

# Town of Stettler

**COUNCIL MEETING**

**AUGUST 16, 2022**

**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  
TUESDAY, AUGUST 16<sup>th</sup>, 2022  
6:30 P.M.  
AGENDA**

1. **Agenda Additions**
2. **Agenda Approval**
3. **Confirmation of Minutes**
  - (a) Minutes of the Regular Council Meeting of August 2<sup>nd</sup>, 2022 5-8
4. **Citizens Forum**
5. **Delegations**
  - (a) 6:35pm – Clint Sime, Director of Emergency Management – Stettler Regional Emergency Management Agency (SREMA) 9-10
6. **Administration**
  - (a) Quality Management Plan 11-50
  - (b) 2022 Alberta Municipalities Convention – September 21-23<sup>rd</sup>, 2022 51-102
  - (c) 2022 Budget Summary – July 31, 2022 103-104
  - (d) 2022 Capital Budget Summary – July 31, 2022 105-107
  - (e) Bank Reconciliation – July 31, 2022 108
  - (f) CAO Reports 109-113
  - (g) Meeting Dates
    - Tuesday, September 6 – Council – 6:30pm
    - Tuesday, September 13 – COW – 4:30pm
    - Tuesday, September 20 – Council – 6:30pm
    - **Wednesday, September 21-Friday, September 23 – Alberta Municipalities Conference - Calgary**
    - Tuesday, October 4 – Council – 6:30pm
    - Tuesday, October 11 – COW – 4:30pm
    - **Tuesday, October 18 – Organizational Meeting – 6:30pm (Council to Follow)**
    - Tuesday, October 18 – Council – 6:30pm
    - Tuesday, November 1 – Council – 6:30pm
    - Tuesday, November 8 – COW – 4:30pm
    - Tuesday, November 15 – Council – 6:30pm
    - **Tuesday, November 22 – Tax Public Auction – 1:00pm**

**COUNCIL AGENDA**  
**AUGUST 16<sup>th</sup>, 2022**  
**PAGE 2**

- **Monday, December 5 – Regional Water Meeting – 1:00pm**
- Tuesday, December 6 – Council – 6:30pm
- **Tuesday, December 13 – 2023 Interim Budget Workshop – 4:30pm**
- Tuesday, December 13 – COW – 4:30pm
- Tuesday, December 20 – Council – 6:30pm

(h) Accounts Payable in the amount of \$9,228,354.99 114-116  
(\$228,354.99 + \$9,000,000)

7. **Council**

(a) Meeting Reports

8. **Minutes**

9. **Public Hearing**

10. **Bylaws**

(a) Bylaw 2151-22 – Regional Emergency Management Advisory Committee 117-122  
& Agency

11. **Correspondence**

(a) Government of Alberta – The Future of Policing in Alberta 123-126

(b) Ukrainian Canadian Congress - Ukrainian Independence Day (August 24) & 127  
Alberta Ukrainian Canadian Heritage Day (September 7)

12. **Items Added**

13. **In-Camera Session**

(a) Land – Acquisition of Land – Section 33(c) – FOIP Act Handout

14. **Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL  
HELD ON TUESDAY, AUGUST 2<sup>nd</sup>, 2022 IN THE MUNICIPAL OFFICE,  
COUNCIL CHAMBERS**

**Present:** Mayor S. Nolls  
  
Councillors C. Barros, K. Baker,  
S. Pfeiffer, T. Randell & W. Smith  
  
Assistant CAO S. Gerlitz  
  
Media (2)

**Absent:** Councillor Lawlor  
CAO G. Switenky

**Call to Order:** Mayor Nolls called the meeting to order at 6:31 p.m.

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

**Motion 22:08:01** Moved by Councillor Baker to approve the agenda as amended.

MOTION CARRIED  
Unanimous

3. **Confirmation of Minutes:**

(a) Minutes of the Regular Meeting of Council held July 19<sup>th</sup>, 2022

**Motion 22:08:02** Moved by Councillor Smith that the Minutes of the Regular Meeting of Council held on July 19<sup>th</sup>, 2022 be approved as presented.

MOTION CARRIED  
Unanimous

(b) Business Arising from the July 19<sup>th</sup>, 2022 Minutes

4. **Citizen's Forum:** (a) None

5. **Delegations:** (a) None

6. **Administration:**

(a) Tax Public Auction Date – November 22, 2022

Assistant CAO S. Gerlitz advised that the Tax Public Auction has been scheduled for November 22, 2022 at 1pm.

The following shows the timeline that has to be followed in order for the Town of Stettler to hold the Tax Public Auction for the remaining properties in the tax recovery process:

Date	Action
Mar. 23/21	Prepared Tax Arrears List and sent notification to owners
Aug. 2/22	Council to set Reserve Bid and sale conditions
Sept. 8/22	Send ad to Alberta Gazette (send in 10 working days before ad)
Sept. 30/22	Advertise Public Auction in the Alberta Gazette
Oct. 11/22	Send copy of ad to registered property owners and all parties having an interest in the property
Nov. 10/22	Advertise Public Auction in the Stettler Independent
Nov. 22/22	Public Auction at the Town Office at 1:00 p.m.

Assistant CAO S. Gerlitz highlighted the following points:

- Section 418 of the MGA states that the Public Auction must be held between April 1, 2022 and March 31, 2023

- Under Section 419 of the MGA, Council must set a reserve bid that is as close as reasonably possible to the market value of the parcel and any conditions that apply to the sale.
- The tax recovery process can be stopped by payment of all tax arrears prior to the sale.
- The Town may apply for ownership of the property if it is not sold at the public auction.
- After the Town takes title to the property, the property owner can regain title to the property if all taxes are paid before the Town sells the property.
- The following property will go to the Public Auction on November 22, 2022 unless taxes are paid prior to the sale:

Lot/Block/Plan	Civic Address	Land	Improvements	Total
17-20-7922597	6211 – 39 Avenue	63,380	172,210	235,590
21-33-0427042	5304 – 50 Avenue	36,420	185,360	221,780

**Motion 22:08:03**

Moved by Councillor Barros that Town Council set the 2022 Tax Public Auction date as November 22, 2022 and approve using the 2022 assessment values as the reserve bids for all 2022 tax sale properties, and that the terms for the sale be cash or certified cheque.

MOTION CARRIED  
Unanimous

(b) CAO Reports

**Motion 22:08:04**

Moved by Councillor Pfeiffer that Town Council accept the CAO Reports as presented.

MOTION CARRIED  
Unanimous

(c) Meeting Dates

- Tuesday, August 16 – Council – 6:30pm
- Tuesday, September 6 – Council – 6:30pm
- Tuesday, September 13 – COW – 4:30pm
- Tuesday, September 20 – Council – 6:30pm
- **Wednesday, September 21-Friday, September 23 – Alberta Municipalities Conference – Calgary**
- Tuesday, October 4 – Council – 6:30pm
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- **Tuesday, December 13 – 2023 Interim Budget Workshop**
- Tuesday, December 13 – COW – 4:30pm
- Tuesday, December 20 – Council – 6:30pm

(d) Accounts Payable in the amount of \$1,590,357.33

**Motion 22:08:05**

Moved by Councillor Randell that the Accounts Payable in the amount of \$1,590,357.33 (\$169,022.80 + \$600.00 + \$157,495.41 + \$31,557.26 + \$116,065.19 + \$283,844.38 + \$704,303.06 + \$5,204.28 + \$122,264.95) for the period ending August 2<sup>nd</sup>, 2022 having been paid, be accepted as presented.

MOTION CARRIED  
Unanimous

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

(a) Mayor Nolls

July 20 – Talk of the Town  
July 21 – Signed Cheques at the Town Office  
July 24 – Meet & Greet with Communities in Bloom Judges  
July 25 – Communities in Bloom Events  
July 27 – Talk of the Town  
July 28 – Coast to Coast Car Tour Meeting  
July 28 – Signed Cheques at the Town Office

(b) Councillor Baker

July 24 – Meet & Greet with Communities in Bloom Judges  
July 25 – Communities in Bloom Events

(c) Councillor Barros

July 7 – Municipal Planning Commission Meeting  
July 24 - Meet & Greet with Communities in Bloom Judges  
July 25 – Communities in Bloom Events

(d) Councillor Lawlor

Report to be presented at a later meeting.

(e) Councillor Pfeiffer

July 24 – Meet & Greet with Communities in Bloom Judges  
July 25 – Communities in Bloom Events

(f) Councillor Randell

July 25 – Communities in Bloom Events  
July 27 – County of Stettler Housing Authority Meeting

(g) Councillor Smith

July 25 – Communities in Bloom Events

**Motion 22:08:06**

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

MOTION CARRIED  
Unanimous

8. **Minutes:** (a) Stettler Waste Management Authority – June 24, 2022

**Motion 22:08:07**

Moved by Councillor Pfeiffer that the Town of Stettler Council approve the Minutes (a) as presented.

MOTION CARRIED  
Unanimous

9. **Public Hearing:** (a) None

10. **Bylaws:** (a) None

11. **Correspondence:** (a) Alberta CARE Conference – September 7-9<sup>th</sup>, 2022

**Motion 22:08:08**

Moved by Councillor Randell that the Town of Stettler Council accept the Correspondence (a) as presented.

MOTION CARRIED  
Unanimous

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

13. **In-Camera Session:** (a) None

14. **Adjournment:**

**Motion 22:08:09**

Moved by Councillor Baker that this regular meeting of the Town of Stettler Council be adjourned.

MOTION CARRIED  
Unanimous at 6:42 p.m.

\_\_\_\_\_

Mayor

\_\_\_\_\_

Assistant CAO





# Request for Decision

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## Agenda Item: Emergency Contingency Preparation

### Issue

SREMA has very little emergency supplies, and what is currently in place is significantly old and in need of updating. Council should direct SREMA for the right preparatory decisions for major natural disasters.

### Options for Consideration

Council has a few different options:

1. Purchasing new emergency supplies. These supplies would need to be stored and maintained every so often for emergency situations. Two quotes have been obtained for a 50 person supply. (50 people equaling 1 reception center.)
  - a. F.A.S.T Limited: offer premade kits with items like first aid kits, emergency blankets, ropes, batteries, flashlights, air mattresses (pumps, mattresses, and storage cases), hygiene products, cutlery, sleeping bags, radio, megaphone, candles. Price quoted on January 13, 2022 was \$10,225.00 without shipping.

or

- b. Total Prepare Emergency Preparedness Solutions: premade kits include emergency foil blankets, foam sleeping pads, hygiene products, sleeping bags, and cutlery. Items are sold individually. There are a smaller variety of items available. The quoted price as of January 19, 2022 was \$5842.50 without shipping.

or

2. Neighboring counties have invested in Memorandum of Understanding (MOUs) with the Red Cross or with corporate chain hotels. The County of Stettler No. 6 could sign MOUs with the Red Cross, a hotel chain, and any other partners. These MOUs would be inactive until a major event. At that time the council would have the choice of which MOUs to activate. The financial obligation would come only in the case of an emergency event.

or

3. Defer decision to a future council meeting.

### General

Emergency preparedness is important to have for the region, as there can be huge financial cost associated with natural disaster. SREMA currently has aging supplies that are not a strong long-term solution.

Understanding that flooding, drought, heat waves, fires and other natural disasters could displace large numbers from our county.

It is good to acknowledge that a majority of residents will be unlikely to use SREMA emergency options. A majority of people will choose to find their own shelter (hotels, or staying with friends and family). We must also acknowledge the concerns with staffing and manning an emergency reception center. There is a large amount of time and energy in the set-up, 24/7 facilitation and take down of reception operations.

### **Financial**

The costs associated with this decision depend on the option for consideration.

### **Policy/Legislation**

#### **Municipal Government Act, RSA 2000, C M-26**

##### *Section 248 (1)*

Where a municipality may only make expenditure that is: (1) included in an operating budget, interim operating budget or capital budget or authorized by the Council.

### **Strategic Plan Linkages**

Supporting emergency management through planning and preparedness.

### **Implementation/Communication**

Upon approval by Council, SREMA will complete steps to implement emergency preparedness process.

### **Target Decision Date**

September 1<sup>st</sup>, 2022

### **Prepared By**

Clint Sime, Manager of Protective Services and Director of Emergency Management

## **MEMORANDUM**

Date: August 5, 2022

To: Greg Switenky  
CAO

From: Leann Graham  
Director of Planning and Development

Re: Town of Stettler Quality Management Plan

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### **Background**

The Quality Management Plan (QMP) is the terms and conditions of accreditation. The QMP describes the scope, operational requirements, and service delivery standards that will be met in the administration of an organization's accreditation. The Town of Stettler is accredited in multiple disciplines and manages 2 Quality Management Plans, one is specific to fire and is a joint QMP with our regional partners while the second only encompasses the Town of Stettler regarding the multi disciplines of safety codes: Building, Plumbing, Gas, Electric and Private Sewage Disposal.

During our last external Safety Codes Audit it was noted that our Quality Management Plan should be revisited and updated. Our current QMP was last updated and approved by Council in 2015, since that time there have been several legislative changes as well as changes in the Technical Discipline Service Delivery Standards for when and how many inspections will occur through the permit process.

The Safety Codes Council recognized the changes and provided accredited municipalities with a revised QMP template to align with all of the identified changes. Staff have prepared the template with Town of Stettler information for consideration and approval (attached).

### **Recommendations:**

Administration respectfully recommends that The Town of Stettler Council adopt the 2022 Quality Management Plan

**Town of Stettler**  
**Quality Management Plan**



Date: \_\_\_\_\_

**QMP Version: June 2020 v1.5**

# Town of Stettler

## Quality Management Plan

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This Quality Management Plan has been accepted  
by the Administrator of Accreditation.

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**Greg Switenky**  
**Administrator of Accreditation**

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**Date**



# Table of Contents

## Schedule A - Scope and Administration.....4

### 1.0 Scope of Accreditation ..... 5

- 1.1 Building .....5
- 1.2 Electrical.....5
- 1.3 Fire .....5
- 1.4 Gas .....5
- 1.5 Plumbing .....5

### 2.0 Quality Management Plan Administration ..... 7

- 2.1 Overall Administration.....7
  - 2.1.1 Delivery of Safety Codes Services..... 7
  - 2.1.2 Contracted Accredited Agency ..... 7
  - 2.1.3 Monitoring and Oversight ..... 7
- 2.2 Personnel .....8
  - 2.2.1 Appointment of a QMP Manager ..... 8
  - 2.2.2 SCO Authority ..... 8
  - 2.2.3 Declaration of Status ..... 8
  - 2.2.4 Registry of SCO and Permit Issuers ..... 8
  - 2.2.5 Training and Professional Development..... 9
- 2.3 QMP Access.....9
- 2.4 Training on the Contents of this QMP .....10
- 2.5 Freedom of Information and Confidentiality .....10
- 2.6 Records.....10
- 2.7 Council Levy .....11
- 2.8 Permit Information and Permissions .....11
- 2.9 QMP Amendments and Revisions.....11
- 2.10 Annual Internal Review .....11
- 2.11 Cancellation of Accreditation.....12
- 2.12 Organizational Chart .....13
- 2.13 Municipal Agreement – Update or Scope Change.....14
- 2.14 QMP Manager Information.....14
- 2.15 Notices .....14

## Schedule B - Operational Requirements.....15

### 3.0 Operational Requirements..... 16

- 3.1 Definitions .....16
  - 3.1.1 Deficiency ..... 16
  - 3.1.2 Unsafe Condition ..... 16
  - 3.1.3 Final Inspection..... 16
  - 3.1.4 Imminent Serious Danger ..... 16
- 3.2 Scope of Services.....16
- 3.3 Interdisciplinary Technical Coordination .....17
- 3.4 Orders .....17

3.5	Emergency Situations.....	18
3.6	Alternative Solution Proposals and Variances .....	18
3.7	Permit Administration.....	19
	3.7.1 <i>Permit Applications</i> .....	19
	3.7.2 <i>Permit Information</i> .....	19
	3.7.3 <i>Terms and Conditions of Permit</i> .....	20
	3.7.4 <i>Annual Permits</i> .....	20
	3.7.5 <i>Permit Expiry</i> .....	20
	3.7.6 <i>Permit Extension</i> .....	21
	3.7.7 <i>Permit Services Report</i> .....	21
	3.7.8 <i>Permit Refusal, Suspension, or Cancellation</i> .....	21
3.8	Site Inspections .....	22
3.9	Site Inspection Reports .....	22
3.10	No-Entry Policy.....	23
3.11	Verification of Compliance (VOC) .....	23
3.12	Investigation and Reporting of an Unsafe Condition, Accident, or Fire .....	23

**Schedule C -Technical Discipline Service Delivery Standards .....25**

**4.0 Technical Discipline Service Delivery Standards..... 26**

4.1	Building .....	26
	4.1.1 <i>Building Permits</i> .....	26
	4.1.2 <i>Construction Document Review</i> .....	26
	4.1.3 <i>Compliance Monitoring on Projects Requiring Professional Involvement</i> .....	26
	4.1.4 <i>Building Site-Inspections</i> .....	27
	4.1.5 <i>Miscellaneous Building Site Inspections</i> .....	29
4.2	Electrical.....	31
	4.2.1 <i>Electrical Permits</i> .....	31
	4.2.2 <i>Construction Document Review</i> .....	31
	4.2.3 <i>Electrical Installation Site-Inspections</i> .....	31
	4.2.4 <i>Miscellaneous Electrical Inspections</i> .....	32
4.3	Electrical Utility .....	33
	4.3.1 <i>Construction Document Review</i> .....	33
	4.3.2 <i>Electrical Utility System Site Inspections</i> .....	33
4.6	Fire .....	34
4.7	Gas .....	35
	4.7.1 <i>Gas Permits</i> .....	35
	4.7.2 <i>Construction Document Review</i> .....	35
	4.7.3 <i>Gas Installation Site-Inspections</i> .....	35
	4.7.4 <i>Miscellaneous Gas Inspections</i> .....	35
4.8	Plumbing .....	37
	4.8.1 <i>Plumbing Permits</i> .....	37
	4.8.2 <i>Construction Document Review</i> .....	37
	4.8.3 <i>Plumbing Installation Site-Inspections</i> .....	37
	4.8.4 <i>Permits for Private Sewage Disposal Systems</i> .....	38
	4.8.5 <i>Private Sewage Disposal System Site Inspections</i> .....	38
	4.8.6 <i>Miscellaneous Plumbing Inspections</i> .....	38

# Schedule A - Scope and Administration

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## 1.0 Scope of Accreditation

The **Town of Stettler** herein referred to as “The Municipality” will administer the Safety Codes Act (Act) including the pursuant regulations, codes and standards that are in force as amended from time-to-time and applicable in the following technical discipline(s) within their jurisdiction.

### 1.1 Building

- All parts of the:
  - National Building Code – 2019 Alberta Edition; and
  - National Energy Code of Canada for Buildings 2017.
- Or**
- Only those parts of the National Building Code – 2019 Alberta Edition:
  - pertaining to small buildings being 3 storeys or less in height, having a building area of 600m<sup>2</sup> or less, and used as major occupancies classified as Group C - residential, Group D - business and personal services, Group E - mercantile, or Group F2 and F3 - medium and low hazard industrial.
- And**
- All parts of the:
  - National Energy Code of Canada for Buildings 2017.

### 1.2 Electrical

- All parts of the:
  - CSA C22.1-21 Canadian Electrical Code (25th Edition).
- All parts of the:
  - Alberta Electrical Utility Code, 5th Edition, 2016.

