bylaw 2107-18 – Land Use Bylaw 2060-15 - Rezoning – Lot 27, Block A, Plan 9222138 – 4601-47ave Public Present - 12

Mayor Nolls declared the Public Hearing Open at 6:45 p.m. by welcoming everyone.

CAO G. Switenky highlighted the purposes of the Public Hearing is to allow all interested parties an opportunity to address Council for the purposes of the Land Use Bylaw Amendment.

CAO G. Switenky highlighted Bylaw 2107-18 and advised that the Bylaw was given 1st reading at the August 7, 2018 Council meeting and was advertised in the August 16 & 23 editions of the Stettler Independent.

Mayor Nolls highlighted the Rules of Conduct that will be followed during the Public Hearing:

- Written submissions will be tabled and read into the record
- The Public Hearing is the opportunity for the public to comment on the proposed bylaw only
- Participants wishing to speak to this bylaw must give their names for the record
- Anyone wishing to support or oppose the amendment will be given the opportunity to speak up to 5 minutes
- Council may ask questions of the speakers after each presentation for clarification purposes, or direct questions to other presenters
- There will be no debating between Council, participants, or presenters
- During question period, any questions from the floor must be directed through the Chair.

Mayor Nolls asked Manager of Planning and Development L. Graham to read the written responses received into the record.

- In support – 0
- Opposed – 3
 - Randy and Darlene Chmelnyk
 - Dallas Tudor
 - Chris Fix

Mayor Nolls asked if there were any verbal submissions

- Applicant – Sally Hurley

No further written or verbal submissions were received.

Mayor Nolls closed the Public Hearing at 6:58 p.m.

10. **Bylaws** (b) Bylaw 2107-18 – Land Use Bylaw 2060-15 – Rezoning Lot 27, Block A, Plan 9222138 – 4601-47ave

Motion 18:09:03

Moved by Councillor Campbell that the Town of Stettler Council refer Bylaw 2107-18 to the September 11, 2018 Committee of the Whole Meeting for further discussion.

MOTION CARRIED
Unanimous

9. **Public Hearing:** (b) 7:05 p.m. - Bylaw 2108-18 – Land Use Bylaw 2060-15 - Linear Park Designation
Public Present - 21

Mayor Nolls declared the Public Hearing Open at 7:05 p.m. by welcoming everyone.

CAO G. Switenky highlighted the purposes of the Public Hearing is to allow all interested parties an opportunity to address Council for the purposes of the Land Use Bylaw Amendment.

CAO G. Switenky highlighted Bylaw 2108-18 and advised that the Bylaw was given 1st reading at the August 7, 2018 Council meeting and was advertised in the August 16, 23 & 30 editions of the Stettler Independent.

Mayor Nolls highlighted the Rules of Conduct that will be followed during the Public Hearing:

- Written submissions will be tabled and read into the record
- The Public Hearing is the opportunity for the public to comment on the proposed bylaw only
- Participants wishing to speak to this bylaw must give their names for the record
- Anyone wishing to support or oppose the amendment will be given the opportunity to speak up to 5 minutes
- Council may ask questions of the speakers after each presentation for clarification purposes, or direct questions to other presenters
- There will be no debating between Council, participants, or presenters
- During question period, any questions from the floor must be directed through the Chair.

Mayor Nolls asked Manager of Planning and Development L. Graham to read the written responses received into the record.

- In support – 16
 - Marilyn Heintz
 - Bert and Marion Holtner
 - Jim Long
 - Chris & Anna Garez
 - Mavis Smith
 - James Dadensky
 - Ryan and Melissa Bolin
 - Darrin Bosomworth
 - Brandi Roper
 - Kevin Sawula
 - D. Wood
 - Gayle Thoun
 - Kay Anderson
 - Andrew Brysiuk
 - Betty Stokoe
 - Linda Day
- Opposed – 5
 - Ralph Wiebe
 - Linda Bauer
 - Wayne and Darlene Todd
 - John and Lucille Ramsay
 - Brenda Barritt

- In support – 3 (received after August 31)
 - Trish Denholm
 - Elsie (and Don) Yates
 - Larry and Karyne Wilson
- Opposed – 1 (received after August 31)
 - Amanda Leckie

Mayor Nolls asked if there were any verbal submissions

- Sally Hurley
- Laurie and Darryl Rachar (during presentation, Laurie and Darryl Rachar presented Council with a "Form Letter" signed by 161 people)
- Dawn McKay and Lorna Piche
- Pat Hamilton
- Neil Leckie
- Nick Nibourg
- Dave Goodwin

No further written or verbal submissions were received.

Mayor Nolls closed the Public Hearing at 8:02 p.m.

10. **Bylaws**

(c) Bylaw 2108-18 – Land Use Bylaw 2060-15 – Linear Park Designation

Motion 18:09:04

Moved by Councillor Lawlor that the Town of Stettler Council refer Bylaw 2108-18 to the September 11, 2018 Committee of the Whole Meeting for further discussion.

MOTION CARRIED
Unanimous

(c) 7:30 p.m. - Bylaw 2109-18 – Land Use Bylaw 2060-15 – C1A District
Public Present - 2

Mayor Nolls declared the Public Hearing Open at 8:06 p.m.

CAO G. Switenky highlighted Bylaw 2109-18 and advised that the Bylaw was given 1st reading at the August 7, 2018 Council meeting and was advertised in the August 16 & 23 editions of the Stettler Independent.

Mayor Nolls highlighted the Rules of Conduct that will be followed during the Public Hearing:

- Written submissions will be tabled and read into the record
- The Public Hearing is the opportunity for the public to comment on the proposed bylaw only
- Participants wishing to speak to this bylaw must give their names for the record
- Anyone wishing to support or oppose the amendment will be given the opportunity to speak up to 5 minutes
- Council may ask questions of the speakers after each presentation for clarification purposes, or direct questions to other presenters
- There will be no debating between Council, participants, or presenters
- During question period, any questions from the floor must be directed through the Chair.

Mayor Nolls asked Manager of Planning and Development L. Graham to read the written responses into the record. None were received

There were no verbal submissions received

Mayor Nolls closed the Public Hearing at 8:07 p.m.

10. **Bylaws**

(d) Bylaw 2109-18 – Land Use Bylaw 2060-15 – C1A District

Motion 18:09:05

Moved by Councillor Fischer that the Town of Stettler Council give second reading to Bylaw 2109-18 as presented.

MOTION CARRIED
Unanimous

Motion 18:09:06

Moved by Councillor Barros that the Town of Stettler Council give Third and final reading to Bylaw 2109-18 as presented.

MOTION CARRIED
Unanimous

6. **Administration:**

(a) 2018 Strategic Plan Update

CAO G. Switenky highlighted the items from the 2018 Strategic Plan:

- SRC Upgrades and Indoor Facility
- Communications Officer
- Fire Fighting Training Facility
- Economic Development Plan
- Connected Pathways

Motion 18:09:07

Moved by Councillor Smith that the Town of Stettler Council approve the 2018 Strategic Plan update for information.

MOTION CARRIED
Unanimous

(b) Tax Refund Request – Apollo Lodge #27 – Roll 119900009 5114 – 50th Avenue

Councillor Campbell declared a possible conflict of interest due to membership in the organization and by departing the meeting excused himself from voting and discussion on this item at 8:22 p.m.

CAO G. Switenky advised that the Town of Stettler has received a letter dated August 20, 2018 from Donald Anderson, Secretary Apollo Lodge No. 27 requesting their customary refund of the Municipal portion of their property taxes.

In previous years the practice of Town Council has been to refund/rebate the municipal portion of the property taxes for the Apollo Lodge. The reason for this refund is that part of the Apollo Lodge is used and/or accessible by the general community in a similar manner to other tax exempt halls (Town owned property, churches, legion).

In accordance with Section 347 – 1(b) of the Municipal Government Act, Council must consider it “equitable” to rebate or refund municipal taxes.

Under the Municipal Government Act Sections 362 and 363, municipal owned community use buildings, churches

and legions are mostly exempt from paying municipal and school portion of property taxes, however the Apollo Lodge does not qualify for these exemptions under the Municipal Government Act. Therefore, the Apollo Lodge would still be required to pay the Alberta School Foundation Fund, (ASFF – Section 174 of the School Act and the Housing Authority Requisition (Section 7 of the Alberta Housing Act).

The Town of Stettler has been refunding a portion of property taxes to the Apollo Lodge since 1982. From 1982 to 1996 the tax refunds were based on the improvement portion of the Municipal Tax notice. However in 1997, the Town of Stettler did a review of all Municipal Taxes paid by Non-profit Organizations in Stettler which was based on the following guidelines:

- Does part of the building generate revenue and is it in competition with any other business
- Consistency with other non-profit organizations (Town owned property, Legion, Golf Course)

As a result of the review, Town Council has refunded the Municipal portion of the property taxes to the Apollo Lodge from 1997 to present.

Motion 18:09:08

Moved by Councillor Fischer that the Town of Stettler Council approves a refund of 2018 Municipal Property taxes for the Apollo Lodge #27, Tax Roll 119900009 in the amount of \$1,176.79 as allowed as per Section 347 of the Municipal Government Act.

MOTION CARRIED
Unanimous with the
abstention of Councillor
Campbell

Councillor Campbell returned to the regular meeting at 8:24 p.m.

(c) Subdivision Application #2018-03 - Lot 5&pt 6, Block 32, Plan 1850Z- 4912 – 53 Street

Councillor Fischer declared a possible conflict of interest due to the applicant is family and by departing the meeting excused himself from voting and discussion on this item at 8:24 p.m.

Director of Planning and Development highlighted the subdivision application #2018-03 - Lot 5&pt 6, Block 32, Plan 1850Z- 4912 – 53 Street. The proposed subdivision is to create to create two residential parcels. The applicant is proposing to create two separate titles for a duplex that was recently constructed at 4912 – 53 Street. The Duplex is still under the last stages of construction with some remaining conditions on the development permit such as landscaping to be completed. Subdivision of the Duplex at this stage in construction is common practice, as the existing common wall that was constructed becomes the new property line by way of survey.

It was noted that the Town of Stettler has received no objections.

Motion 18:09:09

Moved by Councillor Smith that the Town of Stettler approved Subdivision 2018-03 to create two (2) Residential Parcels that has been evaluated in terms of Section 654 of

the Municipal Government Act and Section 7 of the Subdivision and Development Regulations and having considered adjacent landowner(s) submissions, referral agency comments and that the application be approved as per Tentative Plan for the following reasons:

1. That the application is consistent with Section 7 of the Subdivision and Development Regulations;
2. The application is consistent with the policies of the Municipal Development Plan; and
3. The application is consistent with the Land Use Bylaw 2060-15.

Further, this application is approved subject to the following conditions:

1. Subdivision to be effected by a Plan of Survey, pursuant to Section 657 of the Municipal Government Act.
2. All outstanding Property Taxes to be paid to the Town of Stettler as per Section 654 (1) (d) of the Municipal Government Act.
3. That the developer provides separate utility service connections to each property.

MOTION CARRIED
Unanimous with
the abstention of
Councillor Fischer

Councillor Fischer returned to the regular meeting at 8:28 p.m.

(d) Meeting Dates

- Wednesday, September 12 – Community Orchard Launch BBQ – 6-8 pm
- Tuesday, September 18 – Council – 6:30pm
- Joint Town/County Meeting – possible dates – September 20, 21, 24 evening
- Wednesday – Friday, September 26 – 28 – AUMA Convention – Red Deer
- October 2 & 3 - Rural Crime Safety Workshop–Camrose (GL)
- Tuesday, October 2 – Council – 6:30pm
- Tuesday, October 9 – COW – 4:30pm
- Tuesday, October 16 – Council – 6:30pm (Organizational)
- Tuesday, November 6 – Council – 6:30pm
- Tuesday, November 13 – COW – 4:30pm
- Tuesday, November 20 – Council – 6:30pm
- December 1 – Stettler Festival of Lights
- Tuesday, December 4 – Council – 6:30pm
- Monday, December 10 – Regional Water Meeting – 1:00pm
- 2019 Rates
- Tuesday, December 11 – 2019 Interim Budget Discussion – 3:00pm
- Tuesday, December 11 – COW – 4:30pm
- Tuesday, December 18 – Council – 6:30pm
- Tuesday, January 8 – Council – 6:30pm
- Tuesday, January 15 – COW – 4:30pm
- Tuesday, January 22 – Council – 6:30pm (Cancel – 2019 Jiffy Lube Alberta Scotties – January 22 – 27, 2019)

(e) Accounts Payable in the amount of \$608,851.27

Motion 18:09:10

Moved by Councillor Campbell that Accounts Payable in the amounts of \$204,467.91, \$162,042.95, \$203,175.68, \$19,799.44, \$19,530.20, -\$164.91, for the period ending August 31, 2018 for a total amount of \$608,851.27 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

7. **Council:** Mayor and Councillors outlined highlights of meetings they attended.

(a) Mayor Nolls

- Aug 21 - Community Orchard Tour
- Aug 22 - Talk of the Town
- Aug 24 - Meeting with MLA R. Strankman
- Aug 24 - Meeting with representative from MNP – 2019 Canada Winter Games Torch Run Event in Stettler – January 10
- Aug 29 - Volunteer at Ronald McDonald House (Red Deer)
- Aug 30 - Talk of the Town (Stettler Flying Club)
- Sept 3 - Pancake Breakfast – Stettler Flying Club
- Sept 4 - Fire and Flower Open House

(b) Councillor Barros

- Aug 21 - Community Orchard Tour
- Aug 25 - Fire Hall Open House
- Aug 29 - Hospital Foundation Meeting

(c) Councillor Campbell

- Aug 21 - Community Orchard Tour
- Aug 25 - Fire Hall Open House
- Aug 25 - P&H Elevator Open House
- Aug 29 - Meet and Greet with UPC Candidate N. Horner

(d) Councillor Fischer

- Aug 21 - Community Orchard Tour
- Aug 29 - Meet and Greet with UPC Candidate N. Horner
- Aug 30/31 - Stettler Ghost Walk Tour
- Sept 3 - Fly-in Breakfast – Stettler Airport Club

(e) Councillor Lawlor

- Aug 21 - Community Orchard Tour
- Aug 22 - Board of Trade – Shop Stettler Program
- Aug 29 - Meet and Greet with UPC Candidate N. Horner
- Sept 3 - Fly-in Breakfast – Stettler Airport Club

(f) Councillor Pfeiffer

- Aug 31 - Community Orchard Tour

(g) Councillor Smith

- Aug 21 - Community Orchard Tour

Motion 18:09:11

Moved by Councillor Smith that the Town of Stettler approve the Council Reports as presented.

MOTION CARRIED
Unanimous

8. **Minutes:** (a) none

10. **Bylaws:** (a) Bylaw 2105-18 – Smoking Bylaw Amendment Cannabis

CAO G. Switenky introduced Bylaw 2105-18 – Smoking Bylaw Amendment Cannabis Tabled from May 1, 2018. The Alberta Cannabis Framework is unchanged, the Alberta Cannabis Act provides a general framework for municipalities to consider through the Tobacco and

Smoking Reduction Act. Municipalities may wish to mirror or add to their current smoking bylaws to address concerns in relation to cannabis consumption. Town of Stettler Council currently has an amending Bylaw at 1st Reading, this Bylaw strictly prohibits cannabis consumption in certain public areas throughout Town. Should Council not have a bylaw in place by October 17, 2018 the regulations around Cannabis Consumption in the Town of Stettler will default to the provincial regulations. It remains legally unclear as to whether an outright prohibition of cannabis consumption, other than within private dwellings/property, would create a human rights challenge. Bylaw Enforcement of cannabis consumption on a 24-hour basis will be a challenge and at this time it appears that there will be no provincial funding to assist municipalities.

The following Options were presented to Council for their review:

1. Proceed to Second and Third Reading and pass Bylaw 2105-18 as presented amending Bylaw 1898-04.
2. Proceed to Second and Third Reading with amendments and pass Bylaw 2105-18 amending Bylaw 1898-04.
3. Defeat Bylaw 2105-18 and direct administration to prepare a new Bylaw Amendment based on the Council discussion at this meeting.
4. Strategically leave Bylaw 2105-18 tabled to extend options and provide Council additional opportunities to discuss cannabis consumption; direct administration to bring forward for discussion at Committee of the Whole on September 11, 2018.

Notes:

- Option 2 would include minor amendments to the existing intent of the tabled Bylaw 2105-18 such as a change to the prescribed distance
- Option 3 would comprise of a major amendment or redirect of the intent of the tabled Bylaw 2105-18 such as no public consumption.
- Option 4 provides additional time to discuss cannabis consumption with the following meeting dates still available prior to Federal and Provincial Legalization on October 17, 2018:
 - o Committee of the Whole – September 11, 2018
 - o Regular Meeting of Town of Stettler Council – September 18
 - o Regular Meeting of Town of Stettler Council – October 2
 - o Committee of the Whole – October 9
 - o Regular Meeting of Town of Stettler Council – October 16

Motion 18:09:12

Moved by Councillor Campbell that the Town of Stettler Council give second reading to Bylaw 2105-18 as presented.

MOTION CARRIED
Defeated - 5 opposed

Director of Planning and Development L. Graham and Acting Planning and Development Officer M. Hall left the meeting at 8:59 p.m.

11. **Correspondence:**
- (a) Edmonton Sun – Cannabis Consumption in Municipalities
 - (b) Stettler Independent - County of Stettler – Cannabis Consumption
 - (c) CBC – St. Albert Cannabis Consumption
 - (d) Drumheller Online – Cannabis Consumption

Motion 18:09:13 Moved by Councillor Fischer that the Town of Stettler accept Correspondence (a-d) for information.
MOTION CARRIED
Unanimous

12. **Items Added:** (a) None

13. **In-Camera Session:** (a) Labour – Section 16(1) – FOIP

Motion 18:09:14 Moved by Councillor Barros that the Town of Stettler Council proceed into an In-Camera Session with the CAO and Assistant CAO present to discuss the In-Camera items.
MOTION CARRIED
Unanimous at 8:59 p.m.

Motion 18:09:15 Moved by Councillor Barros that the Town of Stettler Council return to the regular meeting.
MOTION CARRIED
Unanimous at 9:29 p.m.

Motion 18:09:16 Moved by Councillor Barros that the Town of Stettler Council approves amendments to Administrative salary classifications as recommended by the CAO for the positions of Director of Planning and Development, Manager of Recreation and Culture, Water Treatment Plant Supervisor, Aquatic Manager/Health & Safety Advisor, Computer Services/Taxation Coordinator, Communications Officer 2, and Corporate Secretary/Communications as presented. And further approves incumbent positional reclassifications as recommended by the CAO to better reflect organizational pay equity based on current position responsibilities, skills and qualifications required.
MOTION CARRIED
Unanimous

14. **Adjournment:**

Motion 18:09:17 Moved by Councillor Campbell that this regular meeting of the Town of Stettler Council be adjourned.
MOTION CARRIED
Unanimous at 9:30 p.m.

Mayor

Assistant CAO

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
September 11, 2018

Present: Mayor S. Nolls, Councillors C. Barros, A. Campbell, M. Fischer, G. Lawlor,
S. Pfeiffer & W. Smith

CAO G. Switenky
Assistant CAO S. Gerlitz
Director of Planning and Development L. Graham

Absent: None.

Call to Order: Mayor S. Nolls called the meeting to order at 4:30 p.m.

1. Agenda Additions/Deletions

(a) – Reflect of 9/11

2. Agenda Approval

Moved by Councillor Smith that the agenda be approved as amended.

MOTION CARRIED
Unanimous

3. Delegation - 4:30 P.M. – Brenda Barritt, Program Manager, Stettler Learning Centre
- Funding Request

B. Barritt, Program Director, Stettler Learning Centre entered the meeting at 4:30 p.m.

Mayor Nolls welcomed B. Barritt, Program Director, Stettler Learning Centre to the meeting.