### 1.3 Fire

- All parts of the:
  - National Fire Code – 2019 Alberta Edition; and
  - Fire Investigation (cause and circumstance).
- Or**
- All parts of the:
  - National Fire Code – 2019 Alberta Edition **except** the requirements pertaining to the installation, alteration, and removal of the storage tank systems for flammable liquids and combustible liquids, and
  - Fire Investigations (cause and circumstance).
- Fire Prevention Programs (optional).
- Public education.

### 1.4 Gas

- All parts of the:
  - CAN/CSA-B149.1-15 Natural Gas and Propane Installation Code,
  - CAN/CSA-B149.2-15 Propane Storage and Handling Code, and
  - CAN/CSA-B108-18 Natural Gas Fuelling Stations Installation Code.
- Excluding the:**
  - CAN/CSA-B149.5-15 Installation Code for Propane Fuel Systems and Tanks on Highway Vehicles,
  - CSA-B109-17 Natural Gas for Vehicles Installation Code; and
  - CAN/CSAB149.3-15 Code for the Field Approval of Fuel-Related Components on Appliances and Equipment.

### 1.5 Plumbing

- All parts of the:
  - National Plumbing Code of Canada 2015, and

- Alberta Private Sewage Systems Standard of Practice 2015

## **2.0 Quality Management Plan Administration**

### **Town of Stettler**

#### **2.1 Overall Administration**

The Municipality is responsible for the administration of this accreditation and the delivery of safety codes services in compliance with this Quality Management Plan (QMP).

The Municipality will ensure that its employees, contractors, and contracted accredited agencies follow this QMP.

The Municipality recognizes that failure to follow this QMP could result in the Administrator of Accreditation taking action to bring the Municipality back into compliance. This could include suspension of the Municipality's accreditation. In the event that any actions taken do not achieve the intended outcome of compliance with this QMP, the Administrator of Accreditation may consider the cancellation of the Municipality's accreditation.

##### **2.1.1 Delivery of Safety Codes Services**

The Municipality will provide the safety code services prescribed in this QMP through its own staff, and accredited agencies. In doing so, it will ensure that sufficient personnel, technical and administrative, will be available to meet the expectations, obligations and responsibilities inherent to its accreditation. This includes being able to competently deliver the safety codes services required by this QMP in order to effectively administer the Act, its regulations, codes, and standards in force in Alberta. All safety codes services will be performed in compliance with this QMP, in a timely and professional manner, with impartiality and integrity, while working co-operatively with the citizens of the Municipality to ensure compliance with the Act.

The Municipality will maintain an atmosphere that supports objective and unbiased decisions. All Safety Codes Officers (SCOs) working for the Municipality will have the ability and opportunity to make independent decisions relative to compliance monitoring, without undue influence of management, elected officials, or any other party.

##### **2.1.2 Contracted Accredited Agency**

The Municipality acknowledges that, should the required safety codes services be provided by an accredited agency, the Municipality will ensure that a formal contract for services is in place. The Municipality understands that it is responsible to effectively manage the contract with the accredited agency to ensure that the accredited agency is adhering to the service delivery standards of this approved QMP. Contracts with accredited agencies will include a statement that ensures that all SCOs will have the right to work in atmosphere free of undue influence, and hold the discretionary authority to perform their duties as outlined in the Act.

##### **2.1.3 Monitoring and Oversight**

The Safety Codes Council (Council) has the responsibility for monitoring and oversight of an accredited municipality's compliance with the terms and conditions of its accreditation as outlined in its QMP, the Act, and the Act's regulations. In becoming accredited, the Municipality recognizes that the Council, or its representative, will complete a review and audit of the Municipality's performance as an accredited organization according to Council policy and procedures. The Municipality will fully cooperate with the

Council on matters that relate to the administration of the QMP and the monitoring and oversight of its accreditation. The Municipality accepts that the Council has full and unfettered access to all records of the Municipality relating to the provision of services under this QMP, which includes the right to enter the Municipality premises at any reasonable time in order to inspect, review, audit, or retrieve such records. The Municipality will implement the recommendations made from the audit process, and the Administrator of Accreditation.

## **2.2 Personnel**

The Municipality will employ, retain, or otherwise engage:

- SCOs who are appropriately certified and designated to carry out the provisions of the QMP; and
- persons knowledgeable with the Act, regulations, codes, standards, Council policies, and other applicable legislation relative to the services to be provided.

### **2.2.1 Appointment of a QMP Manager**

The Municipality will identify a QMP Manager who is responsible for the administration of the QMP. The QMP Manager will be an employee of the Municipality. If the individual fulfilling the role of QMP Manager changes, the Municipality is responsible for informing the Council of this change and providing the name of the person who will assume the role of QMP Manager.

### **2.2.2 SCO Authority**

The Municipality acknowledges the authority and discretion of SCOs as prescribed under the Act, and their freedom to exercise that authority to:

- provide safety codes consultation;
- review plans issue permits;
- carry out an inspection for anything, process, or activity to which this Act applies for the purpose of ensuring compliance with the Act;
- issue reports and correspondence:
- accept a Verification of Compliance;
- review alternative solution proposals;
- issue variances;
- issue orders;
- engage in enforcement action;
- conduct investigations;
- require professional engagement; and
- re-inspect.

### **2.2.3 Declaration of Status**

The Municipality will ensure that any or all SCOs, staff, or officers, whether employed, retained or otherwise engaged by an accredited agency, will be an unbiased third party in any services provided under this QMP. This includes participation in any design, construction, installation, or investigation activities for projects where they also provide compliance monitoring.

### **2.2.4 Registry of SCO and Permit Issuers**

The Municipality is responsible for maintaining in Council Connect the list of the SCOs and permit issuers designated under its accreditation to provide safety codes services pursuant to this QMP. This list will be

reviewed every six (6) months to ensure it remains current. Upon request by the Council, the Municipality will confirm the validity of its list of designated employees in Council Connect. If there are any employees not listed in Council Connect, the Municipality will submit a request to the Council that they be designated.

### **2.2.5 Training and Professional Development**

#### **a. SCOs**

The Municipality acknowledges the responsibilities of SCOs to obtain training to maintain SCO certification. It will ensure that SCOs attend update training and development as required by the Council to maintain current SCO certification and competency including but not limited to changes in:

- the Act;
- regulations under the Act;
- codes and standards mandated by the Act;
- procedures under the Act;
- Council policies and directives;
- directives from an Administrator;
- assigned duties; and
- professional development.

#### **b. Permit Issuers**

The Municipality acknowledges the responsibilities of permit issuers to remain current and up-to-date on:

- the Act;
- regulations under the Act;
- their responsibilities as a permit issuer; and
- the contents of this QMP.

As required and deemed necessary by the Municipality, the Municipality will support permit issuers in obtaining training related to their responsibilities.

#### **c. Other Personnel**

The Municipality acknowledges its responsibilities to ensure that its employees involved in the administration of its accreditation remain current and up-to-date on:

- the Act;
- regulations under the Act;
- their responsibilities in administering the Municipality's accreditation; and
- the contents of this QMP.

As required and deemed necessary by the Municipality, the Municipality will support those employees involved in the administration of its accreditation in obtaining training related to their responsibilities.

## **2.3 QMP Access**

The Municipality will ensure that all staff, SCOs, permit issuers, and contract personnel performing duties under the Act are aware of the content of this QMP and any revisions. It will also provide access to a copy of this QMP, the Act, its regulations, and Council policies.

The Municipality will:

- maintain a list of the individuals that have been provided with a copy of its QMP;
- annually review and update this list to ensure it remains current; and
- distribute copies of any approved amendments to this QMP to all individuals on this list in a timely manner.

## **2.4 Training on the Contents of this QMP**

The Municipality will train personnel involved in the delivery of safety codes services, and the administration of its accreditation, on the contents and requirements of this QMP. A record of the personnel who have received this training will be reviewed and updated annually.

## **2.5 Freedom of Information and Confidentiality**

The Municipality will ensure that all staff, SCOs, permit issuers, and contracted personnel preserve confidentiality with respect to all information and documents that come to their knowledge from their involvement with the administration of this QMP. The *Freedom of Information and Protection of Privacy Act R.S.A. 2000, c F-25* and its regulations apply to all information and records relating to, created, or collected under this QMP.

## **2.6 Records**

The Municipality will maintain a file system for all records associated to administration of the Act and services provisions within the QMP including:

- permit applications and permits;
- plans, specifications, and other related documents;
- new home warranty verification as applicable;
- licensed residential builder verification as applicable;
- plans review reports;
- requests for inspections and services;
- inspection reports;
- investigation reports including supporting documentation;
- Verifications of Compliance (VOC);
- variances including application and supporting documentation;
- orders;
- Permit Services Reports (PSRs);
- related correspondence;
- a list of contracts that relate to the administration of the QMP including any contracts with accredited agencies; and
- any other information that may be related to the administration of the Act, or identified and requested by the Administrator of Accreditation, and the Council.

The Municipality will retain the files and records:

- for a period no less than three (3) years;
- for a period prescribed by Council policy; or
- in accordance with Municipality's records retention policy, whatever period is greater.

All such files and records, electronic or hardcopy, will be available at the Council's request.

All records and other material related to the services provided under the administration of this QMP are the property of the Municipality. Any records where accredited agency(s) were involved will be returned to the Municipality within a reasonable time of completion of the service, or upon request of the Municipality.

## **2.7 Council Levy**

The Municipality will collect the Council levy for each permit or service provided under the Act, and remits the levy to the Council in the manner and form prescribed by the Council. If the Municipality has contracted with an accredited agency, the accredited agency can remit the levy on the Municipality's behalf. However, the Municipality remains solely responsible for remittance of the levy. It must also have a process in place to monitor and validate the accredited agency's remittance.

## **2.8 Permit Information and Permissions**

The Municipality will collect all information required by the *Permit Regulation (AR 204/2007)*, and as outlined in this QMP.

For administering the Act, permission is deemed the same as a permit.

## **2.9 QMP Amendments and Revisions**

All revisions or changes to this QMP require the approval of the Administrator of Accreditation, and must be submitted to the Administrator of Accreditation before they can be implemented.

Revisions and changes to this QMP must be submitted with the acceptance of the Municipality's QMP Manager, or a "duly authorized" employee of the Municipality. A duly authorized municipal employee is an individual who has been given, or delegated, the authority by the Municipality to sign the QMP on its behalf.

## **2.10 Annual Internal Review**

An Annual Internal Review (AIR) to evaluate the effectiveness of the administration of Municipality's accreditation and its compliance to its QMP will be completed. The AIR reports on the Municipality's activities from the previous calendar year.

This AIR will be submitted in accordance with the format and requirements established by the Council and the Administrator of Accreditation. Specifically, it will include a summary of all the findings of the review, identified successes, and areas for improvement.

The deadline for the Municipality to provide the AIR to the Council is March 31<sup>st</sup>.

## **2.11 Cancellation of Accreditation**

The Municipality, in the event that it ceases to administer the Act for any new thing, process, or activity to which the Act applies, retains responsibility for the safety codes services provided under the Act while accredited. The Municipality agrees and acknowledges that it is accountable to manage the cancellation of its accreditation in a responsible, orderly, transparent, and co-operative manner.

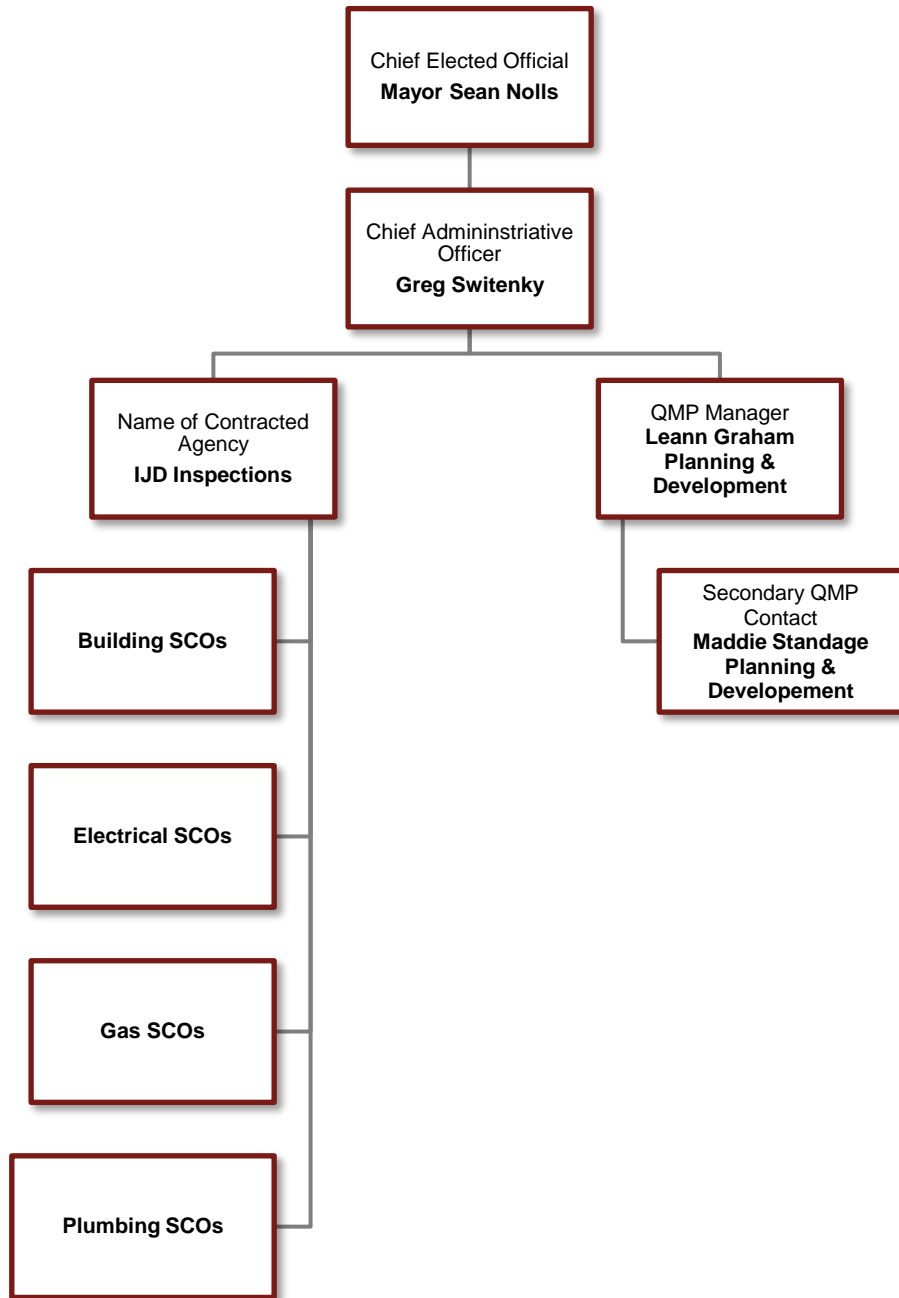
The Municipality accepts that it is obligated to work proactively with the Safety Codes Council, the Administrator of Accreditation, and the Authority Assuming Jurisdiction (the accredited organization that takes over responsibility for administering the Act) to ensure a smooth transition of jurisdictional authority. The cancellation of the Municipality's accreditation will not become effective until a transition plan approved by the Administrator of Accreditation is in place.

The Municipality will ensure the Council and the Administrator of Accreditation is provided with written notice of its intent to cancel.

The Municipality will resolve and manage the closure any outstanding orders or permits issued under the municipality's accreditation prior to the effective date of the cancellation. In the event that there are any orders or permits that remain unresolved, the effective date of the cancellation may be delayed by the Administrator of Accreditation. The Administrator of Accreditation may also direct the Municipality to work with the Authority Assuming Jurisdiction to determine the appropriate management of the open orders and permits after the effective date.



## 2.12 Organizational Chart



The above organizational structure, including the use and reporting relationship of accredited agencies, only applies with respect to the administration of this QMP

### 2.13 Municipal Agreement

The Municipality hereby acknowledges agreement, commitment, and adherence to this QMP.

<hr/> <b>Signature of Municipal Employee Duly Authorized to Enter Into this Agreement</b>	<hr/> <b>Date</b>
<hr/> Greg Switenky <b>Name</b>	<hr/> Chief Administrative Office <b>Job Title</b>
<hr/> 403-742-8305 <b>Phone Number</b>	<hr/> gswitenky@stettler.net <b>Email Address</b>

### 2.14 QMP Manager Information

<hr/> Leann Graham <b>QMP Manager Name</b>	<hr/> Director of Planning and Development <b>Job Title</b>
<hr/> Box 280, 5031 – 50 Street Stettler, Alberta T0C 2L0 <b>Mailing Address</b>	<hr/> 403-742-8305 <b>Phone Number</b>
<hr/> lgraham@stettler.net <b>Email Address</b>	

### 2.15 Notices

Correspondence regarding this QMP will be sent to the QMP Manager of the Municipality. It may also be forwarded to the Senior Administrative Officer, or other secondary QMP contacts as required.

## Schedule B - Operational Requirements

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## **3.0 Operational Requirements**

### **3.1 Definitions**

The following definitions apply.

#### **3.1.1 Deficiency**

A deficiency means any condition where the work is incomplete, or does not comply with the Act, regulation, or an associated code or standard. A deficiency can include an unsafe condition.

#### **3.1.2 Unsafe Condition**

An unsafe condition is any condition that, in the opinion of the SCO, could result in injury, death, or property damage or loss, and may include a deficiency or a situation of imminent serious danger.

#### **3.1.3 Final Inspection**

A final inspection means an inspection conducted when the project or designated portion of the project is, in the opinion of the SCO, sufficiently complete, safe, and compliant such that the owner can safely occupy or utilize the work for its intended use.

#### **3.1.4 Imminent Serious Danger**

Imminent serious danger is a condition that, in the opinion of the SCO, will result in injury, death, or property damage or loss if the condition is not corrected in a timely manner.

### **3.2 Scope of Services**

The operational requirements establishes responsibilities and processes in order to provide safety codes services under the Act, applicable regulations, and Council policy including, as applicable but not limited to:

- code advice:
  - construction;
  - building upgrade programs;
  - development and implementation of fire safety plans; and
  - storage of dangerous goods.
- plans examinations:
  - new construction;
  - building upgrade programs;
  - residential secondary suites; and
  - fire safety plans with emphasis to addressing all new construction, alterations, renovations, demolition, and removal of structures.
- permit/permission issuance:
  - construction;
  - renovations, alterations, reconstruction, demolition, additions, or other changes;
  - occupancy permit;
  - occupancy load certificates;
  - storage tank systems for flammable liquids and combustible liquids installation, alteration, or removal; and

- storage, purchase, or discharge of fireworks.
- compliance inspections of work and occupancy:
  - construction;
  - renovations, alterations, reconstruction, additions;
  - occupancy loads and changes in occupancy;
  - fire safety plan practices with emphasis on addressing the risk to occupied residential buildings;
  - follow-up inspections of deficiencies and unsafe conditions;
  - post-occupancy of facilities identified; and
  - special or other activities addressed in the codes or at the discretion of the SCO.
- alternative solution proposals, and variances;
- Verification of Compliance;
- collection and remittance of Council levies;
- issuance of Permit Services Reports;
- investigations; and
- maintenance of files and records.

### **3.3 Interdisciplinary Technical Coordination**

An effective safety codes system requires cooperation between technical disciplines.

Where possible or appropriate, SCOs from all technical disciplines will discuss and interact in relation to:

- inspections;
- subdivision applications;
- development permits;
- plans reviews;
- occupancy permits;
- occupancy load certificates;
- investigations;
- enforcement;
- closure of files; and
- areas of mutual interest.

### **3.4 Orders**

An SCO will issue in a format and serve an order in accordance with the Act, the *Administrative Items Regulation (A.R.16/2004)*, Council policy, and this QMP.