B. Barritt provided an update for Council on the importance of having sustainable funding to provide extra, much need community programs through the Stettler Learning Centre. While the Stettler learning Centre has reached a point of stable, secure funding for the next 3 years from our two main funders (Advanced Education - CALP program and Campus Alberta Central) the Stettler Learning Centre has also reached a point where any innovation or new initiatives require additional funding or cutting from existing services. While reviewing our budget this year, the Executive Committee of our Board suggested that we look find funding sources locally that are also consistent and stable, rather than the project-based funding or donations that we have received from some local service groups. It was purposed that the Stettler Learning Centre receiving an annual sum from the Town of Stettler of \$3000 to contribute to operations and programming in our community.

General discussion took place regarding the current funding levels, the possibility of offering/promoting new initiatives with this new funding, and the ongoing yearly funding.

COMMITTEE MINUTES

SEPTEMBER 11, 2018

PAGE 2

CAO G. Switenky highlighted various funding alternatives for Council already included in the current operating budget that could be specifically allocated on a yearly basis, with the approval of Council.

Following Discussion, Council agreed that funding for the Stettler Learning Centre be forward to the 2019 Budget Deliberations with \$3000 to be included in the 2019 Interim Operating Budget.

Mayor Nolls thanked B. Barritt, Program Director, Stettler Learning Centre for her very informative presentation.

B. Barritt, Program Director, Stettler Learning Centre departed the meeting at 4:50 p.m.

4. Bylaw 2105-18 – Smoking Bylaw Amendment Cannabis - Defeated – Council Sept 4 – Next Steps

CAO G. advised that Bylaw 2105-18 – Smoking Bylaw Amendment Cannabis was defeated by Council at the September 4 Council Meeting. The Alberta Cannabis Framework is remains unchanged in that the Alberta Cannabis Act provides a general framework for municipalities to consider through the Tobacco and Smoking Reduction Act. Municipalities may wish to mirror or add to their current smoking bylaws to address concerns in relation to cannabis consumption. Should Council not have a bylaw in place by October 17, 2018 the regulations around Cannabis Consumption in the Town of Stettler will default to the provincial regulations. It remains legally unclear as to whether an outright prohibition of cannabis consumption, other than within private dwellings/property, would create a human rights challenge. Bylaw Enforcement of cannabis consumption on a 24-hour basis will be a challenge and at this time it appears that there will be no provincial funding to assist municipalities.

General discussion took place regarding no consumption of cannabis in all public areas. This is a position that a majority of municipalities are going to. It was noted that the City of Red Deer just passes a Bylaw of no public consumption except on private property. Each Councillor was asked their position on the public consumption of cannabis.

Following discussion, Council agreed to research the City of Red Deer Bylaw and directed Administration to prepare a bylaw for the October 2, 2018 Council meeting based on no public consumption except for on private property

5. Bylaw 2107-18 – Land Use Bylaw 2060-15 – Rezoning - Lot 27, Block A, Plan 9222138 – 4601-47ave – refer from Sept 4 Council Meeting

CAO G. Switenky advised that Bylaw 2107-18 was referred to Committee of the Whole from the September 4 Council Meeting.

Director of Planning and Development L. Graham advised that the applicants wish to rezone from DC4: Urban Reserve Direct Control to UR: Urban Reserve. The applicant has requested the rezoning to accommodate having goats throughout the summer

COMMITTEE MINUTES

SEPTEMBER 11, 2018

PAGE 3

months. In May of 2018 the Town received a complaint regarding the presence of goats at 4601 – 47 Avenue and the disturbance they were causing. Through the process of Bylaw Enforcement the property owner advised that they would like to have goats on their property during the summer months and the ones that are present will be leaving by October 15, 2018. During this conversation the property owner was advised that under the current zoning DC4 “farming” is not a permitted or discretionary use and therefore would not allow for the property owner to have goats or any form of livestock. The owner in turn has applied to have property rezoned back to Urban Reserve to allow for a “Farming” use. A Public Hearing was held on September 4, 2018 in which three (3) letters of objection were received.

General discussion took place regarding the Urban Reserve Zoning, limiting the number of livestock on the property and the letters of objection that were submitted for the Public Hearing. It was noted that any specific conditions placed by Council to a property would be difficult to enforce and would open up Council to individual property requests. Each Councillor was given the opportunity to comment on the rezoning application.

Following discussion, Council directed Administration to bring Bylaw 2107-18 forward to the October 2, 2018 Council meeting.

6. Bylaw 2108-18 – Land Use Bylaw 2060-15 – Linear Park Designation - refer from Sept 4 Council Meeting

CAO G. Switenky advised that Bylaw 2108 -18 was referred to Committee of the Whole from the September 4 Council Meeting.

Director of Planning and Development L. Graham advised that at the July 3, 2018 Regular Council Meeting, Administration was directed to prepare a land use bylaw amendment designating the boulevard land between 5804 – 47 Avenue (Pergola) and 5100 – 47 Avenue (West Boundary of 51 Street) as P: Public Use to identify this land as park land. Due to the nature of the area with mature trees, meandering pathways, residential on both sides of the boulevard, an adjacent playground (train park tot lot), as well as a large portion being within the school zone a P: Public Use zoning is conducive to this area. This designation will provide for similar park like feel as the pathway along 44 Avenue south of the RCMP, SRC and Museum. Director of Planning and Development highlighted Section 70: Portable and Inflatable Signs 70.2 Portable Sign regulations include: 70.2.1 No portable signs shall be located in the environmental open space or public use districts.

A Public Hearing was held on September 4, 2018 in which nineteen (19) letters in favour of the bylaw were received, six (6) letters opposed to the bylaw were received and there were 7 verbal presentations (6 opposed to the bylaw and 1 in favour). Also included with the verbal presentations, Council was presented with 161 individual letters that were submitted opposed to the proposed bylaw.

General discussion took place regarding the proposed bylaw, the park designation, relocation of community event signs and what is a community event. Each Councillor was given the opportunity to comment on the proposed Bylaw.

COMMITTEE MINUTES
SEPTEMBER 11, 2018
PAGE 4

Following discussion, Council directed Administration to bring Bylaw 2108-18 forward to the October 2, 2018 Council meeting.

7. In-camera - None

8. Additions – None

(a) Reflect of 9/11

Council observed a Minute of Silence. This week marks 17 years since the tragedy which saw four terror attacks against the US, including two hijacked planes crashing into the World Trade Center in New York.

9. Adjournment

Moved by Councillor Campbell that the Committee of Whole Meeting be adjourned.

MOTION CARRIED
Unanimous at 6:01 p.m.

Mayor

Assistant CAO



Request For Decision

Agenda Item: Subdivision Application #2018-04

Issue:

Application: To Relocate Existing Lot Lines
Subdivision Application: #2018-04
Applicant: SMH Management & Canalta Real Estate Services Ltd.
Legal: Lot 16 & 17, Block C, Plan 1120230
Civic: 6714 & 6710 – 49 Avenue

Recommendation:

That the subdivision application #2018-04 from SMH Management and Canalta Real Estate Services Ltd. to relocate existing lot lines (parcel 1: +/- 0.094 hectare, parcel 2: +/- 0.20 hectare) as shown on the Proposed Subdivision map has been evaluated in terms of Section 654 of the Municipal Government Act and Section 7 of the Subdivision and Development Regulations and having considered adjacent landowner(s) submissions, referral agency comments, the Town of Stettler's statutory planning documents, and other related municipal planning documents.

1. That the application is consistent with Section 7 of the Subdivision and Development Regulations;
2. That the application is consistent with the policies of the Municipal Development Plan; and
3. That the application is consistent with the Land Use Bylaw 2060-15.

Further, in accordance with Sections 654 and 655 of the Municipal Government Act, the application is approved subject to the following conditions:

4. Subdivision to be effected by a Plan of Survey, pursuant to Section 657 of the Municipal Government Act.
5. All outstanding Property Taxes to be paid to the Town of Stettler as per Section 654 (1) (d) of the Municipal Government Act.
6. The owner/applicant must ensure that any development complies with the terms of the Highway Commercial Design Guidelines.
7. The owner/applicant must ensure that any development on the newly created parcel must be serviced by Town of Stettler water and sanitary services coming off 67 Street located inside the East property boundary.
8. The owner/applicant must use the existing accesses on 67 Street and 49 Avenue, no new accesses will be permitted.
9. The owner/applicant must ensure that any development on the newly created parcel must be serviced by Town of Stettler water and sanitary services coming off 67 Street located inside the East property boundary.
10. The owner/applicant is responsible for making suitable arrangements with utility companies for provision of all services and/or necessary easements for utility rights-of-way.

IMPLICATIONS OF RECOMMENDATION

General:

The proposed subdivision to relocate the existing lot line of Two (2) Highway Commercial parcels (Bond-o and the vacant parcel to be developed). Due to future development plans on the vacant lot (6710 – 49 Avenue) the applicant would like to realign the lot line to correspond to future needs.

Town water and sanitary services are connected for the West lot and the East lot can be serviced from existing services at the East boundary of the property.

Legislation and Policy:

Staff has assessed this application against the provisions outlined in the:

- Town of Stettler Land Use Bylaw 2060-15.
- The Town of Stettler Municipal Development Plan.
- The Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26

Technical Review:

External Agencies and Adjacent Land Owners:

- Atco Electric – No concerns.
- AltaGas Utilities – No Concern
- Alberta Transportation – No Concerns

Internal Agencies:

- Director of Operational Services – Connection of water and sewer will be required at curb stop locations on East side of property coming off 67 Street. No new access will be allowed from 49 Avenue or 67 Street; must use existing access and parking lots for deliveries, loading, staff and patronage parking.

Technical Considerations:

- Topography – Flat
- Soil Characteristics – Sandy/Clay
- Accessibility to Road – 49 Avenue and 67 Street
- Water supply – Town System
- Sewage disposal – Town System
- The use of the land in the vicinity of the site – Highway Commercial

Alternatives:



- Defeat the application, citing reasons.

Authors:

Leann Graham, Director of Planning and Development



6710
49 Ave.

-  Existing Lots
-  Proposed Lot



1:500



Photo taken May 2017
Intended for general information only,
the Town of Stettler is not responsible
for any errors or omissions.
Datum: NAD 83
Projection: UTM Zone 12

MEMORANDUM

TO: TOWN OF STETTLER COUNCIL
FROM: GREG SWITENKY, CAO

DATE: 2018 09 18

RE: 2018 AUMA CONVENTION – SEPTEMBER 25-28, 2018 – RED DEER

Hotel reservations have been made for the 2018 AUMA Convention at the Sheraton Red Deer 3310-50 ave (403)-346-2091. Check-in is Tuesday, September 25 and Check-Out is Friday, September 28. Confirmation #'s are:

Mayor Sean Nolls	#423290
Councillor Al Campbell	#423291
Councillor Gord Lawlor	#423292
Councillor Malcolm Fischer	#423293
Councillor Chery Barros	#423294
Councillor Scott Pfeiffer	#423295
CAO Greg Switenky	#423296
CAO Greg Switenky	#423301
Assistant CAO Steve Gerlitz	#423298
Director of Operations Melissa Robbins	#423299
Director of Planning & Development Leann Graham	#423300

Reservations for Thursday evening supper have yet to be determined.

Meetings Scheduled

No meetings with the Provincial Ministries have been scheduled at this time.

ATCO Dinner

When: Wednesday, September 26
Where: One Eleven Grill, 5301- 43st Red Deer
Time: 6:30 p.m.
Website: <http://oneelevengrill.com/>

Receptions

(To be determined)

2018 AUMA Convention Agenda*

Tuesday, September 25

7:30 am – 6:00 pm	Registration
7:30 am - 8:45 am	Pre-convention Sessions - Continental Breakfast <i>(separate registration required)</i>
8:30 am – 3:30 pm	Pre-Convention Session: Municipal Corporate Planning and Finance (EOEP)
	Pre-Convention Session: Community Development through Citizen Engagement (EOEP)
	Pre-Convention Session: Legal Seminar (Hosted by Reynolds Mirth Richards and Farmer LLP)
1:00 pm – 4:00 pm	Pre-Convention Session: Experiential Blanket Exercise
3:30 pm – 4:30 pm	Networking Event for Convention Attendees <i>(Convention badge required)</i>
4:45 pm – 8:30 pm	Welcome to Red Deer! Host City Facilities Tour and Reception <i>(Pre-registration required; depart from Westerner Park)</i>

Wednesday, September 26

7:00 am – 4:00 pm	Registration
7:00 am – 8:00 am	Hot Buffet Breakfast
8:00 am	Morning Announcements
8:30 am – 9:45 am	Board and Committee Reports <i>(concurrent)</i> <ul style="list-style-type: none"> • Don't be Railroaded by Rights of Way <i>(Small Communities Committee)</i> • You've Recycled It – But What Happens Next? <i>(Sustainability and Environment Committee)</i> • Where's the Steering Wheel: Autonomous Vehicles are Here <i>(Infrastructure and Energy Committee)</i> • In the Red Zone: What the Upcoming Provincial Election Means for Municipalities <i>(Municipal Governance Committee)</i>
10:00 am – 11:30 am	CAO/CFO Session – Creating a Culture of Employee Engagement
10:15 am – 11:30 am	Board and Committee Reports <i>(concurrent)</i> <ul style="list-style-type: none"> • Deconstructing the Opioid Crisis <i>(Safe and Healthy Communities)</i> • Advocacy 101: Advancing the Municipal Agenda <i>(AUMA Executive Committee)</i> • Enterprise Risk Management – What Is It and Why Do Municipalities Need It? <i>(Audit and Finance Committee)</i>

	<ul style="list-style-type: none"> Public Sector Pension Joint Governance – The Times They Are-A-Changin’ (APEX Board of Directors)
11:30 am – 12:15 pm	Buffet Lunch
12:30 am – 2:15 pm	Opening Ceremonies, <ul style="list-style-type: none"> Keynote Speaker Melissa Arnot AUMA Awards
2:15 pm – 3:00 pm	Resolutions (Part 1)
3:00 pm – 5:30 pm	Trade Show Opens: AMSC Trade Show Dessert Reception
4:30 pm – 6:00 pm	Municipal Affairs Reception
After 6:00 pm	Sponsors’ Networking Events

Thursday, September 27

7:00 am – 4:00 pm	Registration
7:00 am – 8:00 am	Hot Buffet Breakfast
7:30 am	Morning Announcements
8:00 am – 9:00 am	Power Hour for CAOs in Trade Show
8:00 am – 9:00 am	Education Session #1 (<i>concurrent</i>) <ul style="list-style-type: none"> If You Can’t Say Anything Nice: Responding to Online Anger and Conflict AHS: A Roadmap to Alberta’s Health Collaboration? Really? But Isn’t Economic Development ALL About Competition? Alberta’s Ombudsman: Exploring to Relationship Between the Ombudsman and Municipalities Integrated Project Delivery: Model Overview and Owner’s Experience Panel
9:00 am – 2:00 pm	Trae Show Opens
9:15 am – 9:30 am	Address from the Minister of Municipal Affairs
9:30 am – 10:30 am	Dialogue Session with Provincial Ministers <ul style="list-style-type: none"> Minister Mason Minister Phillips Minister Sabir
10:30 am – 11:30 am	Dialogue Session with Provincial Ministers <ul style="list-style-type: none"> Minister Anderson

	<ul style="list-style-type: none"> • Minister Ceci • Minister Ganley • Minister Hoffman
11:30 am – 12:00 am	Address from Premier <i>(tentative)</i>
12:00 pm – 2:00 pm	Trade Show Buffet Lunch & Prize Draws
2:15 pm – 3:15 pm	Education Session #2 (concurrent) <ul style="list-style-type: none"> • Transformative Collaboration for Unstoppable Communities • From Russia with ... Love? A New Take on Cyber Security • So, You're Hiring a CAO? How to Recruit and Build a Successful Relationship With Your New CAO <i>(presented in conjunction with LGAA)</i> • Building Community Leadership for Healthy Citizens, Communities and Environments through Recreation and Parks <i>(presented in conjunction with ARPA)</i> • Affordable Housing in Your Community
3:30 pm – 4:30 pm	Keynote – Doug Griffiths
After 6:00 pm	Sponsors' Networking Events
7:00 pm – 11:00 pm	A Red Deer Affair <i>(Ticketed event)</i>

Friday, September 28

7:00 am	Registration and Hot Buffet Breakfast
7:30 am	Morning Announcements
	Annual General Meeting
	Member Priorities Survey
8:25 am	Opposition Leaders
9:20 am	Election of AUMA Directors
	FCM Update
	Election of AUMA Vice Presidents
	Resolutions – Part 2
	Introduction of 2018-2019 Board of Directors
	Convention Close <ul style="list-style-type: none"> • Keynote – Adam Growe <i>(Host of Cash Cab, will be giving prizes live on stage)</i> • Prize Draws
12:00 pm	Box Lunch to Go – See you in Edmonton in 2019!

***Agenda is subject to change**



2018 Resolutions Book

Version 2 - August 29, 2018

Alberta Urban Municipalities Association

**2018 Convention
Red Deer, Alberta
September 26-28, 2018**

Resolutions Sessions:

**First Session – September 26, 2018
Second Session – September 28, 2018**

Resolutions for Discussion at the 2018 Annual AUMA Convention

Table of Contents

AUMA RESOLUTIONS POLICY		Page 4
CATEGORY PROVINCIAL SCOPE		Page 14
RESOLUTION 2018.A1	Alberta Municipal Benchmarking Initiative City of Lethbridge	Page 15
RESOLUTION 2018.A2	Provincial Government Consultation and Communication Protocol with Municipalities Town of Falher	Page 17
RESOLUTION 2018.A3	Designated Industrial Property Requisition Tax Rate Town of Penhold	Page 19
RESOLUTION 2018.A4	Paying for Highway Improvements Caused by Development Town of Edson	Page 21
RESOLUTION 2018.A5	New Regulated Rate Schedule for Low Wattage Devices Town of Taber	Page 26
RESOLUTION 2018.A6	Financial Assistance for Electric Vehicle Fast-Charging Stations Municipality of Jasper	Page 28
RESOLUTION 2018.A7	Alberta Historic Resources Foundation Funding City of Lethbridge	Page 30
RESOLUTION 2018.A8	Equitable Provincial Charitable Gaming Model City of St. Albert	Page 32
RESOLUTION 2018.A9	Victim Services Units Funding Town of Falher	Page 34
RESOLUTION 2018.A10	Provincial Police Act Overhaul City of Calgary	Page 38
RESOLUTION 2018.A11	STANDATA Process in Alberta City of Lethbridge	Page 41
RESOLUTION 2018.A12	Gas Fired Appliances City of Lethbridge	Page 44
RESOLUTION 2018.A13	Senior Care Town of Penhold	Page 46
RESOLUTION 2018.A14	Home Hemodialysis Town of Strathmore	Page 48
CATEGORY EXTRAORDINARY		Page 50
RESOLUTION 2018.E1	Cannabis Assessment and Taxation Town of Sundre	Page 51

NOTE: There are no 2018 resolutions in the categories of Strategic/Business Plan Scope, Endorsement Requests, or Targeted Scope.