Upon compliance with an Order, a notice will be provided to the person(s) to whom the Order was served as well as to the Council.

An SCO will:

- Prior to issuing an Order, first make every reasonable effort, including consultation with the QMP Manager or designate, to facilitate conformance with the Act.
- Issue an Order if they are of the opinion that all other reasonable efforts to obtain compliance with

have failed.

- Issue an Order in accordance with the Act, and the *Administrative Items Regulation (A.R.16/2004)*.
- On issuance of an Order, provide a copy to the Municipal QMP Manager, or designate.
- Provide a copy of the Order to the Administrator of Accreditation at the Council no later than 10 days after issuance.
- Monitor the Order for compliance.
- Issue written acknowledgement of Order being satisfied to all parties to whom the originating Order was served and to the Council.

Orders may be appealed in accordance with the Part 5 of the Act and Council bylaw, policy, and procedure.

The enforcement of an Order is the responsibility of the SCO and the Municipality. It is the purview of the Municipality to escalate enforcement measures as it deems necessary.

### 3.5 Emergency Situations

An SCO, on reasonable and probable grounds, may take any immediate action they consider necessary if they are of the opinion that a situation of **imminent serious danger** to persons or property exists due to:

- any thing, process or activity to which the Act applies; or
- a fire hazard, or
- risk of explosion.

### 3.6 Alternative Solution Proposals and Variances

An SCO may review an alternative solution proposal and issue a variance for any thing, process, or activity to which the Act applies if they are of the opinion that it provides approximately equivalent or greater safety performance in regards to persons and property as provided for by the Act.

A variance can be site-specific or for multiple locations within a municipality for a thing, process, or activity with the same conditions. However, and SCO **cannot** issue a variance that:

- removes or relaxes an existing code, standard, or rule; and
- is outside the scope of their designation of powers.

A variance will be issued in writing and in a format consistent with the template published by the Council.

A request for a variance made by an owner, or an owner's representative, must:

- be made in writing;
- be signed by the owner or the owner's representative; and
- include support documentation that demonstrates that the variance requested provides equivalent or greater level of safety that is identified by the code, standard, or regulation.

In making a decision on an alternative solution proposal or variance request, an SCO will ensure that they thoroughly research the subject matter to which it relates.

A copy of an approved variance will be provided, within ten (10) days of issuance, to the:

- owner;
- contractor, if applicable;
- the Council; and

- the Municipality, if issued by their contracted accredited agency.

Registration of the variance with the Council requires only a copy of the approved variance. Submission of background and support documentation is not required.

A copy of the variance will be placed on the permit file.

### **3.7 Permit Administration**

#### **3.7.1 Permit Applications**

An application for a permit and any information required to be included with the application must be submitted in a form and manner satisfactory to the SCO or permit issuer. The application must include the following information:

- State the use or proposed use of the premises.
- Clearly set forth the address or location at or in which the undertaking will take place.
- The owner's name and contact information.
- Any further information as required to enable the permit issuer to determine the permit fee.
- Describe the undertaking, including information satisfactory to the permit issuer, regarding the technical nature and extent of the undertaking.
- The name, complete address, telephone number, and evidence of credentials required of the permit applicant, together with the written or electronic signature of the permit applicant.
- For a permit for the building discipline:
  - state the type of occupancy;
  - set out the prevailing market value of the undertaking; and
  - if a structure is to be installed on a temporary basis, as determined by the permit issuer, state the period for which the structure will be installed.
- Include a method of payment of fees acceptable to the permit issuer.
- Include any further information that the permit issuer considers necessary, including the provision of:
  - a site plan that shows the actual dimensions of the parcel of land and the location of the proposed undertaking in relation to the boundaries of the parcel of land and other buildings on the same parcel of land;
  - copies of plans and specifications for the proposed undertaking; and
  - documentation required to verify information provided by the applicant.
- A collection, use, and disclosure of information statement (FOIPP) that meets the requirements of the Freedom of Information and Protection of Privacy, which are:
  - the purpose for which the information is collected;
  - the specific legal authority for the collection; and
  - the title, business address, and business telephone number of an officer or employee of the public body who can answer the individual's questions about the collection.

#### **3.7.2 Permit Information**

Permits will include the following information:

- a permit number or other unique identifier that has been assigned by the permit issuer to the

undertaking;

- the date on which the permit is issued;
- the name of the owner, and/or the person to whom the permit has been issued;
- where the undertaking is to take place;
- a description of the undertaking or portion of the undertaking governed by the permit; and
- any other information that the SCO and/or permit issuer considers necessary.

### **3.7.3 Terms and Conditions of Permit**

A permit may contain terms and conditions that include, but are not limited to:

- Requiring:
  - permission be obtained from the SCO before occupancy or use of the construction, process, or activity under the permit;
  - an identification number or label to be affixed to the undertaking; and
  - SCO approval be obtained before any part of the work or system is occupied, covered, or concealed;
- Setting:
  - the date on which the permit expires;
  - a condition that causes the permit to expire;
  - the period of time that the undertaking may be occupied, used or operated;
  - the scope of the undertaking being permitted;
  - the location or locations of the undertaking being permitted;
  - the qualifications of the person responsible for the undertaking and/or doing the work;

### **3.7.4 Annual Permits**

An annual permit may be issued in the electrical, gas, or plumbing discipline allowing the owner, or operator, of the premise to effect minor repairs, alterations, or additions on the premises under the following conditions:

- a person who holds a trade certificate in the appropriate trade under the Apprenticeship and Industry Training Act carries out the undertaking;
- the owner or operator does not effect major alterations or additions to the premise; and
- the owner or operator maintains on the premise an accurate record of all repairs for the previous two (2) years and makes the records available to an SCO upon request.

The inspection time frame for an Annual Permit may not be extended.

### **3.7.5 Permit Expiry**

A permit will expire according to the expiry date, and terms and conditions set in the permit. In the absence of an expiry date, a permit will expire in conformance with the Act and the *Permit Regulation (AR 2004/2007)*.

The Municipality will upon permit expiry:

- notify the owner, and the permit applicant, as indicated on the permit application by issuing a Permit Services Report; and
- close the permit by recording the reason and date for the expiration within the permit file; and



- maintain the permit file according to its records management system.

### 3.7.6 Permit Extension

On the written request of a permit holder, a permit issuer may extend a permit for a fixed period of time that they consider appropriate. An application for a permit extension must be received prior to the permit expiring.

### 3.7.7 Permit Services Report

A Permit Services Report (PSR) will be:

- Used to complete and close a permit file.
- Issued within 30 days of completing the compliance monitoring services required in this QMP.
  - Completion of compliance monitoring services means:
    - after completion of the final required inspection;
    - acceptance of a Verification of Compliance in lieu of an inspection where allowed; or
    - compliance with the no-entry policy regarding the final required inspection.
- Issued to the owner.
  - Owner, in order of preference, means the owner of the project at the time the:
    - permit was purchased,
    - compliance monitoring services were provided, or
    - PSR was issued.

The Municipality or an SCO may:

- reactivate a permit file at any time, and
- inspect the undertaking authorized by the permit after closure and attach report to the permit.

Where an identified unsafe condition remains uncorrected, the Municipality will **not issue a PSR or close a permit file**.

### 3.7.8 Permit Refusal, Suspension, or Cancellation

An SCO may refuse, suspend, or cancel a permit in accordance with the Act and the *Permit Regulation (AR 2004/2007)*.

The Municipality will upon refusal, suspension or cancellation of a permit:

- serve written notice to the owner and the permit applicant of the reason for the refusal, suspension or cancellation;
- advise the owner of their right to appeal to the Council within 30 days from the date they are served the written notice; and
- place the written notice on the permit file.

A PSR will be issued when a permit is refused, suspended, or cancelled.

### 3.8 Site Inspections

Inspections, conducted in accordance with the technical service delivery standards detailed in Schedule C of this QMP, will determine and advise the owner of compliance to applicable codes and standards.

An SCO can conduct as many inspections as required, over and above the mandatory minimum inspections stipulated in Schedule C—Technical Service Delivery Standards (Schedule C) to ensure compliance with the Act.

All safety codes inspections covered under the municipality's accreditation will:

- be conducted:
  - by a certified and designated SCO;
  - at the stages, and within the time frames, noted in in Schedule C of this QMP; and
  - within 5 working days of the requested inspection date;
- determine if the thing, process, or activity authorized by a permit complies with the Act, regulations, and codes and standards;
- address the status of the work at the stage of inspection, any previously identified deficiencies, and any related work or condition observed.

### 3.9 Site Inspection Reports

An inspection report will be completed following an inspection. The inspection report will include:

- name, signature, and designation number of the SCO conducting the inspection;
- permit number, and the Municipality file number if applicable;
- construction discipline associated with the work being inspected;
- name of the Municipality;
- owner name, address, phone number, and email if applicable;
- contractor name, address, phone number and email if applicable;
- address of the site inspected;
- date of the inspection;
- the stage(s) of work being inspected;
- a description of the applicable work in place at the time of inspection;
- all observed deficiencies including any condition where the work is incomplete, or does not comply with the Act, its regulations, or associated code;
- all outstanding deficiencies from all previous inspection reports, and plan reviews;
- all observed unsafe conditions including any condition that, in the opinion of the SCO, could result in property loss, injury, or death, and is **not** a situation of imminent serious danger;
- documentation of the corrective action taken to resolve unsafe conditions through re-inspection(s), or VOC; and
- all observed situations of imminent serious danger, and the action taken by the SCO to address, mitigate and remove the danger.

Completed inspection reports will be provided either electronically, or by hard copy, to the permit applicant and the contractor. If requested, the inspection report can be provided to the owner, project consultant, architect, or consulting engineer.

A copy of a completed inspection report will be placed on the permit file.

### **3.10 No-Entry Policy**

If an SCO is unable to gain entry to a site for a required inspection, a notification will be left on-site. Alternatively, this notification can be provided as appropriate to the owner, or permit applicant, by documented phone call, electronically or by mail. The notification will advise of the inspection attempt, and request that the Municipality be contacted to arrange for a date and time for the site inspection to be completed.

If the Municipality does not receive a response within 30 days of the notification, the Municipality will send the owner, or permit applicant, a second notification requesting that the Municipality be contacted within 30 days to arrange for a date and time for the site inspection to be completed.

If no response is received to the second notification, the inspection stage may be considered a “no-entry,” and counted as the required inspection.

In the case of a final inspection, a “no-entry” will be noted on the PSR to identify that the final inspection was not conducted, and the file will be closed.

### **3.11 Verification of Compliance (VOC)**

An SCO, at their discretion, can accept a Verification of Compliance in place of an inspection for an identified deficiency or non-compliance. An SCO is **not required** to accept a VOC.

A VOC may be used:

- as follow-up on noted deficiencies or unsafe conditions on a site inspection report; or
- in lieu of a site inspection when permitted in this QMP.

A valid VOC must include:

- identification of the document as a VOC;
- address of the location where the VOC is being applied;
- permit number and discipline;
- name and title of the person who provided the VOC;
- detail on how the VOC was provided;
  - i.e. written assurance, verbal assurance with written documentation, site visit by designate, photographs, and etc.
- date the VOC was accepted by the SCO; and
- signature and designation number of the SCO.

### **3.12 Investigation and Reporting of an Unsafe Condition, Accident, or Fire**

As required by the Act, and the *Administrative Items Regulation (A.R.16/2004)*, an SCO may investigate an unsafe condition, accident, or fire to determine its cause, circumstance, and make recommendations related to safety.

Specific to the fire discipline, an SCO will investigate the cause, origin, and circumstance of every fire in which a person dies, or suffers injury that requires professional medical attention, or where property is damaged or destroyed.

When investigating an unsafe condition, accident, or fire, an SCO will exercise their authority and power as prescribed under the Act. While conducting an investigation to prevent injury, or death, or to preserve property or evidence, an SCO can close all or part of the affected premise for a period of 48 hours, or any extended period of time as authorized by a justice.

No person will remove or interfere with anything in, on, or about the place where the unsafe condition, accident, or fire occurred until permission has been granted by an SCO, unless it is necessary in order to:

- prevent death or injury;
- protect property or evidence;
- restore service.

An SCO who conducts an investigation will submit a copy of the report to the appropriate technical Administrator and provide a summary of the investigation to the Council.

# Schedule C -Technical Discipline Service Delivery Standards

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## **4.0 Technical Discipline Service Delivery Standards**

### **4.1 Building**

#### **4.1.1 Building Permits**

The Municipality will, prior to permit issuance:

- obtain construction documents including plans and specifications as outlined in the *National Building Code – 2019 Alberta Edition*;
- obtain any letters or schedules required to be provided by the *National Building Code – 2019 Alberta Edition*;
- conduct a preliminary review of the construction documents to determine if professional involvement is required or if there are any potentially significant code compliance issues;
- review applicable information on land conditions (e.g. substrata, soil conditions, water table, and etc.);
- obtain documents with the seal and signature of a registered architect and/or professional engineer(s), when required by the *National Building Code – 2019 Alberta Edition*;
- obtain New Home Warranty verification where applicable; and
- obtain a hot works permit, where applicable.

#### **4.1.2 Construction Document Review**

The Municipality will, not more than 15 days after permit issuance:

- complete a review of the construction documents in accordance with the requirements of the *National Building Code – 2019 Alberta Edition*;
- prepare a Plans Review Report;
- provide the Plans Review Report to the permit applicant and/or the contractor, and the Municipality's file and, if requested, to the owner, project consultant, architect, or consulting engineers; and
- provide one set of the examined construction documents to the permit applicant for retention and review at the project site, and retain one set on the Municipality's file.

The Municipality will, prior to construction, alteration, or demolition operations, obtain a fire safety plan for the project site in writing.

#### **4.1.3 Compliance Monitoring on Projects Requiring Professional Involvement**

The Municipality will:

- collect and maintain on file, required schedules, and/or a letter(s) of compliance from the professional architect or engineer when part(s) of the building require a professional architect or engineer; and
- collect and maintain on file all schedules and letters of compliance required in accordance with the *National Building Code – 2019 Alberta Edition* when registered professional architect or engineer involvement is required for the work covered under a permit.

#### 4.1.4 Building Site-Inspections

A building SCO will conduct site inspections at the stages indicated in the following tables:

**Table 1. Site Inspection Stages for Part 9 Buildings Not Requiring Overall Professional Involvement**

Type of Project	Type of Building and Major Occupancy	Minimum Inspections	Inspection Stage
Demolition	All	1	<ul style="list-style-type: none"> <li>○ at any stage within one (1) year from permit issuance</li> </ul>
New Construction, OR Alteration, addition, renovation, reconstruction, change in occupancy, minor work with a value of <b>less than \$50,000</b>	All	1	<ul style="list-style-type: none"> <li>○ at any stage</li> <li><b>OR</b></li> <li>○ within one (1) year from permit issuance</li> </ul>
New Construction <b>OR</b> Alteration, addition, renovation, reconstruction, change of occupancy, with a value of work of <b>over \$50,000</b>	Single and Two Family Dwellings (Group C)	3	<ul style="list-style-type: none"> <li>○ complete foundation prior to backfill</li> <li><b>AND</b></li> <li>○ solid or liquid fuelled appliance(s), building envelop, and framing prior to covering up with insulation and vapour barrier</li> <li><b>OR</b></li> <li>○ building envelope including insulation and vapour barrier prior to drywall</li> <li><b>AND</b></li> <li>○ final inspection, including HVAC completion within two (2) years of permit issuance</li> </ul>
New Construction <b>OR</b> Alteration, addition, renovation, reconstruction, change of occupancy with a value of work of <b>over \$50,000</b>	Multi-family Residential, Townhouses, and Small Apartments (Group C)	3	<ul style="list-style-type: none"> <li>○ complete foundation prior to backfill</li> <li><b>AND</b></li> <li>○ solid or liquid fuelled appliance(s), building envelop, and framing prior to covering up with insulation and vapour barrier</li> <li><b>OR</b></li> <li>○ building envelope including insulation and vapour barrier prior to drywall</li> <li><b>AND</b></li> <li>○ final inspection, including fire alarm and HVAC completion within two (2) years of permit issuance</li> </ul>
New Construction <b>OR</b> Alteration, addition, renovation, reconstruction, change of occupancy, (with a value of work <b>over \$50,000</b> )	Business, Personal Services, Mercantile, Medical, and Low Hazard Industrial (Group D, E, F2, F3)	3	<ul style="list-style-type: none"> <li>○ complete foundation prior to backfill</li> <li><b>AND</b></li> <li>○ building envelope and HVAC rough-in</li> <li><b>OR</b></li> <li>○ framing, structure, and building envelop prior to insulation and vapour barrier</li> <li><b>AND</b></li> <li>○ final inspection, including HVAC completion within two (2) years of permit issuance</li> </ul>

**Table 2. Site Inspection Stages, Part 3 Buildings Not Requiring Overall Professional Involvement**

Type of Project	Major Occupancy	Minimum Inspections	Inspection Stages
Demolition	All	1	<ul style="list-style-type: none"> <li>○ at any stage within one (1) year of permit issuance</li> </ul>
Alteration, addition, renovation, reconstruction, change in occupancy, minor work with a value of <b>less than</b> \$50,000	All	1	<ul style="list-style-type: none"> <li>○ at any stage</li> <li style="text-align: center;"><b>OR</b></li> <li>○ within one (1) year of permit issuance</li> </ul>
New Construction <b>OR</b> Alteration, addition, renovation, reconstruction, change of occupancy with a value of work <b>over</b> \$50,000 <b>and less than</b> \$200,000	All	2	<ul style="list-style-type: none"> <li>○ *foundation</li> <li style="text-align: center;"><b>OR</b></li> <li>○ *framing, structure</li> <li style="text-align: center;"><b>OR</b></li> <li>○ *HVAC rough-in</li> <li style="text-align: center;"><b>OR</b></li> <li>○ *fire suppression systems</li> <li style="text-align: center;"><b>OR</b></li> <li>○ *fire alarm system</li> <li style="text-align: center;"><b>OR</b></li> <li>○ *HVAC completion</li> <li style="text-align: center;"><b>OR</b></li> <li>○ *interior partitioning</li> <li style="text-align: center;"><b>OR</b></li> <li>○ Medical Gas rough-in</li> <li style="text-align: center;"><b>AND</b></li> <li>○ *final inspection within one (1) year of permit issuance</li> </ul>
New Construction <b>OR</b> Alteration, addition, renovation, reconstruction, change of occupancy with a value of work over \$200,000	All	3	<ul style="list-style-type: none"> <li>○ *foundation</li> <li style="text-align: center;"><b>OR</b></li> <li>○ *framing, structure</li> <li style="text-align: center;"><b>OR</b></li> <li>○ *HVAC rough-in</li> <li style="text-align: center;"><b>OR</b></li> <li>○ *fire suppression systems</li> <li style="text-align: center;"><b>OR</b></li> <li>○ *fire alarm system</li> <li style="text-align: center;"><b>OR</b></li> <li>○ *HVAC completion</li> <li style="text-align: center;"><b>OR</b></li> <li>○ *interior partitioning</li> <li style="text-align: center;"><b>OR</b></li> <li>○ Medical Gas rough-in</li> <li style="text-align: center;"><b>AND</b></li> <li>○ *final inspection within two (2) years of permit issuance</li> </ul>

\* **NOTE:** Any of these site inspections may be combined when it's reasonable to do so, and if site conditions permit.



**Table 3. Site Inspection Stages, Part 3 or 9 Buildings Requiring Overall Professional Involvement**

Type of Project	Major Occupancy	Minimum Inspections	Inspection Stages
Demolition	All	1	<ul style="list-style-type: none"> <li>○ at any stage within one (1) year of permit issuance</li> </ul>
Alteration, addition, renovation, reconstruction, change in occupancy, minor work with a value of less than \$50,000	All	1	<ul style="list-style-type: none"> <li>○ at any stage</li> <li><b>OR</b></li> <li>○ within one (1) year of permit issuance</li> </ul>
New Construction <b>OR</b> Alteration, addition, renovation, reconstruction, change of occupancy with a value of work over \$50,000 and less than \$200,000	All	2	<ul style="list-style-type: none"> <li>○ interim inspection at approximately the mid-term of the work</li> <li><b>AND</b></li> <li>○ final inspection within two (2) years of permit issuance</li> </ul>
New Construction <b>OR</b> Alteration, addition, renovation, reconstruction, change of occupancy with a value of work over \$200,000	All	3	<ul style="list-style-type: none"> <li>○ *foundation</li> <li><b>OR</b></li> <li>○ *framing, structure</li> <li><b>OR</b></li> <li>○ *HVAC rough-in</li> <li><b>OR</b></li> <li>○ *fire suppression systems</li> <li><b>OR</b></li> <li>○ *fire alarm system</li> <li><b>OR</b></li> <li>○ *HVAC completion</li> <li><b>OR</b></li> <li>○ Interior Partitioning</li> <li><b>OR</b></li> <li>○ Medical Gas rough-in</li> <li><b>AND</b></li> <li>○ *final inspection within two (2) years of permit issuance</li> </ul>

\* **NOTE:** Any of these site inspections may be combined, when it is reasonable to do so and if site conditions permit.

**4.1.5 Miscellaneous Building Site Inspections**

In addition to the three tables above, the following inspection frequency will be adhered to in relation to the thing, process or activity identified below.

1. **Accessory Buildings**, including detached garages, or sheds, will be inspected within 180 days of permit issuance.
2. Single Family Manufactured Home, Ready-to-Move; or Mobile Home:
  - a. single family dwellings - manufactured, ready-to move or mobile home siting onto piles, blocks or existing foundation or crawlspace, at least one inspection within 180 days of permit issuance.

- b. single family dwellings – manufactured, ready-to-move or mobile home siting onto new foundation or crawlspace, at least two inspections, foundation and final within 180 days of permit issuance.
- 3. **Site Inspection of Part 10 buildings (Industrial Relocatable)** will consist of at least one on-site inspection within 90 days of final set-up stage.
- 4. **Site Inspection of Solid or Liquid Fuelled Heating Appliances** (under separate Permit) will consist of at least one (1) on-site inspection within 180 days of permit issuance.
- 5. **Site Inspection of Mechanical, Heating, or Ventilation Systems** (under separate permit) will consist of at least one (1) on-site inspection at the completion stage, prior to covering, within 180 days of permit issuance.
- 6. **Non-Flammable Medical Gas Piping Systems** will, at the discretion of SCO, consist of one (1) inspection, or acceptance of Verification of Compliance, within 180 days of permit issuance.
- 7. **Site Inspection of Vendors** that advertise, display, or offer for sale, things to which the Act applies will be inspected upon complaint or concern at the discretion of the Municipality.
- 8. **Site Inspection of Manufacturers** will be conducted at the discretion of the Municipality as per the permit inspection schedule for permitted work; or the compliance and enforcement process will be initiated for work not permitted or under other safety codes administration such as accredited corporation monitoring, a Standards Council of Canada program, a provincial government manufacturing program, or an international agreement, where the work is within scope of safety codes requirements.

## 4.2 Electrical

### 4.2.1 Electrical Permits

The Municipality will issue Electrical Permits.

### 4.2.2 Construction Document Review

An SCO or permit issuer may, as a condition of the permit, require the permit applicant to submit construction documents, including plans and specifications, describing the work for any proposed electrical installation.

### 4.2.3 Electrical Installation Site-Inspections

An electrical SCO will conduct site inspections at the stages indicated in the following table:

Type of Project	Minimum Inspections	Inspection Stages
Public Institutions, Commercial, Industrial, Multi-Family Residential with value of work <b>over</b> \$10,000	2	<ul style="list-style-type: none"> <li>○ rough-in inspection prior to cover-up</li> <li><b>OR</b></li> <li>○ mid-term</li> <li><b>AND</b></li> <li>○ final inspection at substantial completion of work described on the permit within two (2) years of permit issuance</li> </ul>
Public Institutions, Commercial, Industrial, Multi-Family Residential with value of work <b>less than</b> \$10,000	1	<ul style="list-style-type: none"> <li>○ rough-in inspection, or final inspection, within one (1) year of permit issuance</li> </ul>
Single Family Residential or Farm Buildings with value of work <b>over</b> \$2,500	2	<ul style="list-style-type: none"> <li>○ completed rough-in inspection prior to cover-up</li> <li><b>AND</b></li> <li>○ final inspection at substantial completion of work described on the permit within two (2) years of permit issuance</li> </ul>
Single Family Residential or Farm Buildings with value of work <b>less than</b> \$2,500	1	<ul style="list-style-type: none"> <li>○ final inspection, within one (1) year of permit issuance</li> </ul>
Skid Units, Relocatable Industrial Accommodation, Oilfield Pump-Jacks, and Temporary Services	1	<ul style="list-style-type: none"> <li>○ rough-in inspection prior to cover-up</li> <li><b>OR</b></li> <li>○ final inspection within 180 days of permit issuance, including all additional wiring for Relocatable Industrial Accommodation and Manufactured Housing</li> </ul>
Manufactured, ready-to-move, or mobile home, connection only	1	<ul style="list-style-type: none"> <li>○ final inspection within 180 days of permit issuance</li> </ul>
Annual Permit for minor alterations, additions conducted on one site	2	<ul style="list-style-type: none"> <li>○ mid- term inspection</li> <li><b>AND</b></li> <li>○ final inspection, within one (1) year of permit issuance</li> </ul>

#### 4.2.4 Miscellaneous Electrical Inspections

In addition to the table above, the following inspection frequency will be adhered to in relation to the thing, process, or activity identified below.

1. **Site Inspection of Vendors** that advertise, display, or offer for sale, things to which the Act applies will be inspected upon complaint or concern at the discretion of the Municipality.
2. **Site Inspection of Manufacturers** will be conducted at the discretion of the Municipality as per the permit inspection schedule for permitted work; or the compliance and enforcement process will be initiated for work not permitted or under other safety codes administration such as accredited corporation monitoring, a Standards Council of Canada program, a provincial government manufacturing program, or an international agreement, where the work is within scope of safety codes requirements.

### 4.3 Electrical Utility

Where applicable, the Municipality will act in accordance with the *Alberta Electrical Utility Code* for the installation and maintenance of electrical utility systems.

#### 4.3.1 Construction Document Review

Prior to construction, an SCO will review design documents and construction drawings applicable to the new installation of utility systems.

Standard designs for construction will be required to be reviewed on an ongoing basis to ensure that compliance is continually being achieved with applicable electrical system designs and regulation for the new installation of utility systems.

A plans review would not normally apply for work done in accordance with existing drawings, standards, and design. A plans review may be waived, at the discretion of the SCO, for minor alteration or renovation of utility systems.

An SCO may review design drawings that are not based on a standard design previously approved to ensure that compliance with applicable codes and standards are being achieved.

Maintenance of Utility Systems includes, but is not limited to, poles, substations and overhead and underground systems.

#### 4.3.2 Electrical Utility System Site Inspections

A Group B Electrical SCO will conduct site inspections, in accordance with the following table:

<b>Distribution (Dollar values based on project cost)</b>	<b>Minimum percentage of completed projects to be inspected</b>
Less than \$75K	30%
Greater than \$75K, less than \$500K	50%
Greater than \$500K	100%
<b>Transmission and Substations</b>	
Less than \$200K	50%
Greater than \$200K	100%

For construction that is based on a custom design, not repetitive in nature and not based on standard designs, and that has been signed by a Professional Engineer, the frequency of inspections shall be 30%.

The installations selected for site inspection will be selected at the discretion of the SCO. The SCO will consider the following elements when selecting installations for site inspections:

- urban verses rural construction;
- customer type, i.e. industrial, commercial, farm, residential;
- system upgrades;
- geographic location and terrain, i.e. service area, forest, prairie;
- construction crews involved; and
- facility risks.

The purpose for considering these elements is to provide for a thorough sample of the annual construction projects completed by the municipality.

## **4.6 Fire**

The Town of Stettler, through the Regional Fire Department, has a Joint Fire Quality Management Plan with County of Stettler, Village of Big Valley, Village of Donalda, Village of Gadsby, Summer Village of Rochon Sands, and Summer Village of White Sands. Please see separate document.

## 4.7 Gas

### 4.7.1 Gas Permits

The Municipality will issue Gas Permits.

### 4.7.2 Construction Document Review

An SCO or a permit issuer may, as a condition of the permit, require the permit applicant to submit construction documents including plans and specifications describing the work for any proposed gas installation.

### 4.7.3 Gas Installation Site-Inspections

A gas SCO will conduct site inspections at the stages indicated in the following table:

Installation Type	Minimum Inspections	Gas Installation Stages
Public Institutions, Commercial, Industrial, Multi-Family Residential	2	<ul style="list-style-type: none"><li>○ rough-in</li><li><b>AND</b></li><li>○ final inspection at substantial completion of work described on the permit within two (2) years of permit issuance</li></ul>
Single Family Residential or Farm Buildings	2	<ul style="list-style-type: none"><li>○ rough-in</li><li><b>AND</b></li><li>○ final inspection at substantial completion of work described on the permit within two (2) years of permit issuance</li></ul>
Single Family Residential accessory buildings, or any use alteration, addition, renovation, or reconstruction	1	<ul style="list-style-type: none"><li>○ final inspection at substantial completion of work described on the permit within two (2) years of permit issuance</li></ul>
Temporary Heat Installations, under separate permit, or temporary services	1	<ul style="list-style-type: none"><li>○ final inspection at substantial completion of work described on the permit within two (2) years of permit issuance</li></ul>
Connection of manufactured, ready-to-move or mobile home or propane tank set over 454 liters	1	<ul style="list-style-type: none"><li>○ final inspection within 180 days of permit issuance</li></ul>
Annual Permit	2	<ul style="list-style-type: none"><li>○ mid-term inspection</li><li><b>AND</b></li><li>○ final inspection at substantial completion of work described on the permit within one (1) year of permit issuance</li></ul>

### 4.7.4 Miscellaneous Gas Inspections

In addition to the table above the following inspection frequency will be adhered to in relation to the thing, process, or activity identified below.

1. **Site Inspection of Vendors** that advertise, display, or offer for sale things to which the Act applies will consist of inspecting upon complaint or concern at the discretion of the Municipality.

2. **Site Inspection of Manufacturers** will be conducted at the discretion of the Municipality as per the permit inspection schedule for permitted work; or the compliance and enforcement process will be initiated for work not permitted or under other safety codes administration such as accredited corporation monitoring, a Standards Council of Canada program, a provincial government manufacturing program, or an international agreement, where the work is within scope of safety codes requirements.



## 4.8 Plumbing

### 4.8.1 Plumbing Permits

The Municipality will issue Plumbing permits.

### 4.8.2 Construction Document Review

An SCO and/or a permit issuer may, as a condition of the permit, require the permit applicant to submit construction documents including plans and specifications describing the work for any proposed plumbing installation.

### 4.8.3 Plumbing Installation Site-Inspections

A plumbing SCO will conduct site inspections at the stages indicated in the following table:

Installation Type	Minimum # of Inspections	Plumbing Installation Stage
Public Institutions, Commercial, Industrial, Multi-Family Residential with <b>more than 5</b> fixtures	2	<ul style="list-style-type: none"> <li>○ rough-in below grade prior to covering</li> <li><b>OR</b></li> <li>○ rough-in above grade prior to covering</li> <li><b>AND</b></li> <li>○ final inspection at substantial completion of work described on the permit within two (2) years of permit issuance</li> </ul>
Public Institutions, Commercial, Industrial, Multi-Family Residential with 5 fixtures <b>or less</b>	1	<ul style="list-style-type: none"> <li>○ rough-in below grade prior to covering</li> <li><b>OR</b></li> <li>○ rough-in above grade prior to covering</li> <li><b>OR</b></li> <li>○ final inspection at substantial completion of work described on the permit within two (2) years of permit issuance</li> </ul>
Single Family Residential or Farm Buildings new construction or alteration, addition, or renovation with <b>more than 5</b> fixtures	2	<ul style="list-style-type: none"> <li>○ completed rough-in below grade</li> <li><b>OR</b></li> <li>○ completed rough-in above grade prior to covering within 180 days of permit issuance</li> <li><b>AND</b></li> <li>○ final inspection at substantial completion of work described on the permit within two (2) years of permit issuance</li> </ul>
Single Family Residential or Farm Building alteration, addition, or renovation with 5 fixtures <b>or less</b>	1	<ul style="list-style-type: none"> <li>○ final inspection at substantial completion of work described on the permit within two (2) years of permit issuance</li> </ul>
Manufactured, ready-to-move, or mobile home not on foundation, connection only	1	<ul style="list-style-type: none"> <li>○ final inspection within 180 days of permit issuance</li> </ul>
Annual Permit	2	<ul style="list-style-type: none"> <li>○ mid-term inspection</li> <li><b>AND</b></li> <li>○ final inspection at substantial completion of work described on the permit within one (1) year of permit issuance</li> </ul>
Private Sewage Disposal Systems	1	<ul style="list-style-type: none"> <li>○ one (1) site inspection prior to covering.</li> </ul>

#### **4.8.4 Permits for Private Sewage Disposal Systems**

The Municipality will issue permits for Private Sewage Disposal System installations.

The Municipality will, prior to permit issuance, require the permit applicant to provide all relevant installation details including:

- a site plan;
- the expected volume of sewage per day;
- the criteria used to determine the expected volume of sewage per day;
- description and details of all sewage system treatment and effluent disposal component(s); and
- details of the method(s) used to determine the soil effluent loading rate, including the results of the method(s) and who they were conducted by, and the depth to the water table if less than 2.4 m from ground surface.

A Plumbing Group B SCO will complete a review of the permit application information for compliance with the Private Sewage Disposal System regulations prior to permit issuance.

#### **4.8.5 Private Sewage Disposal System Site Inspections**

A Plumbing Group B SCO will conduct a minimum of one site inspection prior to covering.

#### **4.8.6 Miscellaneous Plumbing Inspections**

In addition to the table above, the following inspection frequency will be adhered to in relation to the thing, process or activity identified below.

- 1. Site Inspection of Vendors** that advertise, display, or offer for sale, things to which the Act applies will consist of inspecting upon complaint or concern at the discretion of the Municipality.
- 2. Site Inspection of Manufacturers** will be conducted at the discretion of the Municipality as per the permit inspection schedule for permitted work; or the compliance and enforcement process will be initiated for work not permitted or under other safety codes administration such as accredited corporation monitoring, a Standards Council of Canada program, a provincial government manufacturing program, or an international agreement, where the work is within scope of safety codes requirements.

## MEMORANDUM

**To:** CAO, Greg Switenky  
**From:** Communications Officer Lara Angus  
**Date:** August 11, 2022  
**Re:** 2022 AUMA Convention

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### **Overview:**

The 2022 Alberta Municipalities (AM) Convention is taking place from September 21<sup>st</sup> – 23<sup>rd</sup> at the Calgary Telus Convention Centre. Registrations have been secured for all members of Council as well as select members of Senior Administration.

Participants will be staying at the Marriott Downtown from Tuesday, September 20<sup>th</sup> – Friday, September 23<sup>rd</sup>. A group dinner will be held on Thursday, September 22<sup>nd</sup>. Participants will be receiving an e-mail with their hotel confirmation and dinner details prior to the convention.

Administration has requested a meeting with Minister of Transportation Prasad Panda during the AM Convention. Proposed topics of discussion include:

1. The replacement of traditional overhead slow blink amber pedestrian crossing lights to the LED solar panel rapid flash; there are currently two remaining on Highway 12 at 54<sup>th</sup> and 57<sup>th</sup> Street.
2. The road condition of Highway 56 through town from 52<sup>nd</sup>-57<sup>th</sup> Street and portions of Highway 12 near 50-57<sup>th</sup> Street, which were chip sealed several years ago and require rehabilitation.
3. The Community Airport Program application for runway paving.

The 2022 Alberta Municipalities Resolutions Book has been attached to this memo, and the convention agenda will be distributed upon publishing. If the above meeting request is successful, the time and date of the meeting will be included.

### **Calgary Marriott Downtown**

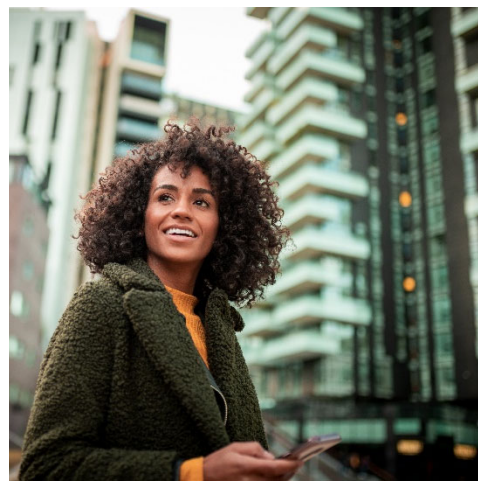
110 9 Avenue SE

### **Telus Convention Centre**

136 8 Avenue SE

If you have any immediate questions or concerns relating to the convention, please contact Communications Officer Lara Angus at 403-742-8305 or [langus@stettler.net](mailto:langus@stettler.net).

# 2022 Resolutions Book



Version 1 – July 27, 2022  
Resolutions for discussion at the 2022 Annual Convention  
September 21-23, 2022 | Calgary, AB

Resolutions Session - Thursday, September 22

# Contents

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About Resolutions .....	3
How to participate in the Resolutions Session .....	3
<b>CATEGORY B – ISSUES RELATED TO ALBERTA MUNICIPALITIES STRATEGIC INITIATIVES .....</b>	<b>5</b>
B1: Provincial-Municipal Revenue Sharing .....	6
B2: Transportation Infrastructure Funding.....	8
B3: Operational Transit Funding for Small to Medium Sized Municipalities.....	10
B4: Grant Alignment with Provincial Regulatory Requirements.....	14
B5: Incentivizing Comprehensive Flood Management .....	16
B6: Exemption of Stormwater Reuse from Licensing Requirements .....	18
B7: Intermunicipal Collaboration Frameworks.....	20
B8: Provincial Indigenous Awareness Training & Support .....	22
B9: Policing Fines and Penalties Revenue Sharing.....	24
B10: Advancing Action on Alberta’s Drug Poisoning Crisis .....	26
B11: Expansion of the Temporary Rental Assistance Benefit.....	28
B12: Municipal Identified Unique Housing Priorities.....	31
<b>CATEGORY C – OTHER ISSUES OF POTENTIAL INTEREST TO ALBERTA MUNICIPALITIES .....</b>	<b>33</b>
C1: Cannabis Plant Limits (Medical Certificate) for Residential Properties .....	34
C2: Equitable Provincial Charitable Gaming Model .....	36
C3: A Proposal to Review the Processes and Policies of the Natural Resources Conservation Board Concerning Confined Feeding Operations.....	38
C4: Disparity in Electricity Distribution and Transmission Rates.....	41
C5: Traffic Safety Act Exemption for Angle Parking in Cul-de-Sacs.....	44
C6: Attraction and Retention of Veterinarians to Small/Mid-sized Urban Municipalities Veterinary Practice.....	46
<b>CATEGORY E - EMERGENT RESOLUTIONS .....</b>	<b>49</b>
About Emergent Resolutions.....	50

# About Resolutions

Alberta Municipalities (ABmunis) conducts an annual resolutions process that enables member municipalities to identify and prioritize common issues and solutions while also empowering Alberta Municipalities Board of Directors to advocate to the federal and provincial governments on members' behalf. This process includes a Resolutions Session at the Alberta Municipalities Convention where members vote on the resolutions submitted.