AUMA Resolutions Policy

AUMA Resolutions Policy

POLICY NO. AP002 – Revised March 2018

General

1. Resolutions should address a topic of concern affecting municipalities on a regional or provincial level, and must be approved by the council of the sponsoring municipality.
2. Resolutions must not direct a municipality to adopt a particular course of action, but must be worded as a request for consideration of the issue seeking action by the Alberta Urban Municipalities Association (“AUMA”).
3. Each resolution must be submitted:
 - (a) electronically;
 - (b) in the appropriate format;
 - (c) along with council minutes that show proof of the sponsoring municipality’s council approval; and
 - (d) in adherence to the guidelines presented in this Policy.
4. Resolutions may be submitted for consideration at the AUMA annual Convention by:
 - (a) a regular member or group of regular members; or
 - (b) the AUMA Board of Directors.
5. Resolutions shall be in the form:

WHEREAS ...
AND ...
IT IS THEREFORE RESOLVED THAT the Alberta Urban Municipalities Association (take some action) ...
6. Each resolution shall be written in the following format:
 - (a) A title that is concise yet specific to the issue in the resolution;
 - (b) The Preamble of the resolution (beginning with “WHEREAS” ...);
 - i) must describe the issue or opportunity that the resolution is bringing forward;
 - ii) should outline the applicable legislation and, where possible, the specific section of the Act or Regulation; and
 - iii) should ideally not exceed five clauses.
 - (c) The operative clause of the resolution (i.e. beginning with “IT IS THEREFORE RESOLVED THAT” ...) must:
 - i) clearly set out what the resolution is meant to achieve;
 - ii) state a specific proposal for action;

- iii) specify who should be taking the action (e.g. the federal or provincial government, AUMA, or another party) and the role for AUMA that is being requested or proposed; and
 - iv) be straightforward and brief so that the intent of the resolution is clear. Generalization should be avoided. Resolutions that are too general or fail to meet this format may be returned to the sponsoring municipality.
7. Each resolution should be accompanied by background information outlining the issue as it relates to the sponsoring municipality, when and how often the resolution has been submitted in the past, and how the resolution is related to AUMA policy. This material will assist the AUMA Municipal Governance Committee, and later the Resolutions Session, in understanding the issues.
8. Resolutions must be submitted to the AUMA Chief Executive Officer no later than May 31 each year, provided that, the Chief Executive Officer may grant an extension of the deadline:
- (a) if the Convention is scheduled later than Thanksgiving Day in any year; or,
 - (b) if requested by a member, when the Chief Executive Officer is satisfied that valid conditions have made it impossible for the member to submit the resolution by the deadline date.
9. The annual call for resolutions may include information on key issues identified in the AUMA strategic or business plan on which the AUMA Board of Directors wishes to focus and/or information regarding any other matters on which AUMA seeks assistance in the coming year. As well, the annual call for resolutions will remind members that alternatives to Convention resolutions available during the year include bringing Requests for Decisions to the appropriate Municipal Leaders' Caucus and bringing a matter directly to the attention of the AUMA Board of Directors.

Extraordinary Resolutions

10. A resolution arising from the proceedings of the Convention or related to a matter of an urgent nature arising after the resolution deadline may be considered an extraordinary resolution on a case-by-case basis.
11. A regular member wishing to propose an extraordinary resolution shall provide notice to the AUMA Chief Executive Officer as soon as possible with a deadline of the first day of Convention. The extraordinary resolution must also include:
- (a) a rationale of why the resolution is extraordinary;
 - (b) an electronic copy of the resolution via email that adheres to resolution formatting guidelines presented in Sections 5 and 6;
 - (c) proof of the council's approval for the sponsoring municipality; and

- (d) 1,000 printed copies of the resolution, which requirement may be waived if AUMA determines in advance that there is sufficient time to publish the extraordinary resolution in the Convention handbook, website, or ability to distribute the resolution appropriately in another manner.
12. The determination whether the proposed resolution meets the criteria of an extraordinary resolution will be made by:
- (a) in the case of a proposed extraordinary resolution submitted after the resolution deadline but before the final AUMA Board of Directors meeting prior to the Convention, by the Board on the recommendation of the Municipal Governance Committee; or
 - (b) in the case of a proposed extraordinary resolution submitted after the final AUMA Board of Directors meeting prior to the Convention, by the Executive Committee of the AUMA Board of Directors, in consultation with the either Resolutions Session Chair or Municipal Governance Committee Chair.
13. The criteria of an extraordinary resolution is that it must:
- (a) deal with an emergent issue of concern to the general membership that has arisen after the resolution deadline or just prior to the resolution deadline such that they could not come forward as a resolution in time; and
 - (b) have a critical aspect that needs to be or will be addressed before the next Convention; and
 - (c) comply with the guidelines for resolutions set out elsewhere in this policy.
14. Prior to the merits of any proposed extraordinary resolution being debated, a 2/3 majority vote is required to determine whether it meets the criteria in Section 13 and therefore will be considered at the Resolutions Session.
15. Extraordinary resolutions accepted for consideration by the Resolutions Session shall be presented following debate of the Targeted Scope resolutions.

Administrative Review

16. The AUMA Chief Executive Officer may return any submitted resolution to the sponsoring municipality to have deficiencies corrected or to clarify details of the resolution.
17. Deficiencies may include but are not limited to:
- (a) absence of any indication of the resolution being endorsed by the Council of the sponsoring municipality;
 - (b) the Preamble includes statements contradictory to the operative clause or lacks necessary details;
 - (c) lack of a clear supporting narrative where the rationale of the resolution is unclear;

- (d) unclear background and Preamble; and
 - (e) incorrect or misleading statements within the resolution or within the supporting background information and/or documentation.
18. Each resolution and accompanying background information may undergo fact-checking to ensure details relating to the resolution are accurate.
19. The AUMA Chief Executive Officer may request and accept from AUMA staff an opportunity to provide further background material on a resolution.
20. The return by the AUMA Chief Executive Officer of any proposed resolution for the correction of any deficiencies will not affect its categorization nor will it disqualify a resolution submitted on time.

Committee Review

21. The Municipal Governance Committee shall serve as the AUMA Resolutions Committee and review each proposed resolution for format and content and may recommend that the AUMA Board of Directors refuse to submit to the Resolutions Session any resolution deemed inappropriate for consideration by the AUMA.
22. The Municipal Governance Committee will notify the appropriate Standing Committee of any proposed resolution(s) related to its policy or policies
23. The Municipal Governance Committee may:
- (a) amend the grammar or format of the resolution;
 - (b) consolidate resolutions of similar intent or subject matter;
 - (c) provide comments on each resolution regarding its background;
 - (d) inform the sponsoring municipality where the resolution will materially change or contradict current AUMA policy;
 - (e) recommend to the AUMA Board of Directors that resolutions already adopted and/or forming AUMA policy not be considered at the Convention, and be returned to the sponsor(s) of the resolution(s) with an explanation of the reason for return;
 - (f) refer resolutions back to the sponsor municipalities for deficiencies including but not limited to those outlined in Section 17; and
 - (g) provide comments on each resolution with respect to updates on the policy topic as appropriate and alignment with other AUMA policies.
24. When the Municipal Governance Committee determines that a proposed resolution is appropriate for submission to the Resolutions Session, it shall categorize the resolution as one fitting into the category of either:

- (a) AUMA Strategic/Business Plan Priorities, including matters related to the implementation of the AUMA strategic and/or business plans;
 - (b) Provincial Scope, including resolutions that address matters of significance to all or most municipalities in the province;
 - (c) Targeted Scope, including resolutions that address matters of significance to all or most municipalities located in one area of the Province, region, or municipal members of a similar size;
 - (d) Endorsement Requests, including requests of regular Members to endorse positions they are taking without any advocacy action by AUMA; or
 - (e) Non-Municipal Matters, including matters outside of municipal jurisdiction and therefore not appropriate for presentation to the Resolutions Session shall also be categorized by the Municipal Governance Committee.
25. The Municipal Governance Committee will prepare a Resolutions Book, which will include all proposed resolutions determined appropriate for submission to the Resolutions Session, including the following information on each resolution:
- (a) Number and Title of Resolution;
 - (b) Name of Sponsoring Member(s);
 - (c) Proposed Resolution;
 - (d) Resolutions Category; and
 - (e) Municipal Governance Committee comment (if any).
26. Resolutions will appear in the Resolutions Book along with the Resolutions Session Agenda and Resolutions Policy in the following order:
- (a) AUMA Strategic/Business Plan Priorities;
 - (b) Provincial Scope;
 - (c) Targeted Scope; and
 - (d) Endorsement Requests.
27. The Resolutions Book will be forwarded to the AUMA Board of Directors, and upon the AUMA Board of Directors having approved the Resolutions Book, proposed resolutions assigned to the Non-Municipal Matters category will be returned to the sponsoring member(s) with an explanation of why the resolution(s) will not appear in the Policy and Resolutions Book at the Resolutions Session.
28. The AUMA will electronically publish and distribute the Resolutions Book to members at least eight (8) weeks prior to Convention.

Resolutions Session Agenda

29. The AUMA Board of Directors, after consulting with the Municipal Governance Committee Chair, will appoint a Resolutions Session Chair.
30. As provided in the Bylaws, quorum for all proceedings at a Resolutions Session will be comprised of representatives of twenty-five percent [25%] of the Regular Members.
31. Prior to the beginning of the Resolutions Session, the Resolutions Session Chair will ask for a motion from the floor to adopt the Resolutions Session Agenda as presented in the Policy and Resolutions Book.
32. Amendments from the floor to the Resolutions Session Agenda will be accepted when duly moved and seconded.
33. A 2/3rds majority of the delegates present will be required to change the Resolutions Session Agenda.
34. If there are no amendments to the Resolutions Session Agenda, resolutions will be debated in the order they are presented in the Resolutions Book. No further amendments to the resolution agenda will be accepted.

Considering Resolutions

35. The Resolutions Session Chair will introduce each proposed resolution by indicating its number, title, the name of the sponsoring municipality, and the action being voted on.
36. The Resolutions Session Chair will then call on the sponsoring municipality to move the resolution.
37. The Resolutions Session Chair will then call for a supporting municipality to second the resolution. If no municipality seconds the resolution, the resolution dies. Immediately after the resolution is seconded, the spokesperson from the sponsor municipality that moved the resolution will have up to two minutes to speak to the resolution. The spokesperson that seconded the resolution will also have up to two minutes to speak to the resolution.
38. Resolutions must be moved by an elected official from the sponsoring municipality. However, in the event that the elected official moving the resolution is unable to speak on behalf of the resolution, the sponsoring municipality's Chief Administrative Officer may speak on behalf of the resolution at the discretion of the mover.
39. Following a resolution being seconded, Resolution Report comments developed by the Municipal Governance Committee may be presented to the Resolutions Session. These comments must be approved in advance by the AUMA Board of Directors. The

spokesperson shall be the Chair of the Municipal Governance Committee, or the Vice-Chair if the Chair of the Municipal Governance Committee is acting as the Resolutions Session Chair, or a designate as determined by the Chair of the Municipal Governance Committee. Following these comments, the resolution is open for debate.

40. As provided in the AUMA Bylaws, the persons entitled to speak in favour and opposed to a resolution during the Resolutions Session are:
 - (a) those elected representatives in attendance whose municipalities are Regular Members of the Association in good standing;
 - (b) in the event a Regular Member is unable to be represented at the Resolutions Session by an elected representative, an official appointed by motion of the Council to represent it, provided that notice of such appointment is submitted in writing to the AUMA Chief Executive Officer at least three (3) days prior to the date of the Resolutions Session; and
 - (c) upon a motion from the floor or at the discretion of the Resolution Session Chair, a representative of an Associate Member.
41. No debate on accompanying background material and information for resolutions will occur.
42. In the case of a proposed new Policy Position Paper, the Resolutions Session Chair will allow a spokesperson or designate a maximum of five (5) minutes to introduce the new Policy Position Paper and place the resolution on the proposed new policy before the Convention and to name the seconder.
43. Following the initial speaker, the Resolutions Session Chair will then call alternately for persons opposing and supporting the resolution. These speakers will have a two (2) minute time limit and shall not speak more than once on any one question. When no opposing position speaker is available, the Resolutions Session Chair will declare the end of the debate and the spokesperson will be allowed one (1) minute for the closing of debate.
44. If no one rises to speak in opposition to a proposed resolution, the question will be immediately called.
45. A sponsoring municipality may withdraw a proposed resolution when the resolution is introduced but before the motion is seconded and accepted by the Resolutions Session Chair. In this event, the Resolutions Session Chair shall declare the resolution withdrawn and no further debate or comments will be allowed.
46. Amendments, including "minor amendments" from the floor will be accepted when duly moved and seconded. Amendments, including "minor amendments" are encouraged to be submitted in writing to the Resolutions Session Chair prior to the amendment being introduced but verbal amendments will also be accepted from the floor.

47. The Resolutions Session Chair will rule whether or not an amendment complies with the intent of the original resolution.
48. Debate procedures for an amendment shall be the same as for a resolution as set out in Sections 38 to 45.
49. The conflict of interest guidelines for council votes, as outlined in the *Municipal Government Act*, shall also apply to Convention resolution votes for all delegates. It is incumbent upon each delegate to ensure adherence to this rule.
50. Voting may, at the discretion of the Resolutions Session Chair, be by:
 - (a) a show of hands of eligible voters;
 - (b) electronic means; or
 - (c) paper ballot.
51. The number of votes necessary for any resolution to pass is a simple majority of votes cast for that resolution (50 per cent plus one vote).
52. As long as there is a quorum present (Section 30), the Resolutions Session shall not be closed until all resolutions listed in the agenda are debated and voted upon, or the allotted time for the Resolutions Session has expired, unless the majority of delegates present vote to extend the allotted time.
53. Resolutions which are not debated at a Convention Resolutions Session because of insufficient time or lack of quorum will be considered by the Municipal Governance Committee, with its recommendations, to a meeting of the AUMA Board of Directors following the Convention.

Carried Resolutions

54. Resolutions carried by the membership:
 - (a) shall not be amended or modified by AUMA Administration or the AUMA Board of Directors except as provided for below;
 - (i) in the event that AUMA Administration determines that the background information or Preamble are materially incorrect or misleading, Administration may recommend to the Board amendments to the background information or Preamble before further action is taken.
 - (b) which involve advocacy to the provincial or federal governments, or other organizations, will be grouped by topic and submitted to the relevant ministry or organizations. Responses to the resolutions will be referred to the relevant AUMA Standing Committee, which will make a recommendation on any further action to the AUMA Board of Directors; or

(c) which involve other actions by the AUMA, will be referred directly to the relevant AUMA Standing Committee which will make a recommendation on action to the AUMA Board of Directors.

55. The AUMA Chief Executive Officer will collect all advocacy responses and prepare a status of resolutions inventory on the AUMA website. The status of resolutions inventory will include the responses and an indication of what (if any) follow up action AUMA will take with regards to any resolution for which the advocacy was not successful.

56. Resolutions brought forward by regular members have an active life of up to three (3) years if not successfully completed before then, following which they are deemed inactive. AUMA Board-sponsored Policy Position Papers are considered "active" until the AUMA Board of Directors deems them to be completed or inactive.

2018 Resolutions

CATEGORY PROVINCIAL SCOPE

AUMA Resolutions Policy:

The **Provincial Scope** category contains resolutions that address matters of significance to all or most municipalities in the province.

14 resolutions are recommended under this Category.

WHEREAS the Alberta Municipal Benchmarking Initiative (AMBI) is a collaboration of small and large municipalities;

WHEREAS this initiative has developed and implemented a framework that has enabled a continuous multi-year benchmarking process for the participating municipalities;

WHEREAS participating municipalities received key benefits in sharing ideas, using the network to discuss results and share practices and strategies collaborating on creative solutions to improve performance; and

WHEREAS participating municipalities received additional funding in March 2018 from the Alberta Community Partnership (ACP) to continue updating the benchmark reports with data from recent years.

IT IS THEREFORE RESOLVED THAT the AUMA encourage municipalities to participate and collaborate, utilizing the AMBI grant from Alberta Municipal Affairs for ongoing benchmarking comparisons; and

FURTHER BE IT RESOLVED THAT the AUMA lobby the Government of Alberta to provide funding for the Alberta Municipal Benchmarking Initiative program.

BACKGROUND:

The Alberta Municipal Benchmarking Initiative is a collaboration of small and large-municipalities. Their objective is to develop and implement a framework that will enable a continuous, multi-year benchmarking process for participating municipalities. The initiative includes identifying and gathering comparable metrics and preparing benchmarking reports to prompt questions, start discussions, identify and share leading practices, and ultimately improve the municipal services provided to Albertans.

The program began in November 2012 with a grant from Municipal Affairs' Regional Collaboration Program (Alberta Community Partnership). The grant was used to engage a consultant for initial data collection from 2009 to 2012, comparative analysis and reporting. Participating municipalities in phase two updated the data from 2012 to 2014.

A benchmark is an established point of reference against which things can be measured and compared. In this case, the benchmark is municipal service delivery metrics over time.

The data gathered in the benchmarking exercise sets the stage for each municipality to identify trends, compare their process with other municipalities, and encourage continuous improvement and effective positive change in the delivery of services to their residents.

The benefits and value of benchmarking includes the following:

- It helps tell the municipal "performance story"
- Benchmarking is a sound business practice often used by governments and private sector
- It assists municipalities in sharing knowledge and best practices, and builds awareness of the value of collaboration
- It identifies opportunities to improve service delivery and cost savings
- It helps to align service requirements with budget
- It encourages a culture of continuous improvement
- It demonstrates transparency and accountability and value for money

One of the key benefits is to share ideas, partners use the network to discuss results and share their practices and strategies. It often starts with a question. Why did we get these results? How can we improve? What does your program look like?—and ends with collaboration on creative solutions to improve performance.

AUMA Comments:

- AUMA does not have a current policy position on this specific issue.

WHEREAS municipalities have a responsibility for the provision of good government, the provision of services, facilities, or other things that in the opinion of council, are necessary or desirable for the municipality and to develop and maintain safe and viable communities as per the *Municipal Government Act* RSA 2000 c. M-26;

WHEREAS the municipal/provincial relationship is vital to ensure that such good government and services can effectively be provided;

WHEREAS the challenges of effective consultation and communication between municipal and provincial government are evident and are impeding municipal government from effectively fulfilling its duties and calls into question the province's commitment to working with municipal elected officials to their fullest capabilities;

WHEREAS a municipality is a creature of the province with a limited amount of natural person powers given to it by the *Municipal Government Act*; and

WHEREAS the province is required by that same legislation to provide municipalities with clear and concise direction which would require direct interaction.

IT IS THEREFORE RESOLVED THAT the Alberta Urban Municipalities Association (AUMA) advocate for the Government of Alberta to engage municipalities in establishing and implementing a consultation and communication protocol, which recognizes and acknowledges the legislated significance of municipal elected officials.

BACKGROUND:

Alberta municipal elected officials are concerned and challenged with the absence of direct communication and difficulty utilizing or having access to limited channels to arrange meetings with provincial elected officials.

For example, provincial elected officials visiting municipalities or regions are not consistently informing municipalities of the visit. When the municipality learns about the visit after the provincial elected official has arrived, local elected officials lose the opportunity to share information and develop relationships with the provincial elected official. In late 2017, Alberta Health Minister Hoffman visited Falher and we did not learn of the visit until it had concluded and Minister had left the region.

In addition, there is a need for the province to be more responsive to municipal questions and concerns. For example, The Town Falher sent a letter to a Minister in August of 2016 and did not receive a response until June 2017. Given the pace of change the province is experiencing, more timely communications between governments is necessary.

Due to the difficulties encountered to schedule appointments or converse with provincial elected officials, municipalities are not sufficiently consulted on various issues that directly affect the residents of Alberta under the direct care of locally elected officials.

The Rural Municipalities of Alberta adopted a similar resolution during their fall 2017 convention.

AUMA Comments:

- AUMA consistently advocates that municipalities should be treated as partners by the provincial and federal government and should be proactively engaged in legislation, policies and programs that impact us.

WHEREAS the Province of Alberta has taken over responsibility for the assessment of all designated industrial property;

WHEREAS municipalities are required to collect and forward a requisition to the province to cover the cost of the centralized assessment process; and

WHEREAS the administrative cost of tracking, collecting, and forwarding the requisition to the province exceeds the entire value of the requisition in some municipalities.

IT IS THEREFORE RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta amend the *Municipal Government Act* to enable municipalities to cover the value of the requisition as they see fit, rather than requiring them to carry out a prescribed requisition process.

BACKGROUND:

Alberta Municipal Affairs has taken over the assessment of properties classified as designated industrial property through amendments to the *Municipal Government Act*. The purpose of this change was to ensure that a consistent and fair assessment be done throughout the Province from one assessing district to another. To cover the cost of the assessment process, the province added Section 359.3 to the *Municipal Government Act* requiring municipalities to collect a requisition from designated industrial property owners and forward it to the province.