As set out in ABmunis' [Resolutions Policy](#), a resolution must address a topic of concern affecting municipalities on a regional or provincial level, and must be approved by the council of the sponsoring municipality and seconded by an additional municipal council. A resolution must not direct one or more municipalities to adopt a particular course of action or policy but must be worded as a request for consideration of an issue, including a call for action by Alberta Municipalities.

Resolutions adopted by members annually at Convention are typically active for three years. Alberta Municipalities administration, standing committees and the Board take action to develop and implement advocacy strategies for each resolution. Given the scope, complexity, and volume of issues facing municipalities, ABmunis uses a framework to prioritize where it invests our collective efforts.

All resolutions from the current year and the thirteen previous years, including those that are both active and expired, are posted in the [Resolutions Library on ABmunis' website](#).

## *How to participate in the Resolutions Session*

The resolutions session will take place on Thursday, September 22 as part of [ABmunis 2022 Convention and Tradeshow](#). The session will follow our [Resolutions Policy](#), which outlines the process for the Resolutions Session at Convention in sections 32 to 57.

### **Who can speak to a resolution?**

As outlined in the Resolutions Policy, elected representatives of Regular Members can speak to resolutions. In addition, upon a motion from the floor, or at the discretion of the Resolutions Chair, a representative of an Associate Member, which are municipal districts and counties, may also speak to a resolution.

### **How to speak to a resolution**

After each resolution is introduced, and the mover has been given the chance to speak for two minutes, the Chair will call for a speaker in opposition, seeking clarification or proposing an amendment.

In person attendees wishing to speak to a resolution will be invited to go to microphones clearly marked for those wishing to speak in favour or in opposition. A call-in number will be set up for virtual attendees to speak to resolutions by phone.

Aside from the sponsor, a speaker cannot speak more than once on each resolution.

To be fair to everyone who wants to speak, we will turn off the microphone (or phone call) once a speaker's two minutes are up.

### **How to propose an amendment**

To propose an amendment, please send it to [resolutions@abmunis.ca](mailto:resolutions@abmunis.ca) as soon as possible ahead of the Resolutions Session.

Once the resolution session starts, those attending in person are asked to provide proposed amendments in writing to both the ABmunis staff person sitting in the audio booth at the back of the room and to the Resolutions Chair. Those attending virtually can enter amendments through the Zoom chat function.

Regardless of how you propose the amendment, please ensure you include your name, title, municipality, and the resolution title, along with the exact wording of the proposed amendment.

Note that all amendments must be moved and seconded.

### How to vote

In September, registered elected officials from Regular Member municipalities will receive voting credentials from Simply Voting. Elected officials who are eligible for voting credentials can vote on all resolutions.

The email from Simply Voting will look like this:

You are registered to vote during the ABmunis Convention taking place September 21-23. Below, you will find your login credentials for the vote.

**There is a test vote that is open now. Please check your credentials and cast a vote on the test question as soon as possible so that we can be sure you received your credentials.**

If you need any assistance, please contact: [xxx@dataonthespot.com](mailto:xxx@dataonthespot.com)

To vote, please visit: <https://xxxx.com/>

Then enter:

Elector ID - \*\*\*\*\*

Password - \*\*\*\*\*

Or follow this link to access the ballot directly: [xxxx](#)

Please note that these are only the voting credentials. Further information will be sent out by Alberta Municipalities in the coming days.

Regards,  
Alberta Municipalities

When you receive this email from Simply Voting, we ask that you **complete the test vote as soon as possible** to ensure that your credentials are activated. The same login information will be used during the Board of Director elections.

Please bring to convention a laptop, phone or other device that is internet enabled. Once we get to the resolutions portion of our event, you will be asked to log in to the Simply Voting website. Once a resolution is called to vote, you will hit the “next vote” button at the top of the page to see the current resolution available to vote on. After you have cast your vote, you will receive confirmation that your vote has been counted. Once the final vote result is posted, we will move onto the next resolution.

If you have any questions about this process, please contact [resolutions@abmunis.ca](mailto:resolutions@abmunis.ca).

# **2022 RESOLUTIONS**

## **CATEGORY B – ISSUES RELATED TO ALBERTA MUNICIPALITIES STRATEGIC INITIATIVES**



## B1: Provincial-Municipal Revenue Sharing

Moved by: City of St. Albert

Seconded by: City of Airdrie

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**WHEREAS** municipalities, their residents and businesses benefit from long-term, stable, and adequate financial commitments from other orders of government;

**WHEREAS** municipalities receive approximately 8 cents of every tax dollar generated by all orders of government, yet are responsible for over 60 per cent of public infrastructure and are limited in their ability to raise needed revenue other than through property taxes;

**WHEREAS** Provincial GDP grew by an estimated 5.8 per cent in 2021, and the provincial economy is expected to recover to 2014 levels in 2022, yet infrastructure funding for municipalities is nearly 40 per cent lower than the annual average prior to the 2015 recession in Alberta;

**WHEREAS** Alberta municipalities have worked with the province to absorb funding cuts and downloading from the Government of Alberta over the past several years, whilst maintaining core services and infrastructure through times of economic hardship;

**WHEREAS** notable examples of provincial funding reductions and downloading to municipalities include: a 50 per cent reduction to the Grants in Place of Taxes (GIPOT), the province is taking a greater share of revenue from municipally-issued fines, downloading DNA/Case Biology costs to municipalities, year-over-year reductions in the Municipal Sustainability Initiative, and downloading disaster recovery costs to municipalities;

**WHEREAS** the current total funding pot for the Local Government Fiscal Framework is inadequate, and will be 37 per cent less than the annual average of the Municipal Sustainability Initiative (MSI) and BMTG programs over the past decade starting in 2024;

**WHEREAS** the Local Government Fiscal Framework's total funding pot is legislated to grow at a rate of 50 per cent of provincial revenue growth, which would mean a 0.5 per cent growth in funding based on current provincial government projections, much lower than inflationary increases;

**WHEREAS** to reinstate historical funding levels of the Municipal Sustainability Initiative under the Local Government Fiscal Framework represents approximately 0.7 per cent of the province's total budget;

**WHEREAS** the Local Government Fiscal Framework provides a predictable foundation for provincial revenue-sharing with local governments, building upon the long-term tradition of doing so within Alberta, that can eliminate red-tape by providing a single, streamlined source of revenue-sharing with municipalities; and

**WHEREAS** municipalities are economic drivers across the Province, and are partners with the Government of Alberta through times of hardship and prosperity.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for the Government of Alberta to increase the size of the funding pot of the Local Government Fiscal Framework (LGFF) starting in 2024, and to grow it at a 1:1 ratio linked to provincial revenue as partners in economic prosperity and the provision of public services and infrastructure to Albertans.

### **BACKGROUND:**

Most municipalities rely on federal and provincial revenue transfers to address their infrastructure deficit. As complex organizations delivering meaningful services to citizens, all municipalities in Alberta rely on stable, predictable, and adequate revenue-sharing. Funding of this nature has been leveraged in the past to successfully

build and rehabilitate critical community infrastructure, support Albertans, and plan for the future. The projects, enabled by revenue-sharing mechanisms with the province, have had significant positive community impacts.

The 2022 Government of Alberta Budget was an important milestone, and it is commendable that the Government of Alberta was able to balance their books. This marks the transition from economic recovery to economic growth. Municipalities have been integral partners in helping to enable this milestone, by absorbing provincial funding reductions and downloading of services over the past several years.

Within a City of St. Albert context, since Budget 2020/21 this has included, annual recurring cost-reductions/downloading of the following:

- Government of Alberta taking greater share of municipal fine revenue (Loss of \$620,000 in revenue);
- Grants in Place of Taxes (GIPOT) 50 per cent reduction (loss of \$75,000 in revenue);
- DNA/Biology Caseworks billed to municipalities instead of Government of Alberta (additional \$25,000 cost); and
- Municipal Sustainability Initiative 25 per cent reduction (loss of \$4 million in revenue).

In total, this is equivalent to a 0.6 per cent property tax increase (excluding the MSI capital reduction) and means needed capital projects could be deferred and additional efficiencies sought to limit tax increases to ratepayers.

Many other Alberta municipalities have done the same.

The Local Government Fiscal Framework is critical to achieve long-term municipal sustainability and presents the opportunity to be a streamlined mechanism for provincial-municipal revenue sharing. It is positive in that it provides increased predictability, stability, and transparency for municipalities across Alberta. However, it is currently inadequately funded to meet the current and future infrastructure needs of Albertans, and to ensure appropriate asset management.

As partners with the Government of Alberta in achieving positive environmental, social, and economic outcomes, municipalities should share in economic growth and prosperity, as we have shared in reducing costs, red tape, and delaying projects to limit property tax increases to our shared residents.

This resolution aligns with a 2021 Alberta Municipalities member-adopted Request for Decision (RFD) on the Local Government Fiscal Framework Implementation, sponsored by the Village of Forestburg which called for removal of the 50 per cent limitation in the revenue index factor calculation so that annual changes in LGFF funding is equivalent to annual changes in the Government of Alberta's revenue and that the starting amount be increased.

**ALBERTA MUNICIPALITIES COMMENTS:**

As noted, this resolution aligns with a 2021 RFD and the ongoing advocacy by ABmunis to seek improvements to the Local Government Fiscal Framework. If this resolution is adopted, ABmunis will approach this issue with a high level of engagement.

## B2: Transportation Infrastructure Funding

Moved by: City of Airdrie

Seconded by: City of St. Albert

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**WHEREAS** municipalities develop Transportation Master Plans that align municipal policies and planning documents with a complementary transportation network planning strategy;

**WHEREAS** Transportation Master Plans (municipal, inter-municipal, sub-regional and regional) act as high-level planning documents allowing municipalities to better plan for major transportation infrastructure investments to ensure vital networks are both built and maintained;

**WHEREAS** safe, connected and resilient transportation networks allow both people and goods to move freely and efficiently across Alberta, supporting economic growth and prosperity;

**WHEREAS** municipal strategic transportation infrastructure projects connecting to provincially owned road networks improve both access and safety to key transportation routes;

**WHEREAS** provincial funding for strategic municipal transportation infrastructure projects that improve performance of network systems is not certain nor is the formula predictable;

**WHEREAS** *Building Forward: Alberta's 20-Year Strategic Capital Plan*, released in 2021, provides a transparent and strategic direction for how the Government of Alberta invests in planning, constructing, renewing and maintaining infrastructure over the long term;

**WHEREAS** the province needs to close the gap to define a clear process to elevate municipal transportation infrastructure projects that are in alignment with the province's strategic objectives and principles of the Building Forward Plan; and

**WHEREAS** the Building Forward Plan (page 91) outlines the importance of cost-sharing agreements with municipalities, but does not include details or principles on a cost-sharing formula.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate to the Government of Alberta for the establishment of both a clear process to elevate and equitably fund municipal transportation infrastructure projects that are in alignment with the Building Forward Plan objectives and principles.

### **BACKGROUND:**

*"In addition to supporting our everyday lives, infrastructure is also a key driver of the economy and government finances. Alberta's infrastructure powers businesses, enables trade, attracts tourism, creates jobs, supports learning, research and innovation, attracts a talented workforce, and increases quality of life for Albertans. Provincial infrastructure assets boost productivity and competitiveness, and form the networks that allow businesses to grow and expand. Infrastructure also makes up our trade corridors and supports critical supply chains. Infrastructure is a key factor in determining where families and businesses settle and grow, and is essential to accessing key resources."*

Source: Building Forward: Alberta's 20-Year Strategic Capital Plan, Plan at a Glance, page 4

In the Building Forward Plan, the Government of Alberta acknowledges that they need to work in partnership with municipalities to support the efficient, effective, safe movement of both people and goods. This need has been captured in the Maximizing Partnerships guiding strategy:

*"The concept of "going it alone" on major capital projects is no longer desirable or financially sustainable. Leveraging the wide range of expertise, knowledge, and infrastructure from partners across sectors encourages*

*innovation and appropriate risk sharing, ultimately leading to better outcomes. Partnerships may involve building on existing collaborations and securing financial fairness and involvement with other orders of government. Key partners will include municipal governments, other provincial and territorial governments, the federal government, the private sector, Indigenous communities, and non-profit organizations.”*

Source: Building Forward: Alberta’s 20-Year Strategic Capital Plan, Plan at a Glance, page 13

The importance of strategic transportation projects impacts the lives of Albertans in all types of municipalities - urban, rural, remote, small or large. Almost 80% of Albertans are expected to live in the Edmonton-Calgary Corridor by 2040. Further, rural, remote and northern Alberta communities depend on transportation networks to move goods, connect people and support economic activity. Access to an efficient transportation network system is a deciding factor for where businesses decide to locate and invest in our Province. In addition, residential growth in and around larger urban centres depends on the efficient movement of people to employment, commercial and lifestyle amenities.

Despite the importance of transportation infrastructure, there is presently no clear process to add projects to the provincial capital list. Nor when projects are funded, is there a transparent funding formula ensuring contribution equity from the province and municipalities across projects. Certainty in planning is extremely important for municipalities given that the *Municipal Government Act* requires the creation of five-year capital plans, at minimum. Most municipalities create ten-year plans. Many other municipal planning documents, like economic development strategies, rely on information from capital plans.

Both a clear process and transparent funding formula would go a long way to ensuring that Albertans are being treated equally from municipality to municipality.

**ALBERTA MUNICIPALITIES COMMENTS:**

This resolution aligns with ABmunis’ submission to the Government of Alberta during the consultation period for the development of *Building Forward: Alberta’s 20-year Strategic Capital Plan*. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis’ Board by the Infrastructure Committee within the context of related priorities and positions.

## B3: Operational Transit Funding for Small to Medium Sized Municipalities

Moved by: Town of Olds

Seconded by: Town of Didsbury

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**WHEREAS** one in five Canadians live in rural communities. Rural<sup>1</sup> communities in Canada account for nearly 30% of the nation's gross domestic product;<sup>2</sup>

**WHEREAS** the Government of Alberta has communicated, “As Alberta’s economy and population grows, public transportation provides safe, accessible, affordable and environmentally sustainable transportation options to connect Albertans to work, recreation, services and each other;<sup>3</sup>”

**WHEREAS** eighteen (18) Alberta municipalities, out of approximately 350, have the ability to provide transit services through established infrastructure;

**WHEREAS** a majority of capital transit funding opportunities have been designed only for those established systems, and conversely, small to medium sized municipalities do not have the financial resources to take advantage of funding opportunities; and

**WHEREAS** the Government of Canada has communicated, “For Canadians living in rural, remote and small communities, improving the way people access goods and services, get to and from work to medical appointments, and to various destinations, presents unique challenges that require unique solutions.”<sup>4</sup> Inter-community travel is necessary for areas outside of major travel routes for many of the vulnerable population.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for the Government of Alberta to ensure sustainable and predictable operating funding opportunities be expanded under the new Rural Transit Fund for small to medium sized municipalities to begin their transit planning journey.

**FURTHER, BE IT RESOLVED THAT** the Alberta Municipalities advocate for the Federation of Canadian Municipalities (FCM) to ensure the new Rural Transit Fund be expanded to include further operational funding, outside of the Active Transportation Fund and the Zero Transmission Fund for small to medium sized municipalities.

### **BACKGROUND:**

History shows that advocacy for a national transportation strategy has come to fruition by way of the first Permanent Public Transit Fund, announced in February 2021. The \$14.9 billion will be provided at \$3 billion per year, for the next eight years to larger municipalities. This new fund will provide cities and communities with predictable transit funding. Subsequent to that, the federal government announced a new Rural Transit Fund in March 2021. The \$250 million Rural Transit Fund is dedicated to “support unique transportation solutions”<sup>5</sup> in rural, remote and small

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<sup>1</sup> <https://www.statcan.gc.ca/eng/subjects/standard/pcrac/2016/definitions>

<sup>2</sup> Rural Opportunity, National Prosperity, an Economic Development Strategy for Rural Canada, Infrastructure Canada, June 2019, Page 5

<sup>3</sup> <https://www.alberta.ca/provincial-transit-engagement.aspx>

<sup>4</sup> <https://www.canada.ca/en/office-infrastructure/news/2021/03/government-of-canada-announces-first-federal-fund-dedicated-to-rural-transit-solutions.html>

<sup>5</sup> <https://www.canada.ca/en/office-infrastructure/news/2021/03/government-of-canada-announces-first-federal-fund-dedicated-to-rural-transit-solutions.html#:~:text=The%20new%20Rural%20Transit%20Fund%20will%20provide%20%24250,deployment%20of%20innovative%20mobility%20solutions%20in%20rural%20communities.>

[solutions.html#:~:text=The%20new%20Rural%20Transit%20Fund%20will%20provide%20%24250,deployment%20of%20innovative%20mobility%20solutions%20in%20rural%20communities.](https://www.canada.ca/en/office-infrastructure/news/2021/03/government-of-canada-announces-first-federal-fund-dedicated-to-rural-transit-solutions.html#:~:text=The%20new%20Rural%20Transit%20Fund%20will%20provide%20%24250,deployment%20of%20innovative%20mobility%20solutions%20in%20rural%20communities.)

communities, as there is no one size fits all solution. As part of the *Investing in Canada* plan, this fund will support the planning and deployment of innovative mobility solutions in rural communities.

*“The first ever Rural Transit Fund recognizes that Canadians living in rural and remote areas and in small communities have unique transportation challenges that require flexible, tailored solutions. We’ll work with communities to find the best transit solutions and provide the support to make them a reality, creating local jobs and growth, helping to tackle climate change, and building more inclusive communities.”*<sup>6</sup>

- Catherine McKenna, former Minister of Infrastructure and Communities

On January 27, 2022, the Honourable Dominic LeBlanc, Minister of Intergovernmental Affairs, Infrastructure and Communities called for applications under three programs offered through the Rural Transit Fund. All three speak to capital funding parameters, however, two offer an operational funding component, the Zero Emission Transit Fund, and the Active Transportation Fund.<sup>7</sup> While this opportunity is welcomed, it is one, a very small amount, and two, the funding is limited to trails, pathways, and most especially, geared towards established systems and infrastructure.

Further transit strategy advocacy:

- There was a national call from FCM by way of an adopted resolution, Rural Intercity Transit Strategy<sup>8</sup>, speaking to the coordination of a national strategy through all levels of government in 2018. From that, the FCM in their “Building better lives with Budget 2020”<sup>9</sup> and “Building Back Better Together 2021”<sup>10</sup> budget recommendation submission to the federal government supported a range of rural mobility and transportation solutions.
- Delegates at the 2021 FCM’s annual conference adopted a resolution on Emergency Federal Support for Inter-Community Passenger Bus Service, which reinforces “the need for distinct and targeted solutions to address the unique capital and operating needs for long-distance routes.”<sup>11</sup>
- Canadian Urban Transit Association (CUTA) President and CEO, Marco D’ Angelo, in a letter to then Minister of Transport stated: “Transit builds and empowers Canadian communities of all sizes from coast to coast. Rural inter-city bus services connect Canadians across the country to each other and to basic social services, like healthcare and education. Connected communities help to foster social equity and inclusion and give rise to economic opportunities for Canadians. In a country as vast as our own, rural inter-city bus services provide a lifeline that may be difficult to quantify, though invaluable to those who rely on it.”<sup>12</sup>
- The Government of Alberta completed extensive engagement to create a provincial public transportation strategy in 2014. The draft strategy, “Connecting Albertans with Each Other and the World: A Long-Term Transportation Strategy for Alberta”<sup>13</sup> outlined seven goals, of which recommended Goal 3, speaks the strongest to inter-community transit.

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<sup>6</sup> Infrastructure Minister Catherine McKenna <https://www.cbc.ca/news/politics/rural-transit-funding-mckenna-1.5967875>

<sup>7</sup> <https://www.canada.ca/en/office-infrastructure/news/2022/01/government-of-canada-calls-for-applications-for-funding-to-expand-public-transit.html>

<sup>8</sup> <https://data.fcm.ca/home/fcm-resolutions.htm?lang=en-CA&resolution=ea2984c0-5c2c-e811-adbf-005056bc2614&srch=%&iss=&filt=false>

<sup>9</sup> <https://fcm.ca/en/resources/building-better-lives-budget-2020>

<sup>10</sup> <https://data.fcm.ca/documents/COVID-19/fcm-building-back-better-together.pdf>

<sup>11</sup> <https://data.fcm.ca/home/fcm-resolutions.htm?lang=en-CA&resolution=b7856f48-3ec5-eb11-85b0-005056bc2614&srch=%&iss=&filt=false>

<sup>12</sup> [https://cutaactu.ca/wp-content/uploads/2021/01/letter\\_-\\_transport\\_minister\\_marc\\_gameau\\_-\\_rural\\_inter-city\\_bus\\_services\\_in\\_western\\_canada\\_-\\_august\\_2018-1.pdf](https://cutaactu.ca/wp-content/uploads/2021/01/letter_-_transport_minister_marc_gameau_-_rural_inter-city_bus_services_in_western_canada_-_august_2018-1.pdf)

<sup>13</sup> <https://open.alberta.ca/dataset/0a906f69-00e1-418a-aeef-78e948239103/resource/3cd7b7d6-5649-4ce7-8927-57c287a99774/download/2014-transportation-strategy-alberta-draft-2014-04.pdf>

This resolution builds upon the City of Edmonton’s approved 2020 AUMA resolution on Permanent Transit Funding, and association’s advocacy for stable and predictable funding for all municipalities, by highlighting the importance of small to medium municipalities having a voice in the development of the new rural transit fund and for this fund to provide operational support. The challenges for small to medium sized municipalities are very real. Just in the last few years, many provincial areas have become municipal responsibilities, without accompanying operating dollars and the inability to generate revenue as an offset to the operations of these new responsibilities.

For many of these smaller municipalities, the challenge to be able to provide forms of transit for their residents, especially the vulnerable populations is threefold: the ability to provide potential dollars towards capital projects; grant writing resources and cumbersome application processes; and finally, finding additional dollars to operate.

As seen by the table below, all municipalities over the 12,500 population have the ability for inter-community travel, where a majority of the 7,500-12,500 populations do not.

Out of 16 municipalities, a majority have some form of transportation, and at least half of all municipalities listed, already subsidize their intra-community transit in some form or another to ensure their residents can tend their daily needs. Of these municipalities, a majority of these offerings are available to seniors and residents with mobility or intellectual disabilities. And of those, the larger municipalities have one or more busses in service, and others with vans.

*Transportation Availabilities Overview<sup>14</sup>*

	Population (2020)	Intra-community	Inter-community	Subsidized	Users
Blackfalds	11,974	Yes	Yes	Yes - Part of property tax, \$4.59/month	Public
Morinville	10,571	No*	No*	n/a	n/a
Hinton	10,308	Yes	Yes	Yes - 2 out of 3 services at \$350,000 annually and one at 81%	Public Physical or intellectual disability Seniors/disabled
Whitecourt	10,229	Yes	No*	Yes - 1 out of 2 services	Public Seniors and disabled
Olds	9,753	Yes	No*	Yes	50+ / Mobility issues
Taber	9,105	No*	No*	n/a	n/a
Coaldale	8,933	No*	No*	No longer in service	n/a
Edson	8,524	Yes	No*	No	Seniors Mobility issues/disabilities
Drumheller	8,223	Yes	Yes	No	Ages 50+ Mobility issues/disabilities
Innisfail	7,957	No*	No*	Rural Transportation Pilot Program – discontinued	
Ponoka	7,525	Yes	Yes	Yes - \$10,000	Handicap
Camrose	19,333	Yes	Yes	1 is \$28/household 3 <sup>rd</sup> no longer in service	Public
Sylvan Lake	16,351	No*	Yes	No	

<sup>14</sup>Community Transportation Briefing Note, prepared by Maria Lemon, Summer Student Intern, Town of Olds, May 10, 2021

				Community donors	
Brooks	15,805	Yes	Yes	In town yes/ regional no Regional: Government of Alberta Regional Collaboration Grant Brooks and District Health Foundation \$10,000	Seniors Intellectual and physical disabilities  Public (Medical bookings take priority)
Lacombe	14,109	Yes	Yes	Yes	Seniors/Mobility issues/Illness
Wetaskiwin	12,996	Yes	Yes		Seniors/Mobility issues

\*Does not include taxi service.

"Lack of transportation in rural areas compounds the effects of aging and poverty by limiting access to medical and essential life needs. The problem is complex because of the vast area to be served and the reality that rarely are two or more people travelling to the same location at the same time." <sup>15</sup>

Mayors indicate that: "In some of these communities, if you don't have good transit, it's a real disadvantage.". They say it's a disadvantage to attract investment because people want to go where you have good public transit, [where] you're able to get around."<sup>16</sup>

In order to become part of the transit solution, while small to medium sized municipalities have the opportunity to apply for capital funding, the operational funding mechanism is the greatest barrier to overcome. Including municipalities in the development of this fund is imperative and all municipalities should have a voice in the creation of programs that can complement local solutions.

**ALBERTA MUNICIPALITIES COMMENTS:**

This resolution aligns with ongoing advocacy for improvements to transit funding, including increasing dedicated operational funding for municipalities. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Infrastructure Committee within the context of related priorities and positions.

<sup>15</sup> Kelly Taylor, Executive Manager, Rural Rides <https://www.newswire.ca/news-releases/government-of-canada-announces-first-federal-fund-dedicated-to-rural-transit-solutions-865678376.html>

<sup>16</sup> Infrastructure Minister Catherine McKenna <https://www.cbc.ca/news/politics/rural-transit-funding-mckenna-1.5967875>



## B4: Grant Alignment with Provincial Regulatory Requirements

Moved by: Town of Okotoks

Seconded by: Town of High River

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**WHEREAS** the Government of Alberta provides public funding through grant programs for municipal government initiatives of importance to all Albertans;

**WHEREAS** the Government of Alberta sets out rules that municipalities must follow through legislation and regulations;

**WHEREAS** the provisions for grant programs and regulations may not align and/or the decision making authority for the awarding of funding and regulatory requirements conflict or hinder the completion of either projects and/or regulatory compliance or grant funding of same; and

**WHEREAS** the misalignment of grants and regulatory requirements can restrict growth of initiatives or programs and unnecessarily create barriers for municipalities.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for the Government of Alberta to align grant funding and regulatory provisions through creating a one window approach for municipalities to remove barriers, reduce red tape, and improve the delivery of government services at the municipal level across the province for all municipalities.

### **BACKGROUND:**

The Government of Alberta has stated that:

*“Red tape reduction is a key part of Alberta’s Recovery Plan to create jobs, encourage investment and strengthen the economy. By keeping taxes low, cutting red tape and acting on Alberta’s Recovery Plan, the government is reducing needless regulations and processes to further enhance Alberta’s competitiveness, which will drive new investment and growth across the economy.”*

By aligning grant funding with regulatory provisions and authority in a one-window approach, needless red tape will be removed such as redundant processes and rules that do not provide any extra protections. This includes all information relative to a single project, in a single application, to a single authority and ensures that grant approvers and permit approvals have all the information applicable to the project. An example of this is with the Alberta Municipal Water/Wastewater Partnership that provides funding for infrastructure upgrades and is administered under Alberta Transportation. However, the projects themselves are regulated under Alberta Environment and Parks, and therefore any project requiring funding must go through both ministries.

A similar situation existed with the 2019 Municipal Community Generation Challenge that awarded funding for municipal renewable energy generation projects but did not verify or provide a strategy to ensure that projects that received grant funding through this initiative would receive Ministerial approval to then sell the energy produced through these projects. The projects that were approved did receive funding and approval, however, the complexity and uncertainty that came with the conflict impacted project design.

Reducing red tape and aligning funding and permit approvals will save time, money, and resources for both applicants and approving authorities, while still providing the same protections and upholding fiscal accountability. This will make it easier for municipalities to access grant funding while reducing unnecessary regulatory burdens. The alignment of regulatory requirements and decision-making for the same grants will further allow municipalities to invest back into our communities and grow in a timely and efficient manner.

**ALBERTA MUNICIPALITIES COMMENTS:**

This resolution aligns with Alberta Municipalities' ongoing advocacy on red tape reduction and streamlining regulations. Should members adopt this resolution, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Sustainability and Environment Committee within the context of related priorities and positions.

## B5: Incentivizing Comprehensive Flood Management

Moved by: City of Airdrie

Seconded by: Regional Municipality of Wood Buffalo

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**WHEREAS** floods are an extreme weather event causing substantial loss in Alberta, with a particularly devastating effect on urban municipalities;

**WHEREAS** floods in urban municipalities require recovery time, during which their economic power and contributions to the Province are severely reduced;

**WHEREAS** the provincial government has also historically provided disaster relief funds to aid in the physical and economic recovery of urban municipalities at tremendous expense;

**WHEREAS** effective, integrated stormwater management is highly correlated with reduction in flood frequency and severity;

**WHEREAS** the largest and most stable source of revenue for almost all urban municipalities comes from property assessment values; and

**WHEREAS** the pursuit of such revenue sources can run counter to municipal or intermunicipal decisions that would allow for more effective or integrated stormwater management.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for provincial incentives to better integrate stormwater management within and between municipalities.

### **BACKGROUND:**

There is a rising cost from flood damage throughout Canada, including Alberta. Public Safety Canada reports a dramatic increase in the number of disasters for which provinces required and obtained federal assistance under the *Disaster Financial Assistance Arrangements (DFAA) program* from 1970 to 2015. The final six years of that term cost more than the previous 39 years combined, with flooding accounting for 75% of all weather-related expense. The DFAA is expected to cost over \$900M annually.

Similar cost increases are seen for insurance payouts from extreme weather events. Since the 1980s, property and casualty payouts have more than doubled every 5-10 years. Payouts averaged \$405M per year from 1983 to 2008, and then exceeded \$1B for 11 of the 12 years between 2009 and 2020. A report from the Intact Centre on Climate Adaptation at the University of Waterloo suggests that for every dollar of loss borne by Canadian insurers, three to four dollars are borne by government, homeowners, and business owners. The top five highest loss years on record are all flood related.

To reduce the costs and impacts of extreme events, municipalities or regional boards often look to develop at a greater distance from riparian areas. However, the stable and substantial revenues from property assessment run counter to these aims by incentivizing municipalities to maximize their land development opportunities – and lands next to rivers and streams often have premium assessment potential.

The high cost of payouts from provincial and federal governments for flood events provides economic rationale to incentivize municipalities to look at comprehensive or integrated stormwater management practices across an entire watershed. Such integrated practices can involve things like:

- mandating more permeable surface areas as part of developments;
- using stormwater catchment areas (i.e., trap lows) to slow transfer to stormwater ponds;

- reducing acceptable stormwater release rates and enhancing stormwater ponds for capacity beyond 1:100-year events;
- naturalizing riparian banks and avoiding riparian channelization; and
- requiring intermunicipal watershed management bodies.

Such measures may reduce the amount of net developable land, causing concern for developers and municipalities that rely on maximum yield. Alberta Municipalities recognizes that when a municipality agrees to reduce standards, it gains a competitive advantage. Moves by one municipality will often be countered by others within the watershed to remain competitive for property tax revenue, especially non-residential development.

Leadership is required to incentivize municipalities to collaborate on flood resiliency and reduce the long-term expense of extreme weather events, especially floods, for all Albertans.

**ALBERTA MUNICIPALITIES COMMENTS:**

This resolution aligns with ongoing advocacy for stormwater management and urban flooding prevention. Should members adopt this resolution, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Sustainability and Environment Committee within the context of related priorities and positions.

## B6: Exemption of Stormwater Reuse from Licensing Requirements

Moved by: Town of Okotoks

Seconded by: Town of High River

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**WHEREAS** municipalities in Alberta are in need of additional water sources for non-potable water-use activities such as irrigation, dust control, and landscape maintenance;

**WHEREAS** the current regulations pertaining to stormwater make it very difficult for municipalities to use stormwater for outdoor non-potable water-use activities;

**WHEREAS** Alberta Environment and Parks is proposing to change how stormwater is made available for municipalities and is requesting feedback on exempting a certain volume of stormwater from the Water (Ministerial) Regulation license requirements; and

**WHEREAS** municipalities in Alberta would support the exemption of stormwater from the Water Regulation license requirements thus reducing the burden on water licensing in Alberta.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities urge Alberta Environment and Parks (AEP) to exempt stormwater use from licensing requirements provided that the stormwater use does not exceed the difference between pre and post development volumes.

### **BACKGROUND:**

Stormwater use is interpreted as a diversion requiring authorization from the province under the *Water Act*. In the current changing climate, the impact of drier summers puts pressure on the water systems in Alberta to keep up with the demand of a growing population, especially in basins with a moratorium on new water diversion licenses. Drier conditions increase the need for the irrigation of landscaping, both commercially and residentially. Municipalities end up using potable water to irrigate sports fields, control road dust, and to maintain municipal landscaping and tree canopies. Treatment of water to render it potable uses a large amount of energy, which not only increases costs but also contributes greenhouse gas emissions through the use of fossil fuels in the Alberta energy grid.

Through development, additional stormwater volume is diverted from hard surfaces to receiving watersheds which results in a difference between pre and post development release volumes. The release volume calculations are based on rates of evaporation, annual rainfall, transpiration, and percolation. Post-development volumes of stormwater run-off are greater than pre-development volumes due to a significant increase in impervious surface areas that prevent the water from seeping into the ground. In allowing reuse of the excess stormwater, municipalities would save money and resources, and reduce greenhouse gas emissions by no longer having to treat water for irrigating sports fields and road dust control, or for transporting potable water for landscape maintenance. Through stormwater capture and reuse, municipalities would be proactive in mitigating and adapting to the impacts of climate change in Alberta.

AEP has conducted hydrological modeling showing that municipalities would have specific amounts of stormwater available for use without having a negative impact downstream or on the surrounding ecosystem.<sup>1</sup>

In spring 2022, AEP engaged stakeholders to learn about the current desire or need for stormwater reuse in regions of the Province.<sup>2</sup> Changes to how stormwater reuse is accessed are being proposed by the government in order to lessen the barriers to its use.

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<sup>1</sup> <https://www.alberta.ca/assets/documents/ep-stormwater-management-engagement-factsheet.pdf>

<sup>2</sup> [https://your.alberta.ca/stormwater-use/survey\\_tools/stormwater-wmr-amendments-survey](https://your.alberta.ca/stormwater-use/survey_tools/stormwater-wmr-amendments-survey)

In 2014, Alberta Municipalities urged the Government of Alberta to review and make changes to the *Water Act* to provide a regulatory framework that made it easier to pursue stormwater reuse projects, including streamlining the project implementation process.<sup>3</sup>

The proposed action would support the possible changes that are being put forward by the Alberta Government to remove barriers for the reuse of stormwater by municipalities in Alberta.

**ALBERTA MUNICIPALITIES COMMENTS:**

This resolution aligns with existing positions on stormwater management and reuse. Should members adopt this resolution, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Sustainability and Environment Committee within the context of related priorities and positions.

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<sup>3</sup> [https://www.abmunis.ca/sites/default/files/Advocacy/Document\\_library/80676\\_stormwater\\_policy\\_paper.pdf](https://www.abmunis.ca/sites/default/files/Advocacy/Document_library/80676_stormwater_policy_paper.pdf)

## B7: Intermunicipal Collaboration Frameworks

Moved by: Town of Mayerthorpe

Seconded by: City of St. Albert

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**WHEREAS** Intermunicipal Collaboration Frameworks (ICFs) were introduced through Bill 21, Modernized Municipal Government Act, 2016, and the Intermunicipal Collaboration Framework Regulation, which were proclaimed on October 26, 2017. In 2019, Bill 25, Red Tape Reduction Implementation Act made additional changes to the Intermunicipal Collaboration Framework legislation;

**WHEREAS** Intermunicipal Collaboration Frameworks have the following purposes: to provide for the integrated and strategic planning, delivery and funding of intermunicipal services; to steward scarce resources efficiently in providing local services; and, to ensure municipalities contribute funding to services that benefit their residents;

**WHEREAS** municipalities that share a common boundary must have created an Intermunicipal Collaboration Framework with each other by April 1, 2022 with a minimum five year renewal term;

**WHEREAS** Growth Management Board members were initially mandated to complete Intermunicipal Collaboration Frameworks, but Bill 25, 2019 removed this, and inadvertently introduced additional red tape for the completion of intermunicipal agreements;

**WHEREAS** the Government of Alberta and municipalities expended substantial taxpayer money through the Alberta Municipal Affairs Municipal Dispute Resolution Service and the Alberta Community Partnership Program funding facilitators and mediators to deal with Intermunicipal Collaboration Framework conflicts, through countless municipal meetings, through many hours of municipal administrative time, and through costs of arbitration processes;

**WHEREAS** 344 municipalities completed Intermunicipal Collaboration Frameworks, including 257 urban municipalities (19 cities, 106 towns, 81 villages and 51 summer villages), 6 specialized municipalities, 73 rural municipalities (63 municipal districts, 7 improvement districts and 3 special areas) and 8 Metis settlements. 442 ICFs were required in total across Alberta; 7 of these proceeded to arbitration. All of these municipalities could benefit from clearer legislation guiding the content of Intermunicipal Collaboration Frameworks; and

**WHEREAS** findings and decisions of arbitrators based on expert reports have established precedents in defining core funding formulas, establishing eligible costs, and determining eligible services.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities (ABmunis) advocate on behalf of its member municipalities, including those who belong to a Growth Management Board, that the Government of Alberta enact legislation, and develop best practices, that provide clear guidance for Intermunicipal Collaboration Frameworks (ICFs), and ensure reduced red tape and costs during the process to renew ICFs. This guidance should:

- Provide minimum core funding formulas to support fair and equitable frameworks;
- Define core minimum eligible costs, thereby reducing red tape and costs in facilitation, mediation and arbitration processes; and
- Define eligible services within transportation, water and wastewater, solid waste, emergency services, recreation, libraries and other services that benefit residents in more than one of the municipalities that are party to an ICF.

**FURTHER IT BE RESOLVED THAT** ABmunis request the Government of Alberta amend the *Municipal Government Act* to mandate ICFs for municipalities that share a common boundary within Growth Management Boards, to foster intermunicipal and sub-regional collaboration and reduce red tape with respect to intermunicipal collaboration that is currently voluntary.

**BACKGROUND:**

Intermunicipal Collaboration Framework legislation is new and innovative legislation that aligns with the *Municipal Government Act* (MGA), s. 3 Municipal purposes:

“The purposes of a municipality are:

- (a) to provide good government,
- (a.1) to foster the well-being of the environment,
- (b) to provide services, facilities or other things that, in the opinion of council, are necessary or desirable for all or a part of a municipality,
- (c) to develop and maintain safe and viable communities, and
- (d) to work collaboratively with neighboring municipalities to plan, deliver and fund intermunicipal services.”

Municipalities during the Intermunicipal Collaboration Framework process may not have adequate staff resources and/or financial capacity to proceed with lengthy and costly facilitation, mediation, and arbitration processes.