While the centralization of industrial assessment is a good change in general, the requirement for municipalities to track, collect, and forward the requisition to the province is problematic. Given the small number of designated industrial properties in some communities, the administrative cost can be significantly higher than the entire amount collected through the requisition. This is particularly the case in small communities.

The Town of Penhold is to collect \$158.00 for 2018 requisition. The time and expense for collection of the requisition over the past year was anticipated to be more than \$1,100 to deliver this service. This expense will come down year over year. However, it appears that the cost will always exceed the revenue intake.

The requirement to collect the requisition is inefficient and unnecessary. Municipalities should have the option to provide the province with the value of the requisition through other means. For example, it may be a financially prudent decision to simply pay the province the value of the requisition out of general revenues rather than pay a higher amount to administer the requisition. Section 359 of the *Municipal Government Act* should be amended

to enable greater flexibility for municipalities to determine the best option for covering the cost of designated industrial property assessment.

AUMA Comments:

- AUMA does not have a current policy position on this specific issue.

WHEREAS the Alberta Ministry of Transportation adopted Policy Number TCE-TS 509 on October 10, 2007 titled “Who Pays for Highway Improvements Caused by Single Developments, Multiple Developments, or In Support of New Developments Identified by the Department as Future Work”;

WHEREAS pursuant to section 4(e) of this policy, a cost sharing formula only applies to projects listed within the Alberta Ministry of Transportation three year business plan, and any cost sharing requests outside the one to three year business plan horizon are to be considered depending on their amount of benefit to the Ministry;

WHEREAS Policy Number TCE-TS-509 applies to all municipalities within the Province of Alberta, and does not make any differentiation with regard to the population of a municipality, or that municipality’s proximity to a Provincial Highway;

WHEREAS smaller municipalities in proximity to a Provincial Highway are less likely to be identified for projects inside the Ministry’s three year business plan horizon; and

WHEREAS this lack of differentiation between municipalities has resulted in an inequitable disbursement of Provincial assistance for the funding of highway improvements identified as necessary by the Ministry.

IT IS THEREFORE RESOLVED THAT the Alberta Urban Municipalities Association urge the Government of Alberta to consider review and amendment of Policy Number TCE-TS 509 in order to produce a policy that is more equitable to all municipalities, taking into consideration their size and proximity to a Provincial Highway.

BACKGROUND:

The current Alberta Ministry of Transportation Policy Number TCE-TS 509 outlines the provincial policy for who will pay for highway improvements that they deem to be required. This policy affects the Town of Edson greatly, considering that the Trans-Canada Highway passes directly through our municipality, as well as affecting other municipalities in highway proximity.

Whenever there is a subdivision within 1.6 km of a provincial highway (this number was .8 km until amendments to the Subdivision and Development Regulation were adopted last November), the municipality is required under the Subdivision and Development Regulation to send a referral to Transportation. At that point, if Transportation deems that the subdivision has an impact on their highway and improvements are required, such as road widening for free flow connector lanes, their policy takes effect. Transportation may refuse to allow a development until the required improvements are constructed. If the construction is

in Transportation's three year business plan horizon, the Province will pay for the construction. If the project is not in their horizon, the policy states whether the municipality, the developer, or both pay for the upgrades.

Since the Transportation formula for their business plan is based on traffic volumes dictating need, larger centres with quickly growing populations are always on the horizon. Municipalities that have close proximity to the highway with a smaller population do not make it into the forefront, therefore placing the upgrade costs on the municipality and/or the developer. In addition, smaller municipalities along the highways do not have the population/taxation base that larger centres have in order to raise the funds. This lack of differentiation between circumstances has caused an inequitable disbursement of Provincial assistance for the funding of improvements that are deemed necessary by Transportation.



DEPARTMENT POLICY STATEMENT

TITLE	Who Pays For Highway Improvements Caused By Single Developments, Multiple Developments, or In support of New Developments Identified by the Department as Future Work.	
Division/Branch	Transportation and Civil Engineering	
	Technical Standards Branch	
Version Number 001	Replaces Previous Policy Number New Policy	Effective Date October 10, 2007
Purpose	<p>To provide clarity on who should pay for highway improvements when:</p> <ul style="list-style-type: none"> • A single development generates traffic volumes that create the need for highway improvements. • More than one development generates the traffic volumes that create the need for highway improvements. • New developments advance the need for highway improvements or infrastructure identified by the department for future construction. 	
Context	<p>Municipalities have been given autonomy for land use decisions and development approvals under the Municipal Government Act. Municipalities are the land use approving authorities for new developments within their boundaries.</p> <p>Provincial policy requires municipalities take responsibility for addressing impacts on provincial highway systems resulting from land use decisions and development approvals.</p> <p>Municipalities have the ability to collect off-site levies from developers and receive provincial transportation grants which can be used to fund highway improvements associated with new developments.</p>	
Principles	<ol style="list-style-type: none"> 1. When a single development with a private means of access to the provincial highway causes the need for highway improvements the developer shall be responsible for the costs and construction of highway improvements to standards approved by the department. 2. When a single development accesses a provincial highway at a local road intersection, the municipality responsible for approving the land use and who is the road authority is to submit application to the department for approval of the highway improvement and pay for and construct the highway improvement(s) to department standards. 3. When a public road intersection is utilized by more than one development, and when an engineering assessment indicates highway improvements are required to support the total traffic generated, the 	

August 2007

municipality is to arrange payment for and construct the highway improvement(s) to department standards.


4. When a new development is proposed it may often generate new traffic that results in a need to advance highway improvements previously identified by the department for future consideration.
 - a. Developers are to work with the municipality to provide an analysis of road improvements required and to address local road intersection concerns.
 - b. The municipality is to submit all resulting proposals to the department.
 - c. When an engineering assessment of the highway intersection identifies the need to advance highway improvements, a development permit shall be issued by the department if the highway improvements are constructed or written confirmation from the municipality advising they will pay for the highway improvement.
 - d. In all instances, municipalities shall pay for any changes required to highway intersections either constructed, to be constructed or under construction that are a result of developments approved by the municipality.
 - e. When the department has identified the need for future highway improvements at an intersection where a proposed new development is located, it may, budget-permitting, provide the opportunity for a cost-share arrangement based upon the following criteria:
 - i. Only projects already identified on the department's business plan shall qualify for cost-sharing (see Note 1).
 - ii. The municipality shall provide funding based upon the following formula.

Years Advanced	Municipal Contribution (%)	Provincial Contribution (%)
1	10	90
2	20	80
3	30	70
>3	40-100	0-60

Any cost sharing requests for projects outside of the 1 – 3 year time horizon shall be at the determination of Technical Standards Branch, and will range between 0% and 60% depending on the benefit to the Department, and the number of years the work is advanced.

Note 1: When a highway is under construction or within the three-year business plan, and new development traffic changes the magnitude of work being planned by the department, the municipality shall pay for the additional costs, or construct the improvements to department standards.

August 2007

Criteria	The highway improvement, prior to approval, must meet all department standards.
Definitions	Highway Improvement is defined as any construction, placement or modification of highway infrastructure. Examples include, but are not limited to: intersection improvements, interchange construction, pavement of gravel highways, capacity improvements necessitated by development, installation of traffic control devices.
References	Public Highways Development Act, Provincial Land Use Policies, Municipal Government Act, Subdivision and Development Regulation Highway Geometric Design Guidelines.
Approved by	<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;">  <hr/> Jay G. Ramotar, Deputy Minister </div> <div style="text-align: center;"> Oct 10/07 <hr/> Date </div> </div>

AUMA Comments:

- AUMA has requested that the Ministers of Transportation and Municipal Affairs establish a working group made up of the province, municipalities and the development industry regarding highway connectors and related planning and funding processes, as arising from recent changes to the *Municipal Government Act*.

WHEREAS many municipalities are seeking options to provide access to Wi-Fi in public places;

WHEREAS streetlights are one of the best option for affixing Wi-Fi access points, as they are ideally located for the provision of Wi-Fi in public places and for maintenance of devices;

WHEREAS the Alberta Utilities Commission is responsible for approving rate schedules that include a minimum charge to cover the costs of transmission and distribution;

WHEREAS currently the default approach for wires service providers is to apply a “small general service rate” to any device attached to streetlights that usually includes a rate minimum for demand that far exceeds the demand of the device; and

WHEREAS Wi-Fi access points only use approximately 2 to 20 watts, whereas rate minimums range from approximately 3kW to 5kW.

IT IS THEREFORE RESOLVED THAT the Alberta Urban Municipalities Association request that the Alberta Utilities Commission work proactively with wire service providers to develop a new regulated rate schedule for low wattage devices on streetlights.

BACKGROUND:

In 2017, the Town of Taber wished to implement Wi-Fi in its downtown core using new technology that used minimal power. The streetlights in the community would be the logical choice to place the Wi-Fi extenders, however the municipality was faced with usage rates that constituted a 3 kilowatt minimum charge per device per month, despite the devices only using 2.5 watts each per month. The power these Wi-Fi extenders consumed constituted only 0.5% of the mandatory 3kW rate charge minimum. Devices that would have cost only a few cents would have been regulated to cost exponentially more. The Town of Taber found the minimum rate structure to be cost prohibitive to the project, and had to create public-private partnerships with local businesses to supply power to the devices instead of using municipal infrastructure. Had those partnerships not been sought, the project would not have been implemented, meaning a loss of service and innovation to our community.

A neighbouring community (Vauxhall) was faced with the same regulated minimum rate structure and ultimately deemed the project too cost prohibitive to continue.

The current minimum rate structure does not reflect the innovation and efficiency in modern technology. Many devices, including Wi-Fi repeaters, use minimal electricity for their functions. Municipalities are therefore faced with choosing either fiscal responsibility or service implementation. This dilemma also prohibits increased innovation in Alberta

municipalities who may wish to test new technologies that utilize insignificant amounts of electricity. As technology continues to develop and become more energy-efficient, the current minimum rate will become even more disparate to the actual use of electricity for such devices.

This proposed resolution seeks to add a new regulated rate that charges a much lower fee to reflect emerging technologies' minimal usage of power. This will allow municipalities to implement services and innovating technologies without the burden of added costs.

AUMA Comments:

- AUMA does not have a current policy position on this specific issue.

WHEREAS the Alberta government has committed to taking action on climate change with the Climate Leadership Plan, a strategy designed to diversify our economy, create jobs and reduce greenhouse gas (GHG) emissions that cause climate change;

WHEREAS the Alberta government has implemented a carbon levy on all transportation and heating fuels which emit greenhouse gases when burned to encourage Albertans to reduce carbon pollution from their homes and from the province's approximately three million registered vehicles;

WHEREAS the federal government is committed to reducing GHG emissions contributing to climate change, and has a plan to complete a coast-to-coast network of electric vehicle (EV) fast chargers on the national highway system and through Natural Resources Canada has offered the Electric Vehicle and Alternative Fuel Infrastructure Deployment Initiative, funding 50 per cent of the capital cost of DC Fast Charging (Level 3) EV chargers;

WHEREAS supporting the emerging technology of EVs and charging infrastructure could significantly reduce the production of GHG emissions from the transportation sector in Alberta. The availability of reliable charging infrastructure is a key factor in EV adoption and municipalities could play a part in providing this infrastructure; and

WHEREAS in addition to the high capital cost of installing a fast charging EV station, operating costs for energy and transmission rates are prohibitive for municipalities. Financial assistance is required to create a charging network across the province to increase confidence in electric vehicle ownership, to increase sales of EVs which will increase usage of the public EV charging stations, making the service cost-neutral with user fees. The carbon levy is funding many incentive and rebate programs through Alberta. However, there is no specific program designed to assist municipalities with the deployment of EV charging stations.

IT IS THEREFORE RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta expand the offer of programs funded by the carbon tax to include financial assistance to municipalities for capital and operating costs of EV charging stations.

BACKGROUND:

Electric vehicles are projected to cost the same as the equivalent gas-powered vehicles by the early 2020s and already cost less to operate and maintain. Electric vehicles are an emerging technology; sales are expected to increase dramatically over the next five years as more affordable models become available. In Alberta, electric vehicles emit only two-thirds of emissions of the average gas-powered car. This will improve further as coal is removed from the provincial electricity system. Increased adoption of electric vehicles will reduce

greenhouse gas emissions from the transportation sector and contribute to Canada’s climate change strategies.

The availability of reliable charging infrastructure is a key factor in EV adoption. Supporting faster adoption of electric vehicles aids in reducing greenhouse gas emissions. Alberta lags behind Ontario, Quebec and British Columbia in the number of EVs on the road and number of charging ports. Most large centres offer a variety of Level 2 charging ports and DC fast charging stations. Having EV chargers across the province and country will establish connectivity for EV drivers.

The Municipality of Jasper has estimated that the total capital costs of installing a Level 3 charging station, which charge cars more quickly than level 2 charging stations would be \$100,000 for the following items:

Engineering and design	\$9,000
Equipment (charger)	\$63,000
Construction	\$20,000
<u>Signage, opening</u>	<u>\$8,000</u>
Total	\$100,000

AUMA Comments:

- AUMA does not have a current policy position on this specific issue.

WHEREAS the Alberta Historical Resources Foundation (AHRF) is a public trust agency and corporation of the Government of Alberta, and is the principal heritage support agency of the province;

WHEREAS the AHRF provides matching Historic Resource Conservation Grants to individuals and organizations for the conservation of designated historic resources through its Heritage Preservation Partnership Program; and

WHEREAS the amount of money allocated to Historic Resource Conservation Grants has not increased in several years despite the number of designated properties across the province continuing to increase each year.

IT IS THEREFORE RESOLVED THAT the AUMA request the Government of Alberta to increase funding for the Alberta Historical Resources Foundation's Historic Resource Conservation Grants.

BACKGROUND:

The Alberta Historical Resources Foundation (AHRF) is a public trust agency and corporation of the Government of Alberta, and is the principal heritage support agency of the province. Through its Heritage Preservation Partnership Program, the AHRF provides matching Historic Resource Conservation Grants to individuals and organizations for the conservation of designated historic resources. There are currently 24 designated Municipal Historic Resources in Lethbridge, along with 15 designated Provincial Historic Resources.

Since Lethbridge's Heritage Management Plan was adopted in 2007, the amount of money allocated to AHRF for grants has not been increased. As additional historic places continue to be designated across the province year after year, the available grant funding is spread increasingly thin. Project funding grants in recent years have typically been around 25-55% of the requested grant amount.

The benefits and value of conservation grants include the following:

- Attracting property owners to apply for designation, and thereby increasing the numbers of protected heritage properties;
- Aiding owners with the financial demands of conserving their property, which can often be more expensive to upkeep due to age and protected status;
- Encouraging dialogue between AHRF conservation experts and property owners, which can lead to better informed decisions being taken about conservation methods; and
- Investing in the preservation of Alberta's historic places.

One of the key benefits of the matching Historic Resource Conservation Grants is to encourage property owners to invest in the restoration of their properties. While it may cost more to restore a property to its former glory, the availability of matching grants means that the additional work may be more feasible.

AUMA Comments:

- AUMA does not have a current policy position on this specific issue.

WHEREAS charitable organizations provide a valuable service across Alberta and their sustainability is of utmost importance to Alberta society;

WHEREAS the Alberta Gaming and Liquor Commission (AGLC) helps to ensure the sustainability of charitable organizations through revenue generation made possible by volunteer charitable casino events;

WHEREAS an inequitable model for the disbursement of casino revenues to charities currently exists, and the frequency of revenue generating opportunities varies greatly based on location in the province; and

WHEREAS a significant review of Alberta's charitable gaming model was completed in 2010, and the AGLC has identified this policy review as a future high-priority initiative.

IT IS THEREFORE RESOLVED THAT the Alberta Urban Municipalities Association (AUMA) request that the Alberta Gaming and Liquor Commission (AGLC) expeditiously implement a more equitable provincial charitable gaming model to promote the long-term competitiveness and sustainability of charitable organizations across Alberta.

BACKGROUND:

In 2010, after significant stakeholder consultation, a Provincial MLA Advisory Committee provided a report to the Solicitor General and Minister of Public Security on "Eligible Organizations' Access to and Distribution of Proceeds from Licensed Casino Events." The Committee recommended the Alberta Gaming and Liquor Commission (AGLC) consider several changes to casino region boundaries and how proceeds are distributed amongst eligible charities.

Under Alberta's current model, adopted in 2003, charitable groups that meet certain criteria may be licensed by the AGLC to conduct charity casinos, in coordination with licensed private casino facilities, as a revenue generating opportunity. These revenues are critical for charitable organizations' sustainability, and ability to provide services to communities across Alberta.

There are 19 casino facilities located throughout Alberta, each of which belongs to a 'casino region.' Charities are generally assigned to their nearest casino facility. Only charities located within Edmonton and Calgary, or who provide province-wide services are permitted to receive a license for a casino event in Edmonton or Calgary casinos.

In the 2010 MLA Advisory Report¹, it was identified that inequities exist because:

- There is a long waiting period to hold casino events across the province because there are more charitable organizations than there are possible casino events;
- The waiting period for charities to hold casino events varies, from 16 months in Fort McMurray to 34.5 months in Lethbridge;
- Amongst casino regions, charitable proceeds can vary, from an average high of \$77,486 in the Edmonton region to \$18,011 in the St. Albert/Camrose region.

The AUMA had a resolution on this topic that expired in 2012, and the Alberta Association of Municipal Districts and Counties (AAMDC) formed an Advisory Committee on this topic in 2018, with AUMA Board representation on the Committee.

The City of St. Albert believes that given the increased emphasis placed on this topic in recent months, and the AGLC's communicated intent to revisit the model, the AUMA can help ensure that the AGLC completes this initiative, by adding its voice to this topic. A more equitable model will benefit the charitable organizations that support Alberta's cities, towns, and villages.

Figure 1: Casino Region Average Wait Times and Payouts, 2017 (Source: AGLC Correspondence)

Casino Region	Q3 2017 Wait Time Between Events (Months)	Q3 2017 Average Payout per Event
Calgary	20.1	\$64,615
Calgary-Rural	35.8	\$51,346
Camrose	40.7	\$20,893
Edmonton	22.7	\$75,942
Fort McMurray	16.5	\$37,648
Grande Prairie	31.8	\$35,087
Lethbridge	33.4	\$30,593
Medicine Hat	18.9	\$14,814
Red Deer	35.3	\$22,491
St. Albert	31.3	\$20,893

AUMA Comments:

- AUMA does not have a current policy position on this specific issue.
- RMA members adopted a similar resolution in 2017 calling for the establishment a working group to make recommendations, including a new funding model, to RMA's board. AUMA administration as well as a Board representative is currently participating on this working group. Recommendations are expected in the fall of 2018.

¹ Please note that the statistics shown here are from 2010; Figure 1 showcases 2017 statistics, which reveal inequities have persisted since 2010.

WHEREAS the Report of the Auditor General of Alberta, dated February 2016, provides information regarding the lack of a plan to appropriately and productively use the growing accumulated surplus of the Victims of Crime Fund to best meet the needs of Albertans as intended by the *Victims of Crime Act*;

WHEREAS provincial victim services units are established to provide support programs for individuals who have suffered as a result of violent crimes;

WHEREAS victim services units must request additional funding from the rural municipalities in their borders to subsidize the amount received from the Government of Alberta; and

WHEREAS volunteers, while widely used and appreciated, are not able to provide the level and scope of service that victims need at all times of the day or night.

IT IS THEREFORE RESOLVED THAT the AUMA lobby the Government of Alberta to use the monies from the Victims of Crime Fund to adequately fund provincial victim services units so they can provide the staffing levels required to assist victims of crime.

BACKGROUND:

Victims' services units annually request funding from municipalities to subsidize the inadequate funding they have received from the Government of Alberta. The funding received does not adequately supply the services that are needed in our municipalities. Municipal funding is provided out of necessity, as the municipalities do not want to see the services lost to the region.