By codifying requirements for funding formulas and establishing the types of funding formulas to use, municipalities across the province will be able to realize a more even playing field.

By codifying arbitration precedents or best practices into existing legislation, municipalities will be in a better position to re-negotiate and streamline subsequent renewals of Intermunicipal Collaboration Frameworks providing for consistency throughout the Province.

Thousands of hours of time for municipal administrations and elected officials, untold provincial resources and countless dollars in grant funding have been expended in the process of negotiating, mediating and arbitrating ICFs across the Province. Legal precedents have been established at the expense of the taxpayer with local governments shouldering the burden. We are calling on the province to enact key amendments to legislation that remove the ambiguity and set the stage for less red tape and productive negotiations when obligatory renewal of Intermunicipal Collaboration Frameworks begins.

ICFs were introduced in recognition that while some municipalities have a strong history of collaboration, others were unable to persuade their neighbours to think regionally. ICFs have the potential to improve the quality and efficiency of the delivery of infrastructure and services which positively contribute to the well-being of Albertans and the resiliency of our economy. This resolution is presented with the conviction that there is an opportunity to learn from the experience of municipalities over the past several years in order to strengthen ICF related legislation and processes.

**ALBERTA MUNICIPALITIES COMMENTS:**

This resolution aligns with ongoing advocacy and change management related to reviews of the *Municipal Government Act*, with the most current review being focused on red tape reduction. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Municipal Governance Committee.



## B8: Provincial Indigenous Awareness Training & Support

Moved by: Town of Strathmore

Seconded by: Village of Rockyford

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**WHEREAS** Canada has a history of residential schools which were created for the purposes of separating indigenous children from their families, weakening family ties and cultural linkages and indoctrinating children into a new culture;

**WHEREAS** residential schools were in existence for well over 100 years and many successive generations of children from multiple communities and families endured the horrific experience of them;

**WHEREAS** the experience of those who endured residential schools was hidden until survivors of the system found the strength, courage and support to bring their experiences to light; and

**WHEREAS** it is vital that Indigenous elders and knowledge keepers be able to share their lived experiences directly with students and teachers in order to create greater awareness and support for these individuals and to continue implementing the Truth and Reconciliation Commission Calls to Action report and ensure alignment with the United Nation's Declaration of the Rights of Indigenous People.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate to the Government of Alberta to provide financial support to every school jurisdiction to enable all students (including homeschooled students) and teachers to learn about the lived experience of residential schools directly from Indigenous elders and knowledge keepers for the purposes of allowing those affected to heal and to ensure that the recommendations in the Truth and Reconciliation Commission Calls to Action and the United Nation's Declaration of the Rights of Indigenous People are fulfilled upon.

### **BACKGROUND:**

Alberta has one of the largest and fastest growing Indigenous populations in the country. The First Nations, Metis, and Inuit communities play an important role in the social, cultural and economic fabric of the Province.

However, the relationship and history between Indigenous communities and the Government of Canada is complicated and troublesome. Residential schools operated in Canada for over 100 years, with the last school closing in 1997. It is estimated that 150,000 children attended residential schools in Canada for the purposes of indoctrinating them into Euro-Canadian and Christian ways of living and assimilating them into mainstream Canadian society. The residential school system forcibly separated children from their families for extended periods of time and forbade them to acknowledge their Indigenous heritage and culture or to speak their own languages. Children were severely punished if these, among other, strict rules were broken. Former students of residential schools have spoken of horrendous abuse at the hands of residential school staff: physical, sexual, emotional, and psychological.

The Indian Residential Schools Settlement Agreement came into effect in 2007. One of the components of the agreement was the establishment of the Truth and Reconciliation Commission. The Commission's purpose was to facilitate reconciliation among former students, their families, their communities, and all Canadians. The Truth and Reconciliation Commission of Canada defines reconciliation as:

“An ongoing process of establishing and maintaining respectful relationships. A critical part of this process involves repairing damaged trust by making apologies, providing individual and collective reparations, and following through with concrete actions that demonstrate real societal change.”

Alberta Municipalities has advocated for “Welcoming and Inclusive Communities.” A necessary component of an inclusive community is the engagement of Indigenous communities.

The Truth and Reconciliation's 43<sup>rd</sup> Call to Action states, "We call upon federal, provincial, territorial, and municipal governments to fully adopt and implement the *United Nations Declaration on the Rights of Indigenous Peoples* as the framework for reconciliation." Reconciliation is a responsibility of all levels of government.

The proposal before Alberta Municipalities' members is to advocate that the Government of Alberta provide financial support and resources for the purposes of allowing Indigenous elders and knowledge keepers to share their lived experiences directly with students and teachers in Alberta's education system. It is imperative that survivors of the residential schools and their families are able to share their stories directly to allow opportunities for them to heal and to ensure that history is not repeated in the future.

The proposed action would be in alignment with the Truth and Reconciliation's 62<sup>nd</sup> Call to Action, which calls upon federal, provincial, and territorial governments to "[m]ake age-appropriate curriculum on residential schools, Treaties, and Aboriginal peoples' historical and contemporary contributions to Canada a mandatory education requirement for Kindergarten to Grade Twelve students."

**ALBERTA MUNICIPALITIES COMMENTS:**

ABmunis does not have a specific position on the content of curriculum for Alberta schools; however, ABmunis does work to provide training on Indigenous history and culture to its staff and support its members in building relationships with Indigenous communities and peoples through its Organizational Readiness Framework to Build Respectful Relations with Indigenous Communities. This Framework is part of the organization's Municipal-Indigenous Relations initiative. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Municipal Governance Committee.

## B9: Policing Fines and Penalties Revenue Sharing

Moved by: Town of Mundare

Seconded by: Town of Bruderheim, Village of Chipman, Town of Lamont

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**WHEREAS** section 162(2) of the *Traffic Safety Act* states: “Fines and penalties imposed under this Act in respect of offences occurring in a municipality for which policing services are required to be provided under section 4(5) or (6) of the *Police Act* belong to the municipality that is required to provide the policing services”;

**WHEREAS** as of April 1, 2020, municipalities receiving policing services under the Provincial Police Services Agreement (PPSA) are required to pay a portion of their policing costs;

**WHEREAS** these municipalities will be paying 30% of their policing costs by 2023/2024;

**WHEREAS** the intent of Section 162 of the *Traffic Safety Act* is that fines should be distributed on the basis of who pays for the policing; and

**WHEREAS** despite the intent of the Act, those municipalities receiving policing under the PPSA do not receive a share of the fines and penalties.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for the Government of Alberta to amend section 162 of the *Traffic Safety Act*, Revised Statutes of Alberta 2000, Chapter T-6 to distribute fines and penalties under the Act to those municipalities receiving policing services under the Provincial Police Services Agreement at the same percentage that these municipalities pay for policing.

### BACKGROUND

Prior to October 31, 2005, Section 162 of the *Traffic Safety Act* stated:

**Disposition of fines and penalties (in effect prior to October 31, 2005)**

- 162 (1)** Subject to subsection (2), any fine or penalty imposed under this Act belongs to the Crown in right of Alberta.
- (2)** Any fine or penalty imposed under this Act in respect of an offence occurring in
- (a) a municipality that is an urban area, belongs to that municipality,
  - (b) a municipal district or Metis settlement, other than on a highway designated as a primary highway pursuant to the *Public Highways Development Act*, belongs to the municipal district or Metis settlement, and
  - (c) an Indian reserve, other than on a highway designated as a primary highway or a highway designated as a secondary road pursuant to the *Public Highways Development Act*, belongs to the band.
- (3)** For the purposes of subsection (2)(c), “band” and “reserve” mean a band and reserve as defined in the *Indian Act* (Canada).

After October 31, 2005, the *Traffic Safety Act* was changed so that traffic fines were distributed based on the “who pays for policing model”.

Municipalities required to pay their policing costs under sections 4(5) or 6 of the *Police Act* and municipalities that pay for a Peace Officer receive 60% of the specified fine or penalties.

291 municipalities and municipal districts/counties are covered under the Provincial Police Services Agreement and do not currently receive any portion of fine or penalty revenue.

As per the resolution, as of 2023/2024, PPSA Municipalities would receive 18% of the fines and penalties (30% of 60%)

The Town of Mundare, population 852, will pay \$47,740 in 2023/2024 for policing.

This resolution relates to ABmunis Policing and Justice strategy.

**ALBERTA MUNICIPALITIES COMMENTS:**

ABmunis does not currently have a position on this specific issue; however, past advocacy on police funding has emphasized the need to treat municipalities equitably. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

# B10: Advancing Action on Alberta's Drug Poisoning Crisis

Moved by: City of Edmonton

Seconded by: City of Wetaskiwin

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**WHEREAS** 2021 was Alberta's deadliest year on record for drug poisonings with 1,758 deaths;

**WHEREAS** the devastating impacts are being felt across all communities, from big cities and suburbs to smaller remote communities, cutting across all ages, all genders, and all social strata who are at risk both in their homes and within Alberta's most vulnerable populations;

**WHEREAS** the pandemic exacerbated the drug poisoning crisis in our Province with social isolation, unemployment, and mental health challenges combined with an increasingly toxic illicit drug supply and reduced capacity of services, causing drug use to be even more risky;

**WHEREAS** municipalities across the province are facing the impacts of the drug poisoning crisis with added pressures on their first responders, frontline agencies, policing, and the provincial justice and healthcare systems, including increased pressure on Emergency Medical Services' (EMS) ability to provide timely response to other ongoing emergency needs;

**WHEREAS** research has shown that a full spectrum of supports is required, from prevention and education, to harm reduction (including naloxone access and training, supervised consumption sites, and safer supply programs), to treatment and recovery, along with ongoing mental health and addictions support to reverse the devastating impacts of this crisis; and

**WHEREAS** the provincial government has committed to responding to the drug poisoning crisis through increased investments in recovery-oriented care for people struggling with addiction and mental health issues, which is one tool among many that must be deployed.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for the Government of Alberta to:

- Engage municipalities, people with lived and living experience, front-line agencies, and other partners as part of a comprehensive drug poisoning prevention strategy that includes harm reduction and recovery approaches and offers increased investments to address the urgent needs;
- Increase its investments into affordable housing with ongoing wraparound services as part of an integrated approach for responding to the drug poisoning crisis for homeless populations with complex challenges; and
- Immediately reinstate the inclusion of neighborhood-level data in the Alberta Substance Use Surveillance System reporting to inform a data-driven response in providing resources to sustainably implement a comprehensive drug strategy.

## **BACKGROUND:**

### 2019 Alberta Municipalities Resolution

A [resolution](#) was approved at the Fall 2019 Alberta Municipalities Annual Convention, identifying a need for provincial action to address the drug poisoning crisis, including additional strategic efforts towards supporting prevention, treatment, harm reduction and community safety.

While the province has committed to providing increased support for treatment related services, there has been little advancement on the other required interventions such as harm reduction. As this resolution is expiring this year, a new resolution will provide Alberta Municipalities with the direction to continue advocating, particularly given the increasing deaths across Alberta.

Government of Alberta Focused Efforts

The Government of Alberta’s initial response to the 2019 Alberta Municipalities’ resolution referenced previous provincial budget commitments and signaled the appointment of a Mental Health and Addictions Council that would inform the government’s future actions.

In March 2022, the recommendations from the Advisory Council were released, and the [report](#) acknowledged the ongoing opioid crisis and the impact it was having on various populations including children and youth, and further highlighted the important role that housing with wrap-around services can play in responding to homeless populations with addictions or mental health issues. An overarching recommendation from the report highlighted the need to:

*“Create a coordinated network providing a continuum of supports (prevention, early intervention, harm reduction, treatment and recovery) for people at risk of or suffering from addiction and mental health challenges.”*

The Government’s [response](#) following the release of the report centered on their efforts to build a recovery-oriented system of care through increased investments but provided no other details on new funding or initiatives in support of prevention, harm reduction or supportive housing.

Provincial Drug Poisoning Deaths Data

The following graph shows a continued increase in monthly drug poisoning deaths from across the Province from 2019 to 2021, as taken from the [Alberta Substance Use Surveillance System](#):



**ALBERTA MUNICIPALITIES COMMENTS:**

This resolution aligns with ongoing advocacy for improvements to Alberta’s mental health and addictions system, including action to address the opioid crisis. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis’ Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

# B11: Expansion of the Temporary Rental Assistance Benefit

Moved by: City of St. Albert

Seconded by: City of Airdrie

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**WHEREAS** the Governments of Canada and Alberta proclaimed that every Canadian deserves a safe and affordable place to call home and committed to providing \$444 million in rent support to low-income Albertans in need through the Canada-Alberta Housing Benefit from 2019 to 2028;

**WHEREAS** the Stronger Foundations Alberta Affordable Housing Strategy identifies the goal to simplify processes and regulations for eligibility, prioritization, and rent setting, creating a more transparent and fair system for Albertans who need housing supports, while protecting the most vulnerable, and ensuring housing eligibility is fair, clear, and equitable;

**WHEREAS** the Final Report of the Alberta Affordable Housing Review Panel states that “Albertans need safe, suitable, and affordable housing to participate successfully in the economy and society” and this should apply to all Albertans, regardless of geographic location;

**WHEREAS** Albertans across the province are facing increased financial pressures and there are 11.4 per cent of all Albertans in core housing need, which is not limited to the boundaries of specific municipalities; and

**WHEREAS** the Temporary Rent Assistance Benefit Program is intended to assist lower income Albertan households to afford their rent in housing of their choice and access to the two-year benefit program is currently restricted to residents living in seven Alberta communities and is not available in other Alberta municipalities;

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for the Government of Alberta to expand the current Temporary Rent Assistance Benefit beyond the current eligibility of the identified seven municipalities, and commensurately increase the amount of funding available to enable all low-income Albertans to potentially access this funding to support appropriate housing on a temporary basis, which would assist Albertans to stabilize and improve their situation during the economic recovery.

## **BACKGROUND:**

On July 6, 2021, the Governments of Canada and Alberta announced the Canadian-Alberta Housing Benefit, which would provide \$444 million in rent relief over a ten-year period, until 2028. One component of this funding was the introduction of the new Temporary Rent Assistance Benefit (TRAB), intended to provide a modest subsidy for working Albertan households with low income or those between jobs for a period of up to two years. Program funding is only available to Albertans who reside within the cities of Calgary, Edmonton, Grande Prairie, Lethbridge, Medicine Hat, and Red Deer, as well as the Regional Municipality of Wood Buffalo. Albertans living outside the borders of these jurisdictions are not eligible for TRAB, despite meeting other program criteria, and may be paying the same or higher average market rents identified within the seven municipalities where the benefit is available.

This program is part of the provincial response to the joint funding agreement by the Government of Canada and Government of Alberta. The program addressed some of the recommendations from the Affordable Housing Review Panel (final report, October 5, 2020). The report outlines that in 2016 there were 164,275 (11.4 per cent) Albertans in core housing need. A household in core housing need is defined as one whose dwelling is considered unsuitable, inadequate or unaffordable and whose income levels are such that they could not find alternative suitable and adequate housing in their community. The report also identified that without action the number of Albertans in core housing need would continue to grow.

The program criteria for TRAB are not directed towards ending homelessness, but rather to bridge the gap for low income working households who are paying in excess of 30 percent of their income towards housing costs, or who are temporarily out work. Albertans are eligible if they earn incomes at or below the provincially published income



thresholds for the community they live in, based on the number of bedrooms required for the household size. The two-year fixed rate subsidy is re-assessed after the first year and is reduced in the second year, however households can reapply for rent assistance at the end of two years. Households are prioritized on a first-come, first-served basis and the benefit is paid directly to tenants, with a minimum of \$100 per month. The full rate schedule can be found here <https://open.alberta.ca/dataset/d0e76201-ba35-48d3-88c6-53ad54c43e51/resource/07833782-f819-4ace-bcb3-96182e5ab1ca/download/sh-temporary-rent-assistance-benefit-rates-2021.pdf>

The Rental Assistance Benefit Program is available to low-income Albertans through most housing management bodies across the province. Prioritization for this long-term program is based on need, meaning that only the lowest income thresholds are eligible. This ongoing program has long waiting lists, which creates a significant risk for Albertans to become homeless, as they wait for availability. For example, as of February 2020 nearly 10,000 people were on the waitlist with Capital Region Housing (now Cvida) to receive rental assistance.<sup>1</sup>

The TRAB supports Albertans who are not eligible to access deeper subsidy programs, with the goal of supporting tenants who are between jobs or are working with low income. This program also allows Albertans to exercise more choice in their housing, which creates direct economic benefits for housing providers, while ensuring families find suitable accommodations near their place of employment and/or supports. TRAB can help to bridge a gap for Albertans to prevent the requirement for greater, long-term subsidies in the future.

The past several years have created significant financial pressures on Albertans across the province, beginning with an economic downturn in 2015/16, unstable oil and gas prices, followed by economic uncertainty as a result of a worldwide pandemic. As Alberta enters into a recovery phase from the pandemic, substantial inflation, not seen in 30 years, is adding additional financial stress on Albertan households.

Although the overall consumer price index has increased by 6.5 per cent in Alberta, some goods and services have seen higher increase in costs. Food prices (6.8 per cent), transportation costs (13.8 per cent), and energy costs for utilities (30.7 per cent) all represent inflation costs above the overall average, with both transportation and utility inflation rates higher in Alberta than the national average increase.<sup>2</sup> “Despite a strong recovery, average incomes in Alberta have decreased 4 per cent, since the start of the pandemic, and Albertans are falling behind their peers.”<sup>3</sup> The Alberta economy has not yet recovered from the impact of COVID, and while oil prices have improved, economic uncertainty and lower availability of permanent full time work prevails.

One of the key principles identified during the Affordable Housing Review, whose recommendations formed the foundation of the TRAB program, is that a fair, equitable, and inclusive affordable housing system is essential. However, this principle was not put into practice when the TRAB criteria was established, limiting the accessibility of the benefit to residents only within select municipalities.

The latest available population numbers indicate that the population of Alberta is 4,271,759, while the total population for the seven municipalities eligible for the TRAB is 2,704,453.<sup>4</sup> Therefore, approximately half of Albertans are ineligible to access this benefit, due to their geography, despite potentially meeting other eligibility requirements. Overwhelmingly, most municipalities in Alberta, and therefore their residents, are ineligible to access this funding. 21.2 per cent of all core housing need is outside of the seven municipalities currently eligible for the TRAB.<sup>5</sup>

Certainly, the identified seven municipalities for the TRAB program do represent major urban centres in Alberta; however socio-economic issues do not end at municipal boundaries. These municipalities are also receiving specific funding from the Provincial and Federal governments to prevent and reduce homelessness.

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<sup>1</sup> The High Cost of Waiting. Edmonton Social Planning Council Report. February 2020.

<sup>2</sup> Consumer Price Index, Canada and Alberta. Alberta Official Statistics. April 20, 2022.

<sup>3</sup> Alberta Snapshot. Business Council of Alberta. April 2022.

<sup>4</sup> 2019 Municipal Affairs Population List. Government of Alberta. December 2019.

<sup>5</sup> Statistics Canada, CMHC. Household Type—in Core Housing Need. 2016.



Data does not substantiate that only these seven municipalities have housing pressures. For example, in 2021 the overall vacancy rate was lower for most Edmonton Census Metropolitan area communities than the City of Edmonton, as identified in the Canadian Mortgage and Housing Corporation Rental Market Survey. This survey also identified increasing average rental rates for all categories, highlighting the increasing housing costs for Albertans.