See following excerpts from the Report of the Auditor General of Alberta/February 2016: *Justice and Solicitor General – Victims of Crime Fund – Systems to Manage Sustainability and Assess Results*

SUMMARY

Victims of crime come from all walks of life and socio-economic groups. Crime victims are not only from vulnerable populations, they live in every neighbourhood and can be any age, gender and ethnicity. The Victims of Crime Fund (VCOF) provides funding for financial benefits paid to eligible victims of violent crime for physical and/or emotional injuries suffered. It also provides grant funding primarily to police-based Victim Services Units (VSUs) and specialized community-based assistance programs, to deliver programs that benefit victims during their involvement with the criminal justice process, as legislated under the *Victims of Crime Act*.

OVERALL CONCLUSION

The department and VOCF program have adequate systems and processes to manage the day-to-day administration of the fund. However, the department is not completing the necessary strategic planning, analysis and reporting to establish desired results, and the resources necessary to achieve those results.

There is also no plan how to appropriately and productively use the fund's growing accumulated surplus to best meet the needs of Albertans as intended by the Act. The government's and department's current budget process treats the fund like any other generally funded program even though it is self-financing and has its own independent funding source. Business and budgeting practices are potentially restricting operating decisions intended to better serve the victims of crime.

WHAT WE FOUND

The department has not completed the necessary analysis and forecasting of the financial resources required to achieve the desired results set out in the Victims of Crime Act. The department cannot presently answer the question: Are the resources currently available adequate and being used appropriately to deliver the desired result of accessible, appropriate and timely services to victims in accordance with the legislation?

The fund is growing at a rate faster than payments to victims are being made. The government's and department's current budget process, which is applied to the fund, is not designed to assess or consider its unique funding source, the changing needs of victims or increased fine surcharge revenue inflows. Because of this disconnect, and with revenue trending higher, the fund's accumulated surplus continues to grow and these excess funds are sitting unused, without the department having a clear plan for intended future use. Underlying this is the lack of an achievable, budgeted and approved plan to guide the priorities and direction of the fund.

VOCF program management has drafted planning documents to set the priorities and guide the direction of the fund. The documents outline how the program can become more accessible, appropriate and timely, and be more responsive to victims' needs. Additional funding would be required to fully implement these objectives. However, the program does not have the ability to access the surplus funds to maintain and expand services to victims without approval from the department.

WHAT NEEDS TO BE DONE

The department needs to develop a plan that:

- Clearly identifies what the actual current needs of the victim of crime population are and are forecasted to be;
- Identifies gaps in service;

- Shows how much funding will be required to meet these needs and what the impact on Albertans will be if it is not made available; and
- Can be monitored and measured for success, with the results publicly reported.

The department also needs to determine an appropriate and productive use of the VOCF's accumulated surplus, which is supported by a proper financial analysis, as a necessary starting point to facilitate discussion with the Department of Treasury Board and Finance to show the impact current budgetary and business policies have on potential uses of the fund's surplus and victims of crime.

WHY THIS IS IMPORTANT TO ALBERTANS

The Victims of Crime Act creates the VOCF to provide financial benefits and fund support programs for individuals who have suffered as a result of violent crime. Victims of domestic violence, families of homicide victims, children who have been sexually abused and the elderly who have been physically harmed, are among the Albertans who receive benefits from the fund and support as their cases proceed through the judicial process. If the fund is not managed appropriately, there is a risk that victims of crime will not receive the assistance and financial benefits to which they are entitled under the law. Also, programs for victims of crime that are run by police-based VSUs and community organizations may not receive sufficient grant funding to deliver on the intent set out in the Victims of Crime Act.

FINDINGS AND RECOMMENDATIONS

Having a current strategy for the fund is important because demographics, population trends and demands on the fund can change, and they have changed over the 13 years since the crime consultation report was issued. For example, the fund provides grant funding to a number of police-based VSUs that are located across the province. When the original report was produced in 2002, there were only a few VSUs operating with several police jurisdictions, but as of 2014-2015 the number of VSUs receiving funding grew to 76.

Recommendation 6: Determine Best Use of Victims of Crime Fund Accumulated Surplus

We recommend that the Department of Justice and Solicitor General, supported by sufficient analysis, determine an appropriate use of the Victims of Crime Fund accumulated surplus.

Criteria: the standards for our audit

Funding should be available to provide financial benefits and services to eligible victims of crime. There should be processes to:

- Ensure that sufficient funding is available to meet anticipated long-term obligations (Crimes Compensation Board and Severe Injury liability);
- Assess the level of net assets that should be maintained for sustaining the fund; and
- Determine if a reserve fund should be retained and, if so, of what magnitude.

USE OF FUND

SECTION 10

The minister may, in accordance with this Act and the regulations, make payments from the fund

- (a) for grants relating to programs that benefit victims of crime;
- (a.01) without limiting the generality of clause (a), for grants relating to programs that provide counselling to children who are victims of sexual exploitation or other criminal offences causing physical or mental harm;
- (a.1) for programs that benefit victims of crime;
- (b) for costs incurred by the Committee and the Review Board in carrying out their duties under this Act;
- (c) for remuneration and expenses payable to the members of the Committee and the Review Board;
- (d) for financial benefits payable pursuant to sections 13, 15 and 19(2);
- (d.1) for death benefits payable pursuant to section 13.01;
- (e) to pay costs of administering this Act.

RSA 20200 cV-3 s10;2001 c15 s5;2006 c23 s81;
2011 c15 s9;2013 cC-12.5 s22

AUMA Comments:

- AUMA sent a letter to the Minister of Justice and Solicitor General in June 2016 urging the Minister to consider the overall parameters and purpose of the victims services program and to adjust policies and practices to address any gaps in service. AUMA also outlined the importance of determining an appropriate funding model to ensure funds are allocated effectively to achieve program goals.

WHEREAS the current *Police Act* is a decades old piece of legislation which no longer meets the requirements for an efficient, effective and sustainable delivery of policing services to citizens, and is in significant and urgent need of modernization to reflect contemporary community expectations and to address the current realities of present day policing;

WHEREAS the Government of Alberta (GoA) has recently undertaken a similar exercise in modernizing the Municipal Government Act for the same reasons of dated legislation that did not appreciate the significant changes to urban areas over time;

WHEREAS the GoA and key stakeholders have undertaken numerous consultations over at least the past ten years requesting not only amendments but a major overhaul of the *Police Act* to no avail; and

WHEREAS a major overhaul needs to consider but not be limited to:

- a) Human resource management principles and processes;
- b) Performance management aspects operating a modern workforce;
- c) Restrictive capital and operating financing models that are no longer meeting the needs of the modern police service.

IT IS THEREFORE RESOLVED THAT the Alberta Urban Municipalities formally request that the Government of Alberta commit to a comprehensive review of the Alberta *Police Act* by:

- a) Immediately engaging with policing agencies and key stakeholders to identify and address major changes required to the *Police Act* to enhance and preserve public confidence and transparency in Alberta policing to better reflect current community and police officer standards and expectations and,
- b) Overhauling the *Police Act* to reflect but not be limited to:
 - 1. Civilian Oversight of Police Professional Conduct;
 - 2. Effective, Transparent and Accountable Criminal Investigations;
 - 3. Public Complaint Process;
 - 4. Fair Complaint Adjudications;
 - 5. Indigenous Peoples and Policing;
 - 6. Enhanced Professionalization of Alberta Police.

BACKGROUND:

Since the Alberta *Police Act* came into effect in 1988, there have been substantial changes in both community expectations and the realities of policing. Police forces across the province are facing increasing demands for service due to increasing cases of child abuse, domestic

violence and sexual assault, the opioid crisis, cybercrime, and cannabis legalization. In addition, expectations of the public and police agencies regarding accountability, professionalism and discipline have evolved. The *Police Act* requires a full review with broad consultation to ensure that it continues to meet the needs of Albertans.

The Alberta *Police Act* governs policing and police oversight. The Act delegates to larger municipalities the responsibility for policing, either through an independent police force, by entering into an agreement for service by the RCMP, or by establishing a regional police service. The Act also establishes the oversight roles of provincial entities and of municipal police commissions.

The Alberta Association of Chiefs of Police (AACP) reviewed the *Police Act* and issued a set of recommendations in August 2017 covering the following topics:

1. Civilian Oversight of Police Professional Conduct;
2. Effective, Transparent and Accountable Criminal Investigations;
3. Public Complaint Process;
4. Fair Complaint Adjudications;
5. Indigenous Peoples and Policing;
6. Enhanced Professionalization of Alberta Police².

This resolution specifies that the review of the *Police Act* needs to address each of these topics raised by AACP.

A review of the *Police Act* will benefit all Alberta municipalities, regardless of their current policing model, because it will allow for broad stakeholder consultation on current expectations and needs. This resolution aligns with 2016 and 2017 resolutions of the Alberta Association of Police Governance calling on the Government of Alberta to initiate a thorough review of the Police Act and to consult with police agencies and stakeholders. Further, this resolution supports and strengthens the 2016 AUMA resolution calling for a new police funding model, and AUMA's 2018 letter writing campaign on that issue.

It is important to note that the majority of the *Police Act* pertains to municipalities that have established their own police forces. The sections of the *Police Act* pertaining to the Law Enforcement Review Board, police services and commissions, police officers, and complaints and discipline do not apply to the RCMP, as governance, qualifications, complaints, and disciplinary processes for RCMP officers are set out in the *Royal Canadian Mounted Police Act*.

However, the following sections are relevant to municipalities policed by the RCMP:

- Sections 4 to 7 of the Act, which outline the responsibility for providing police services;

² Alberta Association of Chiefs of Police. (2017). AACP Alberta Police Act – Amendments Committee Recommendations. Retrieved from: <http://aacp.ca/wp-content/uploads/2015/11/AACP-Alberta-Police-Act-%E2%80%93-Amendments-Committee-2017-08.pdf>

- Section 22, which enables Municipal Police Service Agreements (MPSAs) between the province and a municipality; and
- Section 23, enables the establishment of policing committees for municipalities with MPSAs, and outlines committee roles and responsibilities.

AUMA Comments:

- AUMA has convened an Alberta *Police Act* Working Group whose mandate includes recommending amendments to the *Alberta Police Act* as required to improve policing services and community safety.

WHEREAS Alberta Municipal Affairs issues STANDATA regarding information bulletins, interpretations or variances to clarify Code and Regulations in Alberta;

WHEREAS the Safety Codes Council, its Technical Coordinating Committee and Sub-Councils (Amusement Rides, Barrier Free, Building, Electrical, Elevators Fire, Gas, Passenger Ropeways, Plumbing, and Pressure Equipment) to vet proposed STANDATA and make recommendations to Alberta Municipal Affairs;

WHEREAS the Sub-Councils include representatives from different industry segments such as home builders, Architects, Contractors, fire and building officials Large Municipalities (2), Urban Municipalities (1) and Rural municipality (1);

WHEREAS representation on some Sub-Councils such as the Building Sub-Council are often represented by professionals that are residents of Calgary and Edmonton;

WHEREAS mid-sized Cities are classified as a large municipality the issues and context of issues in Calgary and Edmonton are often not the experience of other jurisdictions and can lead to unintended consequences; and

WHEREAS information flowing from some Sub-Councils to jurisdictions not represented on a Sub-Council is not always communicated in advance of the issuance of a STANDATA.

IT IS THEREFORE RESOLVED THAT the AUMA request that Alberta Municipal Affairs and the Safety Codes Council determine a more effective means of advising municipalities of matters being evaluated by the Sub-Councils; and

FURTHER BE IT RESOLVED THAT the AUMA requests that Alberta Municipal Affairs and the Safety Codes Council consider changes to the way upon which Sub-Council membership is selected to ensure representation from varying size of municipalities.

BACKGROUND:

Established by the Government of Alberta in 1993, the Safety Codes Council is responsible to the Minister of Municipal Affairs to administer portions of the safety system, including accrediting municipalities that issue permits and inspect the work carried out under these permits, certifying and training safety codes officers who do the inspections, administering the Alberta Master Electrician Program, and working with industry through sub-councils to recommend codes and standards.

The Council is governed by a Board of Directors which is made up of members appointed from experts in the areas of governance, finance, risk management, human resources, and business.

The Technical Coordinating Committee and the ten sub-councils are made up of stakeholders representing a variety of industry groups with expertise in various fields.

The Council’s staff provide for the administration of the Council’s core business functions: accreditation, certification, education and training, appeals, Master Electrician Program, Codes and Standards. Staff also supports the activities of the Board of Directors, the Technical Coordinating Committee, and the ten sub-councils.

Safety Codes Council sub-council members are volunteers who actively review, formulate, and recommend safety codes, standards, and principles within their respective disciplines. This includes developing standards and compliance monitoring criteria for accredited organizations, as well as hearing and deciding appeals of orders and written notices.

Members of sub-councils are selected by the Council upon review of applications and resumes and are expected to act on behalf of industry on a province wide basis.

At this time the vast majority of membership on the sub-councils are selected from industry stakeholders resident in the Cities of Edmonton and Calgary. The current selection process for participation on the sub-councils does not enable the perspectives of industry stakeholders from mid-sized cities, or smaller jurisdictions, to be heard before changes to standards are determined. In addition, changes that are made, and the reasoning behind the changes, are not well communicated to all Alberta jurisdictions.

STANDATA is a province wide variance, interpretation or information bulletin related to safety codes and standards, issued by the Public Safety Division of Municipal Affairs. To view STANDATA, refer to the various disciplines listed on the ministry’s Codes and Permits webpage: http://www.municipalaffairs.alberta.ca/cp_building_standata

AUMA Comments:

- AUMA has a seat on the Safety Codes Council and many of the sub-councils. AUMA’s representatives include:

Safety Codes Council Board of Directors	Mayor Charlene Smylie, Village of Wabamun and AUMA Vice President of Villages and Summer Villages.
Technical Coordinating Committee	Elgin Mann, Manager of Safety Codes Services - Planning & Development Services, City of Medicine Hat
Building Technical Council	Darin Sceviour, Inspections, Compliance, and Building Supervisor, City of Red Deer

Electrical Sub-Council	Lori Monaghan, Safety Codes Officer, City of Red Deer
Fire Sub-Council	Marc Royer, Fire and Emergency Services, City of Lethbridge
Plumbing Sub-Council	Tim Kosolofski, Safety Codes Officer, City of Red Deer

- To fill its seat on Sub-councils, AUMA advertises the opportunity through our weekly newsletter, the Digest, and selects the most qualified candidate.
- When AUMA advertised sub-council vacancies in the Digest this spring, we did not receive any applications from our membership. Accordingly, these vacancies were filled by identifying potential candidates through more direct member outreach.
- All Sub-Council meeting minutes are posted publically on the Alberta Safety Codes Council website.

WHEREAS the CSA B149.1 Natural Gas and propane installation code requires that all gas fired appliances be installed and operated according to the appliance manufacturers certified installation instructions;

WHEREAS the manufacturers of gas heating appliances in Canada amended their installation instructions in 2017 to not allow residential style furnaces to be used to heat buildings that are under construction or being renovated;

WHEREAS the Province of Alberta issued STANDATA G-01-17 regarding “Gas fired Appliances used for Heating Buildings under Construction” in October, 2017 requiring authorities having jurisdiction to restrict the use of residential style furnaces from being used to heat buildings that are under construction or being renovated;

WHEREAS the implementation of this STANDATA will result in authorities having jurisdiction to require the removal of furnaces from homes which have been used for construction heat prior to the primed paint stage of construction;

WHEREAS the use of residential furnaces during construction has been undertaken for many years across Canada with rare instances of problems and this change appears to offer relatively minor public safety benefits; and

WHEREAS this change in process will increase costs to the residential building sector and ultimately to the consumer in home prices.

IT IS THEREFORE RESOLVED THAT the Alberta Urban Municipalities Association (AUMA) request that Alberta Municipal Affairs rescind the STANDATA; and

FURTHER BE IT RESOLVED THAT the AUMA requests that Alberta Municipal Affairs works with industry and municipalities to arrive at alternative cost effective approaches to heating homes during and after construction.

BACKGROUND:

The Public Safety Division of Alberta Municipal Affairs administers the framework established in the *Safety Codes Act*, including development of codes and standards adopted in Alberta, providing advice and technical support related to the Act to the public, industry, all municipalities and the Safety Codes Council, monitoring the work of municipalities, corporations and agencies that administer the Act or provide services under the Act, and managing agencies under contract to provide services such as permits and inspections for municipalities that do not administer the Act in their jurisdiction.

STANDATA are developed jointly by Alberta Municipal Affairs and the Safety Codes Council. Some are issued under the authority of a code, standard or the Safety Codes Act as province-wide variances or interpretations. Others are information bulletins that provide general advice on related matters.

In October 2017, the Gas Administrator issued **STANDATA G-01-17**, which addressed **GAS FIRED APPLIANCES USED FOR HEATING BUILDINGS UNDER CONSTRUCTION**. The document states that all gas fired appliances shall be installed and operated as per the requirements in the CSA B149.1 Natural gas and propane installation code and the appliance manufacturer's certified installation instructions.

Furnaces manufactured after May 1, 2017 are no longer permitted to be used to heat buildings under construction or being renovated.

This STANDATA has created the problem of finding alternative heat sources during the fall, winter and spring heating seasons. These alternatives are not practical for a variety of reasons, including but not limited to:

- High costs for sources such as electric heaters which are required in each room of the building;
- Very high levels of humidity created by temporary propane heaters;
- Unsafe conditions created by the lack of fresh air introduced by use of temporary heaters.

The costs associated with this requirement will likely be passed on to the consumer through home prices.

AUMA Comments:

- AUMA does not have a current policy position on this specific issue.

WHEREAS the role of Government is to provide safety, health and welfare of people;

WHEREAS the Government of Alberta has identified a growing crisis to maintain an acceptable level of care for our aging population;

WHEREAS the Premier has on numerous occasions expressed concern and a desire to find alternative solutions to care for and maintain the dignity of our aging population;

WHEREAS in general people are more contented, healthy, and well cared-for when care is provided in a family home and by relatives;

WHEREAS costs borne by both the province and by the families of Alberta in caring for aging parents continue to increase and are unsustainable in the long-term;

WHEREAS the aging demographic and chronic lack of adequate housing and care solutions for seniors demands innovative solutions and the development of creative alternatives;

WHEREAS many families, if given an opportunity, would like to provide direct, in-home care for their aged parents but need options for maintaining income levels and/or standard of living; and

WHEREAS significant provincial and family cost savings could be realized by permitting family members to provide, when appropriate and within a good regulatory environment, direct in-home care and accommodation for aging relatives.

IT IS THEREFORE RESOLVED THAT the AUMA encourage the Government to develop creative programs and solutions that will offer family and extended family members the option to provide care for aging parents in a fashion similar to that offered through the "Kinship" Child Care Program.

BACKGROUND:

The aging population in Alberta represents a growing need and concern for the care of seniors. There is an ongoing shortage of living facilities for seniors who require assisted living and support, and the private opportunities can be financially out of reach for many Albertan families. Most two-parent families are also two-income families, which the continual increase in cost-of-living necessitates. Families placing their aging parents into assisted living facilities, however, can find their resources significantly stretched by the enormous associated costs.

In Alberta there is a program called “Kinship Care” which offers parents requiring child care the option to pay family members for the provision of child care, and receive the same subsidies and tax breaks that are available to parents to place children in registered child care.

A program similar to “Kinship Care” could be developed that offers family members an option to provide care to their parents and be compensated for this care. This concept would create a substantial savings potential to the overburdened health care system, allow family the ability to have compensation so they can stay at home and care for their loved ones and most importantly, allow the family who knows the aging family members best the ability to have time, respect and compassion in their closing days.

AUMA Comments:

- Similar resolutions on senior care were passed in [2011](#) and [2014](#).
- In 2011, the province responded that with the exception of special cases, caregivers do not receive special payment for the provision of care for a family member and the GOA has no plans to institute payment for family members to care for senior family members. AUMA accepted this response.
- In 2014, the province responded that Alberta Health Services has increased home care spending by approximately 29% over the last four years, from \$402 million in 2010/2011 to a forecasted expenditure of \$518 million in 2014/2015. AUMA accepted this response as well.
- In addition, since December 3, 2017, the Employment Insurance Family Caregiver Benefit for Adults allows eligible caregivers to take up to 15 weeks off work to care for or support an adult family member who is critically ill or injured. If the family member’s health gets worse, caregivers could be eligible to combine this new caregiving benefit with the existing Compassionate Care benefit, which provides a maximum of 26 weeks of benefits.

WHEREAS hemodialysis patients throughout Alberta often must travel for treatment to larger urban areas;

WHEREAS many patients are choosing to conduct hemodialysis treatments in their own home to improve their quality of life;

WHEREAS the cost of utilities (electricity and water) for home hemodialysis can make the treatment unaffordable for patients; and

WHEREAS there is no funding available to patients to recover the extra costs for utilities for home hemodialysis.

IT IS THEREFORE RESOLVED THAT the Alberta Urban Municipalities Association urge the Province of Alberta to provide a means by which home hemodialysis patients may offset the added utility (electricity and water) costs for patients who are conducting hemodialysis in their homes.

BACKGROUND:

The quality of life for patients undergoing dialysis treatments can often seem compromised and without benefit due to seemingly endless trips to dialysis centers and increased strain due to stress on their personal lives.

Home Hemodialysis Programs are set up for patients who require dialysis as part of their treatment. Equipment is provided to patients from Alberta Health to conduct home hemodialysis. The equipment uses water while operating and treating the patients.

There are many benefits including improved patient outcomes, increased personal time, reduction in travel-related expenses, and overall, an improved quality of life.

Unfortunately, the cost of home hemodialysis can make the treatment unaffordable to many patients especially those on fixed incomes. In 2017, the Town of Strathmore was approached by a citizen who conducts home hemodialysis. The citizen explained to Council that his water utility bill had become a burden to him because of the increase costs due to his treatment. Home Hemodialysis Patients can see an increase in water costs by up to 300%.

To address the issue, Strathmore Town Council provided a grant to patients in Strathmore on Home Hemodialysis to help with water utility costs. However, it was the consensus of Council that these costs should be covered by Alberta Health Services because the treatment costs for utilities have been transferred to the patients. Because these costs are covered for patients

who receive the same treatment in the hospital it would seem only reasonable that the same costs are covered for those who take the treatment in their own homes.

Currently in Alberta, there are 3,756 Dialysis Patients. Of these patients, 243 conduct Home Hemodialysis.

The Province of Manitoba has a grant program for Home Hemodialysis Patients to help them with utility costs. The information is provided below.

Further background:

[Town of Strathmore Home Hemodialysis Grant Program](#)

[Alberta Dialysis Patient Numbers – Alberta Health Services \(June 19, 2018\)](#)

[Article - Estimating patient-borne water and electricity costs in home hemodialysis: a simulation - CMAJ Open](#)

[Home Hemodialysis Utility Reimbursement Program \(Manitoba\) - The Kidney Foundation Canada](#)

AUMA Comments:

- AUMA does not have a current policy position on this specific issue.

2018 Resolutions

CATEGORY EXTRAORDINARY

AUMA Resolutions Policy:

An **Extraordinary Resolution** deals with an emergent issue of concern to the general membership that has arisen after the May 31, 2018 resolution deadline, where a critical aspect of the issue needs to be or will be addressed before the next Convention.

Prior to the merits of any proposed extraordinary resolution being debated, a 2/3 majority vote is required to determine whether it meets the criteria in Section 13 and therefore will be considered at the Resolutions Session.

Extraordinary resolutions accepted for consideration by the Resolutions Session shall be presented following debate of the Provincial Scope resolutions.

1 resolution is recommended under this Category to date.

WHEREAS the legalization of cannabis has led to the development of cannabis grow operations in Alberta communities;

WHEREAS cannabis grow operations are industrial-scale facilities that represent considerable servicing costs for municipalities;

WHEREAS current wording in the Municipal Government Act and Matters Relating to Assessment and Taxation Regulation does not clearly enable municipalities to tax cannabis grow operations; and

WHEREAS other ratepayers will be forced to subsidize the servicing of cannabis grow operations unless municipalities are clearly enabled to tax them at fair market value.

IT IS THEREFORE RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to amend appropriate legislation and regulations to clearly enable municipalities to assess and tax cannabis grow operations at fair market value.

BACKGROUND:

The legalization of cannabis for both medicinal and recreational purposes has led to the development of federally licensed grow operations across Canada, including a number in Alberta. These facilities are major, industrial-scale developments consisting of large structures resembling factory environments. Given their scope and intensity of use, cannabis grow operations represent considerable municipal servicing costs.

Despite the high costs for municipalities associated with cannabis grow operations, it is not currently clear whether they can be appropriately taxed. Currently, Section 298 (1) of the *Municipal Government Act* states that no assessment is to be prepared for the following property:

- (w) growing crops;
- (y) farm buildings, except to the extent prescribed in the regulations;

The Matters Relating to Assessment and Taxation Regulation provides through Section 30 (f) that the taxation of farm buildings will be phased out in urban municipalities over five years, culminating in a 100% exemption in 2022. As significant property value is tied to the industrial-scale structures used in cannabis grow operations, this represents a large loss of taxation base.

Given the large scale and high intensity of use of cannabis grow operations, it would be inappropriate to classify them as typical agricultural uses. As a result of the exemption of the

exemption of land used for growing crops and the phase-out of taxation of farm buildings, this classification would mean that other ratepayers are required to subsidize the servicing of cannabis grow operations.

It is not appropriate for homeowners and other businesses to shoulder the burden of servicing cannabis grow operations. In order to address this issue, the Government of Alberta needs to make appropriate legislative and regulatory amendments to clearly enable municipalities to tax cannabis grow operations at fair market value. While the Minister of Municipal Affairs has stated that he is "with us" on this issue, no changes have yet been made. Given that cannabis grow operations continue to proliferate across the province, it is vital that changes are made now.

AUMA Comments:

- AUMA has consistently advocated for amendment to the Matters Related to Assessment and Taxation Regulation to ensure that cannabis grow operations be assessed and taxed at fair market value. While the Minister of Municipal Affairs has indicated that he supports the need for change, at the time of writing, AUMA has not seen a concrete proposal for amendments. There is concern that unless Alberta's cabinet approves changes soon, it may not be possible to make the necessary regulatory amendments until after the upcoming provincial election.

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	73105
Cheque Date	First	Last		73119

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Acklands - Grainger Inc.	73105	2018-09-07	\$504.05

Invoice Description	Invoice Number	Invoice Amount	
WTP Steel Drum Truck	9858589782	\$504.05	

Government of Alberta	73110	2018-09-07	\$21.00

Invoice Description	Invoice Number	Invoice Amount	
Office AB Gazette Public Auct	E198223	\$21.00	

Arn's Equipment Ltd.	73106	2018-09-07	\$35.86

Invoice Description	Invoice Number	Invoice Amount	
Cemetery Mower Wheel Part	206918	\$35.86	

Bemoco Land Surveying Ltd.	73107	2018-09-07	\$1,155.00

Invoice Description	Invoice Number	Invoice Amount	
P&D Stake Boundary - Drainage	47834	\$1,155.00	

Boald Construction Management	73108	2018-09-07	\$18,103.38

Invoice Description	Invoice Number	Invoice Amount	
SRC Low Emissive Ceiling Holdb	PP#2-18	\$18,103.38	

Bradford, Mark & Danneilia	73109	2018-09-07	\$1,972.27

Invoice Description	Invoice Number	Invoice Amount	
Refund Tax Roll Credit Balance	2018.08.24	\$1,972.27	

Nuvison Electrical & Instrume	73111	2018-09-07	\$398.30

Invoice Description	Invoice Number	Invoice Amount	
WTP Replace Thermal Overload	660	\$398.30	

Ornamental Bronze Limited	73112	2018-09-07	\$435.75

Invoice Description	Invoice Number	Invoice Amount	
Cemetery Niche Wreth Vases	88862	\$435.75	

Praxair Distribution	73113	2018-09-07	\$232.16

Invoice Description	Invoice Number	Invoice Amount	
Pool Facility Clyinder Rental	84598499	\$232.16	

Receiver General for Canada	73114	2018-09-07	\$50,260.46

Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Town Tax Remittance		PP18-18	\$38,777.88
Town Tax Remittance		PP18-18.	\$9,556.46
BOT Tax Remittance		PP18-18.BOT	\$1,503.00
SVWS Tax Remittance		PP18-18.SVWS	\$423.12
=====			
Rosland, Chase	73115	2018-09-07	\$107.52
=====			
Invoice Description		Invoice Number	Invoice Amount

Roads Cupe Clothing Allowance		2018.08.29	\$107.52
=====			
Schoolhouse Products Inc.	73116	2018-09-07	\$4,137.00
=====			
Invoice Description		Invoice Number	Invoice Amount

Comm Hall 8 Replacement Tables		I170281	\$4,137.00
=====			
Stielow Canada Inc.	73117	2018-09-07	\$15,225.00
=====			
Invoice Description		Invoice Number	Invoice Amount

Office Folder/Inserter		77927	\$15,225.00
=====			
Town of Stettler - Petty Cash	73118	2018-09-07	\$223.60
=====			
Invoice Description		Invoice Number	Invoice Amount

Office Lotto/SVWS Postage		2018.09.04	\$223.60
=====			
W.R. Meadows of Western Canada	73119	2018-09-07	\$1,965.71
=====			
Invoice Description		Invoice Number	Invoice Amount

Trans Freight & Pallet Deposit		120004927	\$1,965.71
=====			
		Total Cheques	\$94,777.06
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	First
Cheque Date	2018-09-11	2018-09-11		Last

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
APEX Supplementary Pension Pla	EFT0000535	2018-09-11	\$374.85

Invoice Description	Invoice Number	Invoice Amount	
Supplementary Pension Plan Tr	PP18-18	\$374.85	

Barnes, Roger	EFT0000536	2018-09-11	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
SRC Sep Telephone Allowance	2018.09.01	\$25.00	

Canadian Union of Public Empl	EFT0000537	2018-09-11	\$907.50

Invoice Description	Invoice Number	Invoice Amount	
Union Dues	PP18-18	\$907.50	

Dodd, Sonia	EFT0000538	2018-09-11	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
Pool Sep Telephone Allowance	2018.09.01	\$25.00	

Durie, Bailey	EFT0000539	2018-09-11	\$1,290.00

Invoice Description	Invoice Number	Invoice Amount	
Fitness - July Instructor	2018.07.31	\$750.00	
Fitness - Aug Instructor	2018.08.31	\$540.00	

Gerlitz, Steven	EFT0000540	2018-09-11	\$100.00

Invoice Description	Invoice Number	Invoice Amount	
Admin/Office Sep Phone/Travel	2018.09.01	\$100.00	

Graham, Leann	EFT0000541	2018-09-11	\$175.00

Invoice Description	Invoice Number	Invoice Amount	
P&D Sep Phone/Travel Allowance	2018.09.01	\$175.00	

Hach Sales & Service Ltd.	EFT0000542	2018-09-11	\$4,716.61

Invoice Description	Invoice Number	Invoice Amount	
WTP Cehmicals/Lab Sup/Freight	170994	\$4,680.28	
WTP Free Clz Pillow Packs	173813	\$36.33	

Howe, Graham	EFT0000543	2018-09-11	\$25.00

Invoice Description	Invoice Number	Invoice Amount	
Cemetery/SRC Sep Phone Allow	2018.09.01	\$25.00	

Lifesaving Society	EFT0000544	2018-09-11	\$265.18

Invoice Description	Invoice Number	Invoice Amount	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
QM Contracting	EFT0000546	2018-09-11	\$1,575.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Water Aug Water Meter Reader	931353	\$1,575.00	
=====			
Robbins, Melissa	EFT0000547	2018-09-11	\$382.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Eng Admin Sept Travel Allowanc	2018.09.01	\$300.00	
Eng Admin Radio Programmed	2018.08.23	\$82.00	
=====			
Stettler Building Supplies Ltd	EFT0000548	2018-09-11	\$883.60
=====			
Invoice Description	Invoice Number	Invoice Amount	
SRC Building Materials Repairs	AA3776	\$14.68	
SRC Building Materials Repairs	AA4953	\$5.95	
Parks Memorial Bench Materials	AA4358	\$862.97	
=====			
Switenky, Greg	EFT0000549	2018-09-11	\$370.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Admin/Office Sep Phone/Travel	2018.09.01	\$370.00	
=====			
Triple "A" Electric Ltd.	EFT0000550	2018-09-11	\$28,350.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
SRC Lighting Upgrades	PP04-18	\$28,350.00	
=====			
Yost, Dustin & Maria Cristine	EFT0000551	2018-09-11	\$1,800.00
=====			
Invoice Description	Invoice Number	Invoice Amount	
Community Hall Aug Janitor	2018.08.01	\$1,800.00	
=====			
Total Cheques			\$41,645.01
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000080
Cheque Date	First	Last		ONL000082

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Enmax Energy Corporation	ONL000080	2018-09-07	\$73,219.50

Invoice Description		Invoice Number	Invoice Amount

July Power Bill		18-2790319	\$73,219.50

Poulin's Professional Pest Con	ONL000081	2018-09-07	\$303.45

Invoice Description		Invoice Number	Invoice Amount

WTP Monthly Pest Control		1079715	\$198.45
WTP Replace 4 Fly Traps		1090328	\$105.00

Rogers	ONL000082	2018-09-07	\$54.60

Invoice Description		Invoice Number	Invoice Amount

Fire Joint 8.19-9.18 Data Flex		1920130547	\$54.60

Total Cheques			\$73,577.55
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	73120
Cheque Date	First	Last		73134

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Apollo Lodge #27	73120	2018-09-14	\$1,176.69

Invoice Description	Invoice Number	Invoice Amount	
2018 Tax Year Refund	2018.09.10	\$1,176.69	

Bond-O Security	73121	2018-09-14	\$57.75

Invoice Description	Invoice Number	Invoice Amount	
SRC Service Call Security Syst	BONDOIN111302	\$57.75	

Canada Post Corporation	73122	2018-09-14	\$1,843.57

Invoice Description	Invoice Number	Invoice Amount	
P&D & Water Billing Postage	9663134125	\$1,843.57	

Canadian Tire #671	73123	2018-09-14	\$230.91

Invoice Description	Invoice Number	Invoice Amount	
Parks Tools for Playground	3289	\$73.48	
Parks Tool Box	3291	\$41.99	
Parks Tools	3325	\$115.44	

Corspraying	73124	2018-09-14	\$7,965.86

Invoice Description	Invoice Number	Invoice Amount	
Pest & Weed Hired Weed Sprayer	201826	\$2,165.63	
Pest & Weed Hired Weed Sprayer	201838	\$3,740.63	
Pest & Weed Chemical Invoice	201827	\$680.50	
Pest & Weeds Chemical Invoice	201839	\$1,379.10	

Diverse Signs N Designs Inc.	73125	2018-09-14	\$569.53

Invoice Description	Invoice Number	Invoice Amount	
Shop Vehicle&Equipment Decals	5066	\$569.53	

Gateway Mechanical Services In	73126	2018-09-14	\$27,635.54

Invoice Description	Invoice Number	Invoice Amount	
SRC Header Repair	546199	\$27,635.54	

Hoisting Ltd.	73127	2018-09-14	\$1,433.38

Invoice Description	Invoice Number	Invoice Amount	
Shop Inspect Overhead Hoist	20873	\$1,433.38	

McCallum, Josh	73128	2018-09-14	\$100.00

Invoice Description	Invoice Number	Invoice Amount	
Parks Cupe Clothing Allowance	2018.08.29	\$100.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Parkland Nursery & Landscape S	73129	2018-09-14	\$503.96

Invoice Description	Invoice Number	Invoice Amount	
Parks Memorial Trees	9881	\$503.96	

Pfeiffer House of Music	73130	2018-09-14	\$75.58

Invoice Description	Invoice Number	Invoice Amount	
SRC Hub Sound System	63390	\$75.58	

Schwartz Home Building Centre	73131	2018-09-14	\$1,237.85

Invoice Description	Invoice Number	Invoice Amount	
Trans 6' Level	700738	\$78.42	
Trans Cement Powder	699775	\$50.37	
WTP Work Gloves	700374	\$18.89	
SRC Deck Screws	699926	\$86.24	
Parks Memorial Bench Materials	701837	\$39.63	
Parks Blearch Materials	699917	\$931.77	
Parks Bleacher Boards	701142	\$32.53	

Stettler Motors (1998) Ltd.	73132	2018-09-14	\$32.07

Invoice Description	Invoice Number	Invoice Amount	
Trans Hitch reduce #76	194180	\$25.20	
Trans Retaining clip #45	194805	\$6.87	

Stettler Vet Clinic	73133	2018-09-14	\$82.81

Invoice Description	Invoice Number	Invoice Amount	
Bylaw Vet Clinic Fees	755039	\$32.55	
Bylaw Vet Clinic Fees	755533	\$8.14	
Bylaw Vet Clinic Fees	755895	\$42.12	

Yellow Pages	73134	2018-09-14	\$52.87

Invoice Description	Invoice Number	Invoice Amount	
Office Aug Directory Advertisi	18-6309212	\$52.87	

Total Cheques			\$42,998.37
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	ONL000083
Cheque Date	First	Last		ONL000086

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Shaw Cablesystems GP	ONL000083	2018-09-14	\$174.20

Invoice Description		Invoice Number	Invoice Amount

Fitness & Pool Area Cable TV		2018.09.01	\$174.20

Telus Communications	ONL000084	2018-09-14	\$2,706.88

Invoice Description		Invoice Number	Invoice Amount

Aug 22 to Sep 21 Telus Commun		2018.08.23	\$2,706.88

Telus Mobility Inc.	ONL000085	2018-09-14	\$1,004.83

Invoice Description		Invoice Number	Invoice Amount

Aug 22 to Sep 21 Telus Mobilit		2018.08.21	\$1,004.83

Workers' Compensation Board -	ONL000086	2018-09-14	\$14,968.05

Invoice Description		Invoice Number	Invoice Amount

AP WCB 3rd 2018 Installment		23170303	\$14,968.05

		Total Cheques	\$18,853.96

			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	First
Cheque Date	2018-09-18	2018-09-18		Last

Sorted By: Vendor ID

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Alberta Animal Services	EFT0000552	2018-09-18	\$13,285.25

Invoice Description	Invoice Number	Invoice Amount	
Bylaw August Enforcement	11727	\$13,285.25	

Alberta One-Call Corporation	EFT0000553	2018-09-18	\$270.90

Invoice Description	Invoice Number	Invoice Amount	
Water Trnas August 1st Calls	IN143773	\$270.90	

Brownlee LLP	EFT0000554	2018-09-18	\$3,042.55

Invoice Description	Invoice Number	Invoice Amount	
AP WCB Safety Day Presentation	467204	\$3,042.55	

Canadian Red Cross	EFT0000555	2018-09-18	\$40.00

Invoice Description	Invoice Number	Invoice Amount	
Pool Program Certification Fee	CRC-085280	\$40.00	

Clearview Public Schools	EFT0000556	2018-09-18	\$2,965.86

Invoice Description	Invoice Number	Invoice Amount	
Joint Office August Expenses	5584	\$2,965.86	

Digital Connection Office Syst	EFT0000557	2018-09-18	\$360.15

Invoice Description	Invoice Number	Invoice Amount	
Office & Wtr Billing Photocopi	173961	\$360.15	

Digitex Canada Inc.	EFT0000558	2018-09-18	\$696.23

Invoice Description	Invoice Number	Invoice Amount	
P&L 08.23-09.22 Photocopies	IN465128	\$232.97	
P&L 07.23-08.22 Photocopies	IN460717	\$463.26	

Freightliner of Red Deer Inc.	EFT0000559	2018-09-18	\$150.63

Invoice Description	Invoice Number	Invoice Amount	
Trans Pressure sensor #2 & Fre	424843	\$150.63	

Graham, Leann	EFT0000560	2018-09-18	\$219.00

Invoice Description	Invoice Number	Invoice Amount	
P&D Travel Cannabis Focus Grou	2018.09.07	\$219.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
GT Hydraulic & Bearing	EFT0000561	2018-09-18	\$502.79
Invoice Description	Invoice Number	Invoice Amount	
Parks/Trans/Water Repair Parts	000-301924	\$620.61	
Prks/Trns/Wtr Assorted Filters	000-301811	\$180.52	
Kal Tire	EFT0000562	2018-09-18	\$616.46
Invoice Description	Invoice Number	Invoice Amount	
Trns Wheel Alignment&Bala #174	647226263	\$616.46	
Keen Klean	EFT0000563	2018-09-18	\$472.50
Invoice Description	Invoice Number	Invoice Amount	
Shop August Janitor Services	736953	\$472.50	
Norwood Foundry Limited	EFT0000564	2018-09-18	\$3,307.73
Invoice Description	Invoice Number	Invoice Amount	
Drnge Catch Basin Frames&Grate	41474	\$3,307.73	
OK Tire Stettler	EFT0000565	2018-09-18	\$76.90
Invoice Description	Invoice Number	Invoice Amount	
Shop Tire Repair #176	IN045365	\$23.35	
Trans Tire Repairs #174	IN045445	\$53.55	
Receiver General for Canada	EFT0000566	2018-09-18	\$253,484.00
Invoice Description	Invoice Number	Invoice Amount	
Municipal Policing 1st Qtr Agr	7000266	\$253,484.00	
Rollies Vac Systems	EFT0000567	2018-09-18	\$315.00
Invoice Description	Invoice Number	Invoice Amount	
Landfill Pumpout	18661	\$315.00	
Spencer, Rob	EFT0000568	2018-09-18	\$82.78
Invoice Description	Invoice Number	Invoice Amount	
HBC Com Orchard Materials	2018.08.30	\$82.78	
Stettler Sales & Rentals Ltd.	EFT0000569	2018-09-18	\$6,087.86
Invoice Description	Invoice Number	Invoice Amount	
Shop Metal for battery #176	118111	\$19.09	
Wtr Trns Bobcat Excavator Rent	117809	\$6,042.75	
Parks Metal for Frame #107	1180314	\$26.02	
Switenky, Greg	EFT0000570	2018-09-18	\$250.00
Invoice Description	Invoice Number	Invoice Amount	
Admin Travel Atco Presentaiton	2018.09.07	\$250.00	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Van Houtte Coffee Services Inc	EFT0000571	2018-09-18	\$91.05

Invoice Description	Invoice Number	Invoice Amount	
Office Coffee	72207455-2018	\$91.05	

Vermeer Canada Inc.	EFT0000572	2018-09-18	\$259.35

Invoice Description	Invoice Number	Invoice Amount	
Parks Blades for #94	247.00	\$259.35	

		Total Cheques	\$286,576.99

TO: Town of Stettler Council

DATE: 2018 0918

FROM: Greg Switenky
CAO

CHIEF ADMINISTRATIVE OFFICER'S REPORT – AUGUST 2018

ADMINISTRATION – CAO – Greg Switenky

1. Meetings: Town Council, Joint Health and Safety Committee, Department Head and Staff information sharing sessions.
2. Participated in the Community Cannabis Conversation hosted by the FCSS.
3. Finalize and submit Expression of Interest for Major Alberta Infrastructure Funding – Collaborative Fieldhouse/Recreation Wellness Centre with Ponoka.
4. Recruitment process for Manager of Recreation & Culture.
5. Vacation time off.
6. Ongoing internal orientation, guidance and communication of new Council Roles & Responsibilities within our organization.
7. Continuous engagement with Senior Department Heads regarding situational solutions to arising issues/requests, emergent problems and troubleshooting Council Member/ratepayer concerns.
8. Ongoing liaison and information sharing with County Administration to strengthen working relationships.

ADMINISTRATION – ASSISTANT CAO - Steven Gerlitz

1. Meetings attended included: Council, Department Head, Staff, Joint Health and Safety, ICIP Expression of Interest, Town Life
2. Projects worked on included:
 - 2018 Revenue/Expense Budget (August 31, 2018)
 - 2018 Capital Budget Summary (August 31, 2018)
 - 2018 MSI, BMTG, FGT summary (August 31, 2018)
 - 2018 Reserves Summary (August 31, 2018)
 - Automated Waste Bins Rollout (ongoing)
 - ICIP – Expression of Interest
 - Town Life
 - Compost Bins / Recycling
 - Council & Committee of the Whole Agenda prep
 - Council Minutes
 - AP Invoices and sign checks
 - Ratepayer issues and concerns

TRANSPORTATION – Ivan Wilford

1. Sign repairs and installations
2. Graves and cremations
3. Line painting thru out town
4. Line painting at the airport
5. Haul sweepings
6. Cleaned off catch basins
7. Street sweeping and lane grading
8. Pathway construction at Sports Park
9. Rubberized crackfilling on alligator spots thru out town
10. Asphalt patching
11. Put cold mix on road by the dog park
12. Equipment clean up
13. Haul fill from dirt screening
14. Pathway construction along HWY 12 from Jensen's flooring to Canadian Tire
15. Install culvert in ditch at Jensen's flooring
16. Pump out water from the snow dump
17. Haul gravel to the cemetery road

WATER – Grant McQuay

1. Regular rounds, readings, locates and Bacterial sampling/Chlorine residual & turbidity testing.
2. Meter replacement program
3. Curbstop repair.
4. Water main replacement.
5. Sewer main flushing.
6. Weekly cleaning of sanitary tank at Water Transfer Station
7. Water leak repairs.
8. Facility maintenance.
9. Monitoring wells and weir measurements
10. Lagoon sampling.
11. Repairs to aeration piping at Lagoons cell B.
12. Sewer main replacement.
13. Dig site maintenance

WATER TREATMENT PLANT SUPERVISOR – Chris Saunders

1. The lab has a new hypochlorite strength tester. Enables staff to check the strength of the hypochlorite being delivered to us, as well as being able to adjust the micro filter clean dosing as the strength of hypochlorite drops over time.
2. This month has been routine maintenance on plant systems with no troubles encountered.
3. There have been a few minor communications hiccups as Stantec is working on the Shirley McClellan Line communications. Our diligent water treatment operators have been staying on top of these hiccups and communicating with Stantec to rectify.

4. ABSA Boiler Inspector and Action Plumbing have been scheduled for early September to do our prestart maintenance, checks and 2 year inspection.
5. Ongoing e compliance training as well as Water Operator Certification required continuing education courses.

DIRECTOR OF OPERATIONS – Melissa Robbins

1. Meetings:
 - On vacation August 7-10 and 27-31st
 - Department Head
 - Joint Health and Safety
 - 50A Avenue AltaGas realignment
 - Comm Group – Red Deer – radio testing
2. Projects:
 - Town Life Preparation
 - Olds Concrete has finished the Sidewalk replacement program
 - Wally's Backhoe Services is 95% complete the 51 Avenue Water/Sewer Replacement
 - Lagoon Cells A, B, C – design and tender preparation
 - Communication Plan – continuing design discussions with Comm Group
 - Esso Corner concrete medians installed – signage to follow soon
 - Highway 12 Pedestrian bridge design completed

DIRECTOR OF PARKS & LEISURE SERVICES / PARKS & LEISURE SERVICES FOREMAN – ALLAN KING

1. Meetings: Electrical completion walk through, joint health and safety, department head, A.A.R.F.P. board of directors meetings, Town life, cannabis awareness, safety, heartland beatification, staff, mid-management, and interviews for the parks and culture management position.
2. Projects: Header trench on the red side, beaver control, Jimmy's sign in down town park, summer to fall transition, hockey school, community hall loading bay, green spaces, assisted with football, and joint planning.
3. This summer flew by! We had a very successful summer with the summer students. We had a lot of inter departmental sharing that went well. The transition of my new role with the town is going well and I'm looking forward to the new hire starting September 24th .

DEVELOPMENT & PLANNING OFFICER – LEANN GRAHAM

1. Building Permit Activity to Date

	2017 Permits to August 31, 2017	2018 Permits to August 31, 2018
Institutional	\$2,164,565.00	\$310,659.00
Industrial	\$125,000.00	\$80,000.00
Commercial	\$396,000.00	\$2,155,101.00
Residential	\$1,399,240.00	\$1,301,791.00
Total	\$4,084,805.00	\$3,847,551.00

2. Projects:
 - AE Kennedy Maintenance
 - Jewel Investments Development
 - Vision Credit Union
 - 47 Avenue Re-Zoning
 - Pool Hall Land Sale
 - Portable Signs
 - Canalta Development
 - McDonald's Deficiencies
 - Cannabis Inquiries
 - Town Life
 - Land Use Bylaw Amendments
 - Rockwood Development Permits
 - Bylaw Property Inspections and Enforcement
 - Planning & Development Inquiries

3. Meetings:
 - Council Meetings
 - Town Life Meeting
 - Landowner Meetings
 - Bylaw Inspection Meetings
 - Development Inquiry Meetings
 - Staff and Department Head

REGIONAL FIRE CHIEF – Mark Dennis

1. Training
 - 472 exam
 - Prep for open house

2. Fire Department Operations
 - Tender 25 at Rocky Mountain Phoenix for scene light and tank level sending unit repair
 - Coordinate with Scott Safety Technician to complete safety recall on all Scott air pak X3 SEMS console. The work schedule has been changed to the week of September 17.
 - Ordered skid of Class A foam
 - Order parts for Engine 11 foam pump repair
 - Waiting on replacement parts for Engine 12 light tower
 - Trial Fire Department payroll run with FP2 and Diamond interface
 - Prep for external 2017-2018 fire discipline safety codes audit September 25-26
 - Implemented a fourth shift rotation at Fire Station 1
 - Fire Smart meeting Scenic Sands community representative
 - Meeting with Lomeland Architecture regarding FD training facility concept
 - Provided fire standby at Stettler fly-in breakfast

CAO REPORT
SEPTEMBER 18, 2018
PAGE 5

- Implemented a fire ban and fire restriction throughout the County of Stettler and municipalities within our response area.
 - Working on final exhaust modifications on all apparatus for exhaust ventilation system completion
3. Regional Fire Department Incident Summary
- Total calls 26 - 9 motor vehicle accidents, 4 alarm calls, 1 Structure fires, 5 medical first response, 7 wild land fires



Greg Switenky
CAO

**TOWN OF STETTLER
BANK RECONCILIATION
AS OF AUGUST 31, 2018**

Net Balance at End of Previous Month	\$	11,411,534.81
ADD: General Receipts (summarized below)		1,061,999.24
Interest Earned		19,150.34
Investments Matured		-
SUBTOTAL		12,492,684.39
LESS: General Disbursements		1,267,750.21
Payroll		438,142.27
Investments		-
Debenture Payments		-
Returned Cheques		1,354.34
Bank Charges		1,096.14
SUBTOTAL		1,708,342.96
NET BALANCE AT END OF CURRENT MONTH (General Ledger)	\$	10,784,341.43
Balance at End of Month - Bank		10,838,824.66
ADD: Outstanding Deposits		544.74
LESS: Outstanding Cheques		55,027.97
		10,838,824.66
NET BALANCE AT END OF CURRENT MONTH (Bank)	\$	10,784,341.43
INVESTMENTS:		
\$U.S. Money Market Account		-
SUBTOTAL		-
TOTAL CASH ON HAND AND ON DEPOSIT	\$	10,784,341.43

THIS STATEMENT SUBMITTED TO COUNCIL THIS 18th DAY OF SEPTEMBER 2018

MAYOR

ASSISTANT CAO

GENERAL RECEIPTS SUMMARY		
Tax	AR	278,666
Utility	AR	286,436
SMRWSC	Water	79,300
Hiway 12/21	Water	62,604
Alta Gas	Franchise	46,648
ATCO	Franchise	59,009
County of Stettler	Fire Agreement	29,540
Receiver General	GST Rebate	22,679
AHS	AHS Rental	15,959
Board of Trade	Salary Repay	14,223
Library	Salary Repay	62,279
Board of Trade	Salary Repay	0
		0
		0
		0
Other		104,656
	Total	1,061,999

2018 Budget Summary

31-Aug-18

Revenue	2018 Budget	Actual - August 31, 2018	Variance	%	Notes
Administration	\$306,363	\$185,376.09	\$120,986.91	60.51%	
Clearview swimming pool - \$13,315)					
White Sands Contract - \$32,000)					
Inter Dept Utilty Transfer - \$250,000)					
Police	\$587,187	\$492,420.01	\$94,766.99	83.86%	MSI Operating - \$53,680
Traffic Fines (Budget - \$80,000 / \$38,180.73 -48% - 2017 Total Fines - \$62,341)					
Provincial Grant - \$347,208					
Community Resource Program - \$101,423					Clearview 50% / County 25%
Fire	\$391,754	\$186,207.42	\$205,546.58	47.53%	
Disaster Services	\$0	\$0.00	\$0.00	0.00%	
Bylaw Enforcement	\$110,650	\$109,007.39	\$1,642.61	98.52%	Animal / Business License
Business Licenses (Budget - \$86,250 - Actual \$83,557.39 (97%) /Animal License - Budget \$23,200 - Actual \$20,750 (89%)					
Roads, Streets, Walks, Lights	\$272,400	\$75,751.93	\$196,648.07	27.81%	
Roads Frontage - Pavement (Budget - \$67,460)					
Airport	\$10,610	\$10,876.86	-\$266.86	102.52%	
Drainage	\$0	\$0.00	\$0.00	0.00%	
Water Supply & Distribution	\$3,037,542	\$1,823,497.94	\$1,214,044.06	60.03%	
Metered sale of water (Budget - \$2,057,770 / Actual - \$1,077,071 - 52%)					
Metered out of Town (Budget - \$819,410 / Actual - \$669,631.35 - 82%)					
Bulk water (Budget - \$40,000 / Actual \$16,111.05 - 40%)					
Sewer	\$948,010	\$545,091.17	\$402,918.83	57.50%	
Sewer Service Charges (Budget - \$880,000 / Actual \$514,855.18 - 59%)					
Garbage Collection & Disposal	\$801,615	\$457,708.68	\$343,906.32	57.10%	SWMA haul rebate - \$23,000
Residential Garbage Revenue (Budget - \$609,615 / Actual \$346,878 - 57%)					
Recycling Revenue (Budget - \$162,000 / Actual - \$95,622.89 - 59%)					
FCSS	\$157,148	\$120,011.00	\$37,137.00	76.37%	
Cemetery	\$19,400	\$16,539.65	\$2,860.35	85.26%	
Planning & Development	\$44,500	\$32,986.70	\$11,513.30	74.13%	
Building Permits (Budget - \$30,000 / Actual - \$19,683 - 66%)					
Economic Development - BOT	\$237,760	\$193,677.94	\$44,082.06	81.46%	
Subdivison Land	\$2,000	\$3,089.99	-\$1,089.99	154.50%	Subdivision Fees
Land, Housing & Rentals	\$268,612	\$190,733.25	\$77,878.75	71.01%	
Health Unit - \$190,582					
Ambulance Station - \$20,100					
SRC - Library - Budget - \$42,000					
Recreation - General	\$3,520	\$1,008.96	\$2,511.04	28.66%	
Recreation Programs	\$22,300	\$19,023.33	\$3,276.67	85.31%	Ball / Soccer
Facilities	\$1,101,000	\$348,439.83	\$752,560.17	31.65%	County Partnership - \$474,500
Community Hall	\$52,000	\$19,424.77	\$32,575.23	37.36%	
Senior's Center	\$16,500	\$17,263.21	-\$763.21	104.63%	
Parks	\$90,650	\$76,999.13	\$13,650.87	84.94%	
Lions Campground - Budget - \$90,000 / Actual - \$71,899 - 80%)					
Operating Contingency	\$0	\$0.00	\$0.00	0.00%	
Taxes / Penalties	\$8,485,708	\$8,488,682.28	-\$2,974.28	100.04%	Incl Business Taxes / Penalties
Other Revenue	\$1,693,110	\$1,004,294.63	\$688,815.37	59.32%	
Franchise Fee - GAS (Budget - \$939,000 / Actual - \$536,516 - 57%)					
Franchise Fee - ELECTRIC (Budget - \$664,110 / Actual - \$388,872 - 59%)					
Return on Investments (Budget - \$90,000 / Actual - \$78,906 - 88%)					
Total Revenue	\$18,660,339	\$14,418,112.16	\$4,242,226.84	77.27%	

Expense	2018 Budget	Actual - August 31, 2018	Variance	%	Notes
Council & Legislative	\$206,390	\$134,209.71	\$72,180.29	65.03%	
Council Honorarium (Budget - \$146,690 / Actual - \$98,553 - 67%)					
Council per diem - Budget - \$27,000					
Council travel & subsistance - Budget - \$16,000/ Actual - \$8,021 - 50%					
Council membership Conferences (Budget - \$14,000 / Actual - \$16,026 - 114%)					
Administration	\$1,153,405	\$734,581.07	\$418,823.93	63.69%	Admin, Office, Computer, Assess
Police	\$1,335,743	\$368,122.30	\$967,620.70	27.56%	
RCMP - Contract Billings (Budget - \$1,141,849)					
Fire	\$835,760	\$396,585.73	\$439,174.27	47.45%	
Disaster Services	\$17,219	\$594.80	\$16,624.20	3.45%	
Bylaw Enforcement	\$187,181	\$106,598.78	\$80,582.22	56.95%	
Common Services	\$146,907	\$80,133.69	\$66,773.31	54.55%	Shop
Roads, Streets, Walks, Lights	\$2,041,344	\$1,045,163.13	\$996,180.87	51.20%	
Airport	\$48,165	\$34,287.25	\$13,877.75	71.19%	
Water Supply & Distribution	\$2,861,228	\$1,414,454.07	\$1,446,773.93	49.44%	
Sewer	\$754,073	\$353,721.22	\$400,351.78	46.91%	
Garbage Collection & Disposal	\$717,620	\$397,162.35	\$320,457.65	55.34%	
FCSS	\$196,435	\$147,326.25	\$98,217.50	75.00%	
Cemetery	\$64,990	\$30,838.37	\$34,151.63	47.45%	
Planning & Development	\$357,885	\$185,690.90	\$172,194.10	51.89%	
Comm Services -Handi Bus	\$25,000	\$25,000.00	\$0.00	100.00%	
Economic Development	\$592,597	\$273,576.90	\$319,020.10	46.17%	Ec Dev, BOT. HBC
Subdivison Land	\$53,440	\$156,103.16	-\$102,663.16	292.11%	Unsightly Property
Land, Housing & Rentals (47343)	\$40,800	\$16,605.76	\$24,194.24	40.70%	
Recreation - General	\$136,550	\$83,799.65	\$52,750.35	61.37%	
Recreation Programs	\$73,190	\$61,253.02	\$11,936.98	83.69%	
Facilities	\$2,214,347	\$1,228,851.20	\$985,495.80	55.49%	
Culture	\$319,574	\$248,180.43	\$71,393.57	77.66%	Parkland, Library, Museum
Community Hall	\$118,749	\$62,281.51	\$56,467.49	52.45%	
Senior's Center	\$13,870	\$8,291.21	\$5,578.79	59.78%	
Parks	\$645,870	\$412,547.55	\$233,322.45	63.87%	
Operating Contingency	\$864,825	\$0.00	\$864,825.00	0.00%	WTP Gross Recovery, Tran to Res
WTP gross recovery - (\$240,000) (JE made at end of year prior to Audit)					
Available for Capital from 2018 Operating Budget for 2018 Capital Budget - \$1,026,905 (Water \$176,314 + Utility \$277,932 (sewer, waste, recycling) + Total Available for Capital - \$570,579) + Contingency - Utility - \$30,000 / Salaries - \$50,000 = \$1,104,825					
Requisitions	\$2,637,182	\$1,346,491.17	\$1,290,690.83	51.06%	
ASFF (Budget - \$2,145,576 - Actual - \$1,026,140.04 - 48%)					
ASFF Separate School (Budget - \$176,801 - Actual - \$84,556.38 - 48%)					
County of Stettler Senior Lodges (Budget - \$314,393 - Actual \$235,794.75 - 75% Actual)					
Total Expense	\$18,660,339	\$9,352,451.18	\$9,356,996.57	50.12%	
Surplus / Deficit	\$0	\$5,065,660.98	-\$5,114,769.73		

Town of Stettler
2018 Capital Budget Summary 31-Aug-18

		Project	Actual Project Complete Cost / Council Tender Cost / Budget cost	2018 Budget Expense - Approved by Council	Difference from Budget to Actual	Actual - Project Expenses - August 31, 2018	Utility Surplus 2018 Interim Operating Budget (Rates) - \$454,246	Available for Capital 2018 Interim Operating Budget (taxes)- \$570,579	General Reserve 4-15-00-00-74-700	Total Other Reserves (for capital purposes)	2018 Operating Budget	Debenture / Local Improvement	Grants - MSI - \$928,623 + \$561,531 + \$53,680 = \$1,543,834	Grants - FGT (\$328,277)	Grants - BMTG (\$60 per cap x 5952 = \$357,120)	Other	Total	
EQT	6-12-03-00-30-630	Computer Replacement Program	14,000.00	14,000.00	0.00	\$4,462.64				14,000.00							14,000.00	
EQT	6-12-02-30-03-630	Council - Board Room Chairs	11,000.00	11,000.00	0.00			5,500.00								5,500.00	Clearview	11,000.00
EQT	6-12-02-30-00-630	Office - Envelope Folding Machine	10,000.00	10,000.00	0.00					10,000.00								10,000.00
BLDG	6-12-00-20-01-620	Office - Front Door Replacement	15,000.00	15,000.00	0.00			7,500.00								7,500.00	Clearview	15,000.00
EQT	6-12-03-00-30-630	Computer - Server Replacement	20,000.00	10,000.00	-10,000.00	\$20,000.00				20,000.00								20,000.00
Op	2-23-02-00-02-561	Fire Miscellaneous Equipment	27,000.00	27,000.00	0.00			27,000.00										27,000.00
Res	6-23-99-91-00-764	2001 Fire Engine Replace-2026-\$1M	100,000.00	100,000.00	0.00		100,000.00											100,000.00
Op	2-32-09-00-01-244	Sidewalk replacement program (yearly)	130,000.00	130,000.00	0.00	\$26,026.44		55,000.00			75,000.00							130,000.00
Op	2-32-09-00-03-244	New in 2017 - 2019 Operating Budget Pathway Rehab (2017 Council Direction / 2019 make part of Operational Budget) - April 3 - Motion 18:04:04	50,000.00	50,000.00	0.00				50,000.00									50,000.00
LIMP	6-32-09-60-00-660	Increase Amount Space issue / engineering / contractor	200,000.00	200,000.00	0.00	\$16,957.48		200,000.00										200,000.00
LIMP	6-32-03-60-00-660	Snow Dump Expansion	100,000.00	100,000.00	0.00			100,000.00										100,000.00
Op	2-32-21-00-04-536	Pavement Patching - April 3 - Motion 18:04:04	90,000.00	90,000.00	0.00	\$2,790.14	45,000.00			45,000.00								90,000.00
ENG W/S/T	6-66-00-00-13-610	Land Development Emmerson Subdivision Land Development	1,000,000.00	1,000,000.00	0.00	\$8,655.35				1,000,000.00								1,000,000.00
ENG C/T	6-32-21-10-22-610	Curb/Paving 51st Avenue - 57-59th Street Cement and Paving - April 3 - Motion 18:04:04	545,562.00	765,000.00	219,438.00	\$351,431.68							545,562.00					545,562.00
Op	2-32-21-00-05-536	Safety Issue (location north/south road by creek) Cemetery Road Guard Rail	6,500.00	6,500.00	0.00					6,500.00								6,500.00
LIMP	6-56-00-60-00-660	Just about out of Plots on existing sidewalk Cemetery Headstone Sidewalk	30,000.00	30,000.00	0.00					30,000.00								30,000.00
ENG W/S	6-41-11-10-20-610	Project Continues - 2nd Block Water & Sewer replacement - 51Ave 59-61 Street - April 3 - Motion 18:04:03	819,020.00	820,000.00	980.00	\$332,554.41							133,623.00	328,277.00	357,120.00			819,020.00
ENG W	6-41-14-10-01-610	Ongoing maintenance Water Reservoir Exterior and Insulation	50,000.00	50,000.00	0.00			10,000.00		40,000.00								50,000.00
ENG W	6-41-11-10-21-610	Water supply to Repp (fire Control and Looping across the highway) Watermain Looping along 50th Avenue Service Road (Repp Subdivision) - NOT GOING TO BE DONE DUE TO TENDER COSTS - MOTION #18:04:05	20,727.89	200,000.00	179,272.11	\$20,727.89	20,727.89											20,727.89
OP	2-41-15-00-00-554	Fire - currently using attachment to hydrant Fire Hydrant Nozzle Replacement	15,000.00	15,000.00	0.00		15,000.00											15,000.00
ENG Lag	6-42-01-10-11-610	Ongoing maintenance Lagoon - Desludging Cells A,B, C, D	350,000.00	350,000.00	0.00								350,000.00					350,000.00
ENG Lag	6-42-01-10-15-610	Ongoing maintenance Lagoon - Armor Banks of Cells 7, 8, 9	125,000.00	125,000.00	0.00		125,000.00											125,000.00

		Project	Actual Project Complete Cost / Council Tender Cost / Budget cost	2018 Budget Expense - Approved by Council	Difference from Budget to Actual	Actual - Project Expenses - August 31, 2018	Utility Surplus 2018 Interim Operating Budget (Rates) - \$454,246	Available for Capital 2018 Interim Operating Budget (taxes) - \$570,579	General Reserve 4-15-00-00-74-700	Total Other Reserves (for capital purposes)	2018 Operating Budget	Debenture / Local Improvement	Grants - MSI - \$928,623 + \$561,531 + \$53,680 = \$1,543,834	Grants - FGT (\$328,277)	Grants - BMTG (\$60 per cap x 5952 = \$357,120)	Other	Total
ENG S	6-42-00-10-20-610	Sewer Dump behind SCC is closed - temp at lagoon - more suitable location required New Sewer Dump	115,000.00	115,000.00	0.00		115,000.00										115,000.00
ENG Storm	6-37-00-10-08-610	Esso Road Storm Management - 51Ave - 61st Street	75,000.00	75,000.00	0.00								75,000.00				75,000.00
EQT	6-31-11-30-15-630	Equipment Backhoe	154,900.00	170,000.00	15,100.00		126,328.57									28,571.43	trade in 154,900.00
EQT	6-31-11-30-28-630	Trailer for new roller Asphalt Roller Trailer	15,094.65	20,000.00	4,905.35	\$15,094.65							15,094.65				15,094.65
EQT	6-31-11-30-23-630	Traffic Line Painter	12,500.00	12,500.00	0.00		12,500.00										12,500.00
EQT	6-32-10-10-01-610	Christmas Decorations	12,000.00	12,000.00	0.00		12,000.00										12,000.00
EQT	6-31-11-30-01-630	Hydrovac Camera	15,000.00	15,000.00	0.00		15,000.00										15,000.00
EQT	6-31-11-30-32-630	Tamper for Excavator	17,500.00	17,500.00	0.00	\$12,650.00							17,500.00				17,500.00
EQT	6-33-00-30-02-630	replace Airport Beacon	17,500.00	17,500.00	0.00			17,500.00									17,500.00
EQT	6-41-01-30-00-630	WTP - Safety Supplies (Drum Barrel Cart)	11,965.29	12,000.00	34.71	\$11,965.29	11,965.29										11,965.29
BLDG	6-41-01-20-19-620	WTP - Membrane Autopsy	18,000.00	18,000.00	0.00		18,000.00										18,000.00
BLDG	6-41-01-20-20-620	WTP - Dual Chemical Feed Line	25,000.00	25,000.00	0.00					25,000.00							WTP Reserve (Bal 20171231 - \$30,698) 25,000.00
ENG W	6-41-01-10-01-610	WTP - Waste Pond Dredging	350,000.00	350,000.00	0.00	\$1,950.00										350,000.00	AMWWP/ Debenture 350,000.00
BLDG	6-41-01-20-21-620	WTP - 400mm Distribution Line Valve	250,000.00	250,000.00	0.00											250,000.00	AMWWP/ Debenture 250,000.00
Op	2-74-99-91-00-764	Arts and Culture Program - \$15,000 - not a priority in 2017 - reserve balance December 31, 2017 - \$47,000	15,000.00	15,000.00	0.00			15,000.00									15,000.00
EQT	6-74-14-30-03-630	Started 2017 - carry Forward \$180,000 (total project \$290,000) Community Hall - New MUA units with proper ducting and difusers. New LED lights. New ceiling tiles/ sound system review	110,000.00	110,000.00	0.00	\$14,370.00	110,000.00										JE Balance to Community Hall reserve Account at year end 110,000.00
BLDG	6-73-11-20-06-620	TAME Grant SRC Upgrade (Tame Grant) - LED Light Replacement - Lights Arena Old building and pool. Low Emissivity Ceiling - Motions - 18:05:04 and 18:05:05	449,996.00	375,936.00	-74,060.00	\$441,246.55			191,115.70							193,822.00	TAME - 60%of eligible Costs upto \$500,000 449,996.00
EQT	6-73-11-30-13-630	replacing existing Concession Deep Fryer	10,000.00	10,000.00	0.00			10,000.00									10,000.00
EQT	6-73-11-30-09-630	heaters hanging from ceiling 5 Arena Space Heaters - Heat Exchangers have rusted through	9,725.00	20,000.00	10,275.00	\$9,725.00		9,725.00									9,725.00
EQT	6-73-11-30-08-630	SRC tech update - Hub and Studio Room sound systems, phone charging stations, blinds for Studio Room. Red and Blue arena sound system - Arena \$65,635 / HUB - \$5131 - Total - \$70,766	84,474.61	45,000.00	-39,474.61	\$84,474.61		54,474.61	30,000.00								84,474.61
EQT	6-73-11-30-14-630	Lee to explain Real Ice - New technology to take air bubbles out of water to make ice	46,000.00	46,000.00	0.00			46,000.00									46,000.00
EQT	6-73-11-30-02-630	Scheduling software update required (web based) - compatible with central office Upgrade Scheduling Software - To continue to provide online services to patrons and have support for software. Current version no longer supported.	11,174.89	19,646.21	8,471.32	\$11,174.89		11,174.89									11,174.89
EQT	6-73-12-30-00-630	To go with paddle board - classes and rentals 10 Kayaks - To provide additional recreational water activities to the aquatic centre	10,000.00	10,000.00	0.00			10,000.00									10,000.00
BLDG	6-73-12-20-16-620	Software and maintenance updates Pool Controls	41,000.00	41,000.00	0.00	\$13,150.00				41,000.00							SRC Building Maintenance - balance 20171231 \$41,560.47 41,000.00
LIMP	6-77-82-60-00-660	Flag Poles at Sports Parks - Flags are needed for hosting provincials - April 3 - Motion 18:04:06	30,000.00	30,000.00	0.00	\$28,065.07		30,000.00									30,000.00

EQT	6-74-14-30-02-630	Community Hall - HVAC - 2017 Carry Forward - Lee - 20/12/17 - \$180,000	\$180,000.00	180,000.00	\$17,150.00	130,000.00	50,000.00	Community Hall Reserve - Transfer from Culture Reserve 2017 (bal \$97,000)	JE Balance to Community Hall reserve Account at year end										180,000.00	
EQT	6-73-11-20-00-630	SRC Upgrades - Phase 2 - Ice Plant - Motion 17:04:17 - April 18, 2017 \$Total Contract \$1,294,565.00 - Budget \$919,100 = \$375,465 over budget Motion 17:04:17 - 2017 Carry Forward Balance - Lee - 20/12/17 - \$1,294,565 \$1,138,224.65 = \$156,340.35	\$182,388.67	156,340.35	\$182,388.67					182,388.67									182,388.67	
EQT	6-41-11-30-03-630	SCADA Water Communication System - 2017 Carry Forward Balance - Melissa - 20/12/17 - \$120,500 - \$31,604.70 = \$88,895.30	\$88,895.30	88,895.30	\$39,113.59	88,895.30													88,895.30	
OP	2-32-21-00-05-536	61 Street - Highway 12 (esso corner) - 2017 Carry Forward Balance - Melissa - 20/12/17 - \$120,500 - \$6835.50 = \$7000	\$7,000.00	7,000.00			7,000.00												7,000.00	
ENG S	6-42-01-10-13-610	Lagoon - Cell 5 Rehabilitation - 2017 Carry Forward - Melissa 20/12/17 - \$75,000 - Enginerring and final work.	\$75,000.00	75,000.00		75,000.00												0.00	AMWWP	75,000.00
Total 2017 Carry Forward			\$750,268.15	\$724,219.83	\$301,052.76	247,895.30	166,969.45	7,000.00	91,014.73	182,388.67	0.00	0.00	0.00	0.00	35,000.00	20,000.00			750,268.15	

		Prior Years Carry Forward																		
LIMP	6-32-09-60-00-660	Pathway Root Barrier - \$12,481.15 (Carry Forward \$7518.85 to 2017 Capital Budget - Campground pathway done in 2016 - Highway 12 poplars remain in 2017 - Lee - Dec 2, 2016) - 2017 Carry Forward Balance - Lee - 20/12/17 - \$7,518.85	\$7,518.85	\$7,518.85		7,518.85														7,518.85
EQT	6-31-11-30-15-630	Backhoe Jack Hammer - Budget - \$13000 (carry Frd - 2017 - Melissa Dec 5, 2016) - 2017 Carry Frd Balance - Melissa - 20/12/17 - \$15,000 - bachhoe hammer not required but hammer maybe required for excavator	\$15,000.00	\$15,000.00			15,000.00													15,000.00
OP	2-61-02-00-03-239 2-61-02-00-06-239	IDP & South East ASP - Carry Forward to 2017 Capital Budget - Melissa Dec 5, 2016 - Budget \$50,000 transfer to Planning Reserve) - 2017 Carry Forward Balance - Melissa - 20/12/17 - \$50,000 - IDP and ASP to be done in 2018	\$50,000.00	\$50,000.00				50,000.00	SE ASP Plan Reserve											50,000.00
BLDG	6-73-11-20-08-620	SRC - Additional Security Cameras - \$7000 - Carry Forward to 2017 Capital Budget - Lee Dec 2, 2016 - 2017 Carry Forward Balance - Lee - 20/12/17 - \$7,000	\$7,000.00	\$7,000.00		7,000.00														7,000.00
EQT	6-24-00-30-00-630	Siren - Budget \$2500 - carry forward to 2017 - Mark - Nov 25, 2016 - 2017 Carry Forward - Mark - 20/12/2017	\$2,500.00	\$2,500.00				2,500.00	Disaster											2,500.00
Total Prior Years Carry Forward			\$82,018.85	\$82,018.85	\$0.00	14,518.85	15,000.00	0.00	52,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	82,018.85	
Total 2018 Capital Budget (inc Carry Forwards)			\$6,963,514.33	\$7,270,407.89	\$1,798,238.64	1,190,122.90	851,843.95	278,115.70	1,375,014.73	322,446.97	0.00	1,370,179.65	328,277.00	392,120.00	855,393.43				82,018.85	
Total Water						500,056.46	2,041,966.85		1,653,130.43											
							Total Reserves		3,695,097.28											
										Total Grants Avail for 2018		1,790,571.00	404,996.00	415,398.00						
										Balance Forward to 2019		420,391.35	76,719.00	23,278.00						

2018 projects ongoing

WTP (Caustic Tank Heater)																				0.00
Lagoon - Legal Services Aeration Bld					\$29,955.83															0.00
Water - 54 Ave - Local Improvement					-\$5,999.94															0.00
Lagoon Cell 6					\$15,061.78															0.00
2018 projects ongoing	\$0.00				\$39,017.67															0.00
2018 Statement of Capital Activity - january 31, 2018					\$1,837,256.31															



Mayor Grant Creasey,
City of Lacombe
5432 56 Avenue
Lacombe, Alberta T4L 1E9

Phone: (403) 782-6666
Fax: (403) 782-5655
gcreasey@lacombe.ca
www.lacombe.ca

OFFICE OF THE MAYOR

August 7, 2018

Mayor Sean Nolls,
Town of Stettler
Box 280
Stettler, AB T0C 2L0

RE: Solid Waste Management Proposal

Dear Mayor Nolls,

Recently, a few of my fellow Council members and I attended the 2018 Federation of Canadian Municipalities (FCM) Annual Conference and Tradeshow in Halifax, NS. It was a pleasure seeing many of you there as well, taking part in four days of plenaries, workshops, industry-led seminars and study tours offered by the City of Halifax.

A study tour I was particularly excited to attend was on disruptive waste management technologies, presented by Sustane Technologies Inc. at their facility in Chester. In fact, this tour was one of the primary reasons I attended the FCM conference, and it did not disappoint.

The study tour explored the transition from traditional landfilling to a disruptive recycling technology that is sure to change the way we think about the value locked within our solid waste and recyclables.

The Sustane Chester project launched in September 2016 with an agreement between Sustane Technologies and the District of the Municipality of Chester, NS to divert their landfill-destined municipal solid waste (MSW) to a Sustane facility. The project broke ground in March 2017 and will commence operation soon.

The plant is designed to transform up to 70,000 tonnes per year of waste into 35,000 tonnes per year of Sustane biomass pellets, 3.5 million litres per year of synthetic diesel fuel and recyclable metals. It will increase landfill diversion rates for area municipalities to over 90 per cent.

I believe that having a similar facility located in central Alberta would go a long way in addressing the proper use of our MSW.

Imagine if we neighbouring municipalities worked together to attract such a facility to the region. We would no longer have to send our MSW to landfill, which is wasteful, polluting and short-term thinking.

I believe that any such facility would be ideally located at the Prentiss Transfer Station site, where a number of area municipalities already transport their waste as part of the Lacombe Regional Waste Services Commission. The proposed recycling facility would take the currently landfilled waste and transform it into usable materials.

An attractive part of this model is that the capital investment is borne by Sustaine Technologies, as is the operational burden. This fact suggests and impressive commitment on their part.

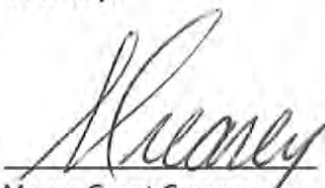
What's the catch, you ask? To make this proposed system viable, we would require MSW from a minimum of 150,000 central Alberta residents, and area municipalities will have to agree to supply MSW to the proposed facility for 20 years – a reasonable expectation, in my opinion.

I believe the time is ripe for us to move forward and engage this exciting technology. Not only it represents a new opportunity for our region, it will also result in less pollution and healthier, more sustainable communities.

In order to make this process economical, I am contacting municipalities within a 90 km radius of the Prentiss site. While I do not intend to limit access to others, this seems like a reasonable starting point. Should you know of any municipalities beyond the 90 km radius who wish to get involved, I would certainly like to hear from them.

Is your municipality interested in participating? I would very much like to hear from you. Please contact me with your thoughts at gcreasey@lacombe.ca or call (403)782-1271. I would appreciate your input prior to October 1, 2018.

Sincerely,



Mayor Grant Creasey,
City of Lacombe