Program limitations may force Albertans who would be eligible for the TRAB to relocate to one of the seven centres to access program funding. Alternatively, if residents chose to remain in their current community of choice, the benefits intended to reduce housing instability and homelessness will not be available, and these communities may face higher incidences of housing instability and homelessness without the resources to address them fully. Increased instances of housing instability and homelessness can create additional pressures on municipalities, who have to respond to the societal issues caused by homelessness.

The existing limitations of the Temporary Rental Assistance Benefit will result in long term implications to Alberta communities whose residents deserve the same consideration for core housing need support regardless of where they reside in Alberta.

**ALBERTA MUNICIPALITIES COMMENTS:**

ABmunis does not currently have a position on this specific issue; however, past advocacy on affordable housing has emphasized the need to improve access to affordable housing for all Albertans. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

## B12: Municipal Identified Unique Housing Priorities

Moved by: City of Fort Saskatchewan

Seconded by: Strathcona County

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**WHEREAS** the Government of Alberta is developing a Standardized Template for an Affordable Housing Needs Assessment as a key action item outlined in Stronger Foundations: *Alberta's 10-year strategy to improve and expand affordable housing*;

**WHEREAS** the Needs Assessment is intended to offer a standardized and comprehensive approach for evidence-based decision-making and is intended to support municipalities to identify and prioritize their housing needs;

**WHEREAS** each Alberta municipality has a unique household, geographic, and demographic context that informs their corresponding housing need;

**WHEREAS** while Federal Census Profile data is a valuable resource in identifying the overall housing need, additional local context is necessary to effectively maximize the efficiency, efficacy, and sustainability, of affordable housing investments;

**WHEREAS** data stories help make complex data clear and understandable through visuals and narrative and can provide municipalities opportunity to contextualize municipally identified priorities; and

**WHEREAS** smaller communities may need support in the form of access to funding and expertise to carry out the assessments.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for the Government of Alberta to engage municipalities and housing management bodies regarding the Standardized Template for an Affordable Housing Needs Assessment to ensure data collected and used in the Template meaningfully captures each municipality's unique local context for housing needs, challenges, and barriers.

### **BACKGROUND:**

Stronger Foundations is Alberta's 10-year strategy to improve and expand affordable housing. It maps out the bold and thoughtful changes needed to provide safe, stable, affordable housing for an additional 25,000 households to increase the total number of households served to 82,000 – an increase of more than 40 per cent.

Albertans should have access to safe, affordable housing that meets their needs and promotes quality of life. The housing system should deliver innovative and sustainable affordable housing options to Albertans in need through partnerships with other orders of government, non-profit and private housing providers, and communities. The housing system will serve Albertans now and into the future

This resolution seeks to encourage the provincial government to work with municipalities to ensure that unique attributes and nuances of communities are understood and can be built into this body of work.

### **ALBERTA MUNICIPALITIES COMMENTS:**

ABmunis does not currently have a position on this specific issue; however, past advocacy on affordable housing has emphasized the need to improve access to affordable housing for all Albertans and consider local house needs and priorities. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further

advocacy would be recommended to ABmunis' Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

# **2022 RESOLUTIONS**

## **CATEGORY C – OTHER ISSUES OF POTENTIAL INTEREST TO ALBERTA MUNICIPALITIES**

# C1: Cannabis Plant Limits (Medical Certificate) for Residential Properties

Moved by: Village of Duchess

Seconded by: The City of Brooks

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**WHEREAS** Government of Canada regulations (Cannabis Regulations SOR/2018-144) allow for the use of a property in a residential neighbourhood for the sole purpose of cultivating marijuana plants with a legal Medical Certificate;

**WHEREAS** the number of plants that can be legally grown can exceed 500 located in one single residence with no restrictions placed on the number of plants per square foot of home and no consideration given to the health and safety of the residents in the community;

**WHEREAS** while the health and safety of municipal residents is directly affected by the potential for criminal activity and by the unsafe use of utilities, current regulations do not allow municipalities to ensure that the growing activities are in accordance with safety codes;

**WHEREAS** it is challenging for municipalities to protect the health and safety of first responders who may be called upon to enter an unsafe situation; and

**WHEREAS** the potential purchasing of smaller homes or the conversion of current rental property for medical cannabis production could negatively impact affordable housing in many communities.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities collaborate with the Rural Municipalities of Alberta (RMA) and the Federation of Canadian Municipalities (FCM) to advocate for the Government of Canada to amend medical marijuana regulations to place a reasonable limit on the number of plants that can be grown in a residential property or within property in a residential zoned district to preserve the health and safety of our communities.

## **BACKGROUND:**

All municipalities across Alberta, and Canada, are directly impacted by the current regulations that allow a person to purchase a property in a residential area and use it solely as a location for the growing of marijuana plants as defined by that persons' medical license as the owner is not required by the regulations to reside in the property. The number of plants can also be increased by the property owner holding the medical growing certificate of another person with their permission.

A person holding a medical certificate allowing them to grow their own marijuana can also grow these plants in their place of residence and could also potentially have over 500 plants. These residences are not subject to any Safety Code inspections or regulations. The owner and resident are not obligated to notify the municipality, which creates a significant barrier to ensuring safety standards are met through conducting Safety Code inspections.

Any of these residences can be located next to playgrounds, recreation centres, parks, and schools. There are limited regulations to restrict these potentially large indoor "Medical Grow Ops" to be located a reasonable distance from any place that provides facilities for children.

The Government of Canada has created a loophole in the regulations that puts the health and safety of our communities at risk. The risk is not limited to potential criminal activity but also includes the unsafe use of utilities in the property and the potential for damage to neighbouring properties in the event of a fire or explosion. The inability of municipalities to control these activities puts the safety of residents at risk and puts the health and safety of First Responders at risk if they are unaware of the situation in the property whilst responding to an emergency call.

The “loophole” in the Government of Canada regulations could also negatively impact the availability of affordable housing in communities. Affordable housing options have been targeted for lower cost purchases to provide owners with a location to grow their plants outside of their own residence. The Village of Duchess has already experienced the loss of a rental property to use of the residence (800sq ft) as a location to grow medical legal plants. We are unable to verify the utility safety of the property or the safety of the neighbouring homes. A neighbouring municipality with a population of about 350 people already has over three rental properties converted to production of medical cannabis for personal use.

Research undertaken informally has provided evidence that a medical prescription for marijuana can be anything from 10mg to 100mg per day. According to the Government of Canada [calculator](#), this means that a person can legally grow anywhere from 49 to 487 plants for their own use. This number can increase as a person may also grow for another person who is in possession of a [current medical certificate](#).

A [petition](#) was tabled in the House in 2021. The Government of Canada’s response states:

*“With each registration issued, Health Canada reminds registered individuals and designated producers that they need to comply with all relevant provincial/territorial and municipal laws, including local bylaws about zoning, noise, odour, electrical and fire safety, as well as all related inspection and remediation requirements.*

*Health Canada encourages all provinces, territories, and municipalities to use the tools at their disposal to confirm that individuals meet all standards and by-laws. This includes implementing any limitations on zoning, location, and nuisances, such as odour, that they feel are appropriate in their jurisdictions. Municipalities could, for example, require building permits and inspections of electrical work at personal production sites.”*

This response has three critical flaws:

- It is difficult for any municipality to limit permissions granted by the federal government.
- Health Canada does **not** share information with municipalities regarding registrations granted to residents to grow their own medical marijuana making it challenging for municipalities to know where plants are grown.
- And, most importantly, responsibility for managing the impact of federal legislative loopholes should **not be downloaded** to municipalities with limited resources to address them.

The Village of Duchess is not opposed to the ability for a person to grow their own medicine but insist that this activity be in accordance with municipal health and safety practices when undertaken in a residential neighbourhood. Restrictions are in place within municipalities with respect to any activity that can negatively impact the quality of life of a neighbourhood. The Village of Duchess is not opposed to excess medical plants being grown in a light industrial zoned area.

FCM and RMA have active resolutions related to this issue and the Village of Duchess would urge Alberta Municipalities to increase the voice for change by working together with FCM and RMA to advocate for urgent and immediate change.

MP Martin Shields from the Bow River Constituency is also advocating for change along with MPs from Northern Ontario and Manitoba where this issue is already impacting community health and safety.

#### **ALBERTA MUNICIPALITIES COMMENTS:**

ABmunis does not currently have a position on this specific issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis’ Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

## C2: Equitable Provincial Charitable Gaming Model

Moved by: City of St. Albert

Seconded by: City of Airdrie

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

**WHEREAS** the Alberta Gaming, Liquor and Cannabis (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;

**WHEREAS** previous reviews of the charitable gaming model have articulated the inequities that exist across Alberta, yet decades of inaction have perpetuated these inequities; and

**WHEREAS** the AGLC initiated a charitable gaming review in 2019-2021, and are in the process of completing the review, to examine how the model is meeting the needs of Albertans and to look for opportunities to improve it,

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities request that the Ministry of Treasury Board and Finance, and AGLC expeditiously act on the findings of the Charitable Gaming Review and 2021 What We Heard report by implementing 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 Report, 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.

Despite this report, inequities have continued to persist and grow over the last twelve years. The AGLC has recently reported that the waiting period for charities to hold casino events varies from 17 months in Fort McMurray to 41 months in Camrose. This is a notable increase from the MLA Advisory report.

Alberta Municipalities had a resolution on this topic approved by over 88 per cent of members in 2018, which provided the association’s position throughout the AGLC’s consultation, but the resolution recently expired in 2021. The intent of bringing this forward is to ensure that action is taken by the AGLC and/or Ministry of Finance and Treasury Board to implement a more equitable model, consistent with historical asks and recommendations, spanning over a decade.

In 2019, the AGLC surveyed over 3,800 organizations as part of the Charitable Gaming Review. The AGLC also conducted stakeholder engagement in 2021, which engaged 90 charitable organizations and representatives from casinos. Feedback from the engagement included:

- Casino revenues should be pooled provincially and distributed equally to charitable organizations; alternatives included pooling rural casinos revenue, pooling a portion of all revenue and distributing it equally and using a sliding scale to distribute based on need;
- Eliminate/re-draw casino boundaries so that charitable groups can choose any casino in the province; and
- Allow organizations outside the Edmonton and Calgary boundaries to have access to casino events, where revenue generation is greater.

A final report has not been received by Alberta Municipalities and relevant stakeholder groups to outline final recommendations. Given the nature of engagement that has occurred and the initial findings, it is important that recommendations are developed and actioned to benefit charities across Alberta, whose services are more important than ever.

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 provide recommendations on the topic and finalize their review of the charitable gaming model, Alberta Municipalities 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.

The following table outlines the wait times and revenues each casino-region received in 2019.

Casino Region	2019 Wait Time for Key Events (Months)	2019 Annualized Return (product of wait times and proceeds)
Calgary	20	\$42,000
Calgary-Rural	36	\$16,000
Camrose	41	\$6,100
Edmonton	23	\$39,000
Fort McMurray	17	\$32,000
Grande Prairie	31	\$14,100
Lethbridge	33	\$12,000
Medicine Hat	19	\$10,000
Red Deer	36	\$8,500
St. Albert	31	\$8,100

**ALBERTA MUNICIPALITIES COMMENTS:**

Visit the [Resolutions Library](#) to see the status of ABmunis work on the 2018 resolution “Equitable Provincial Charitable Gaming Model”. If this 2022 resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis’ Board by the Economic Strategy Committee within the context of related priorities and positions.



# C3: A Proposal to Review the Processes and Policies of the Natural Resources Conservation Board Concerning Confined Feeding Operations

Moved by: Summer Village of Grandview

Seconded by: Summer Village of Silver Beach

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**WHEREAS** the province has taken away the right of municipalities to approve Confined Feeding Operations (CFOs) under their Land Use Bylaws and has delegated this responsibility to the Natural Resources Conservation Board (NRCB);

**WHEREAS** the *Agricultural Operations Practices Act* (AOPA) specifies conditions that must be considered in the approval process;

**WHEREAS** the NRCB has established policies that diminish the diligence the Approval Officer must apply in reviewing the compliance of an application for a CFO;

**WHEREAS** Alberta Environment and Parks does not always provide meaningful input into the approval process when there is a possibility of significant environmental impact; and

**WHEREAS** significant social, economic, and environmental consequences can result from an approval of a CFO if the Board's policies are applied without due consideration of the specific requirements of AOPA.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for the Government of Alberta to complete review through a public hearing of the policies and processes used by the NRCB in the approval of CFOs in order to enhance the transparency and fairness of the process and give all municipalities impacted by the approval a greater voice in the decision-making process.

## **BACKGROUND:**

The locations of Confined Feeding Operations have long been a contentious issue because of the social and environmental problems caused by concentrating an abundance of animals in an unnatural setting. As a result, municipal Land Use Bylaws have set a variety of standards with respect to setbacks and exclusion zones. In 2002, the province took away the right of municipalities to regulate CFOs and delegated that responsibility to the Natural Resources Conservation Board, which administers the *Agricultural Operations Practice Act*. The stated purpose of AOPA is to “ensure that the province’s livestock industry can grow to meet the opportunities presented by local and world markets in an environmentally sustainable manner” (emphasis added).

Under AOPA, the specific responsibility for evaluating CFO applications is delegated to an Approval Officer who is guided by the NRCB policies. If the officer can “tick all the boxes,” i.e., if the prescribed setbacks and other requirements are met, then the project is deemed to be environmentally sound, and it is approved. Other than the local municipality, only “directly affected parties” have a right to present arguments for consideration, and that status is determined by setback distances without consideration for local geographical or environmental conditions. There is no consideration for adjoining municipalities to be considered “directly affected” unless they were successful in getting the issue included in their Intermunicipal Development Plan (IDP). And even though the Approval Officer must deny approval if an application contravenes an affected municipality’s Development Plan, that denial can be overruled by the Board.

This issue could affect any Alberta municipality adjacent to an agribusiness operation, but it is of particular concern to municipalities near a lake fed by a watershed where agricultural operations are carried out.

The NRCB's Annual Report for 2020-2021 indicates that one of its initiatives was to reduce "red tape" and to speed up the process. The NRCB entered into an agreement with Alberta Environment and Parks whereby NRCB staff would then conduct wetland assessments at proposed confined feeding operations.

It is an admirable goal to advance the growth of the livestock industry, but as with the coal industry, there are many factors that must be considered beyond the "one size fits all" approach the NRCB takes when it considers an application. For example, in southern Alberta, the amount of precipitation is significantly less than that in central and northern Alberta. This means the concern regarding environmental impacts from nutrient runoff is much different between the two locations. Also, the size of watersheds varies greatly across the province, which causes differing environmental consequences. While the South Saskatchewan Regional Plan is now in force with specific requirements for environmental concerns, the North Saskatchewan Regional Plan is still not complete. In its absence, special attention must be paid to environmental impacts in this region. The basic question is why should one business be allowed to have consequential impacts on so many affected parties without their ability to provide input?

At Pigeon Lake, a CFO application is currently under evaluation. Through the public involvement process, the weaknesses in the AOPA Regulations are being exposed at every turn. The AOPA requires a setback of manure storage facilities of only 30 metres from a watercourse, which includes lakes and streams. High levels of nutrients from an existing Intensive Livestock Operation have been measured in adjacent streams, which flow into Pigeon Lake. It appears from other decisions that cumulative effects are not considered.

Whenever a Statement of Concern addressing significant environmental concerns is filed, Alberta Environment and Parks should be required to submit an environmental assessment as the first step in the review process. In the case of the application in the Pigeon Lake watershed, the harmful effects on the lake, which is currently at a tipping point, pose a serious threat to the health of the lake and the economy of the region. A review by the scientists at Alberta Agriculture and Forestry is not sufficient in that it is not a true arm's length investigation.

Adjacent municipalities also should have a greater voice in the decision-making process. Currently the only input they would have been through an IDP with the local county, but only if they have agreed to include exclusion zones. If the county is reluctant to include an exclusion zone or if the issue of CFOs is missed when the IDP is prepared, a CFOs in close proximity to an urban centre could meet all NRCB requirements while threatening disastrous effects on the local economy through a crashing real estate market and deteriorating quality of life. The quality of life for the residents due to persistent odours will suffer, but again, the Board does not consider odours a valid reason for denying approval.

The *Municipal Government Act* states that one of the five fundamental purposes of municipalities is to foster the well-being of the environment. Improperly situated CFOs can have dire and long-lasting consequences on many environmental features, especially lakes where nutrient loads can result in harmful algal blooms. Another of these stated purposes is to "*develop and maintain safe and viable communities*" (MGA s3). An odiferous feedlot in the vicinity of a neighboring residential area is in direct opposition to the legislated purpose of a municipality. Therefore, municipalities must have a voice in determining how these business enterprises are approved. This issue could impact each and every municipality in the province.

It is recommended that Alberta Municipalities lobby the province for a public review of this issue with specific attention to how the policies established by the Board have diminished the legislated requirements under AOPA. The overall objective is to adjust the NRCBs policies and procedures, and legislation, if need be, to consider local geographic and environmental factors with the goal of better aligning them with the long-term environmental and

economic needs of municipalities and not just the short-term interests of agribusiness. The review must include Municipal Affairs, Alberta Environment and Parks, Alberta Agriculture and Forestry, and municipalities, as well as public input.

Respectfully submitted by the Summer Village of Grandview

**ALBERTA MUNICIPALITIES COMMENTS:**

ABmunis does not currently have a position on this specific topic. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Sustainability and Environment Committee within the context of related priorities and positions.

## C4: Disparity in Electricity Distribution and Transmission Rates

Moved by: City of Grande Prairie  
Seconded by: Town of Drumheller

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**WHEREAS** the cost of transmission and distribution of electricity to customers is causing a disparity in prices across Alberta;

**WHEREAS** electricity prices, which are becoming extraordinarily high in some service areas, are regulated by the Alberta Utilities Commission (AUC) for residential, farm and commercial customers in rural and urban areas;

**WHEREAS** in 2021, annual transmission charges paid by the average residential customer with 7200 kWh of consumption ranged from \$239.28 (in Enmax's service area) to \$339.72 (in ATCO's service area) <sup>1</sup>;

**WHEREAS** in 2021, annual distribution charges paid by the average residential customer with 7200 kWh of consumption ranged from \$308.40 (in ENMAX's service area) to \$1,007.16 (in ATCO's service area) <sup>2</sup>; and

**WHEREAS** the cost of transmission and distribution do not just impact purchased energy but also sold energy, with high costs making micro-generation economically challenging in much of the Province.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for the Government of Alberta to eliminate the disparity in electricity pricing for transmission and distribution charges across the Province by adopting a model similar to British Columbia or Saskatchewan.

### **BACKGROUND:**

Because electricity delivery is a fully regulated service, the Alberta Utilities Commission (AUC) reviews the costs in detail and approves the rates to ensure all the charges are fair and reasonable. However there seems to be a disparity in these charges depending on where you live in Alberta. Energy delivery charges include two components: transmission and distribution (in addition to rate riders).

Transmission charges cover the cost of moving electric energy from generating facilities through transmission lines to distribution utility substation transformers. The transmission charge on an electricity bill is based on how much electricity the customer has used and on average is between 14% and 20% of a customer's total bill.

Distribution costs vary with location and consumption. Distribution charges cover the cost of moving electric energy from substation transformers through local lines that carry electricity to the customers' meters. If the service area is large and sparsely populated, one kilometer of distribution line may only serve a few customers whereas in an urban centre, one kilometer of line serves a larger number of customers. Distribution charges are between 22% and 47% of a customer's total bill.

In some parts of the Province, energy delivery charges compose nearly 70% of a customer's total bill for the sum of the two components: transmission and distribution charges.

In large geographical portions of the Province, both businesses and residential endure economic penalties based on geographical and population density disadvantages. This disadvantage can be as high as a 3 to 1 ratio of as seen in

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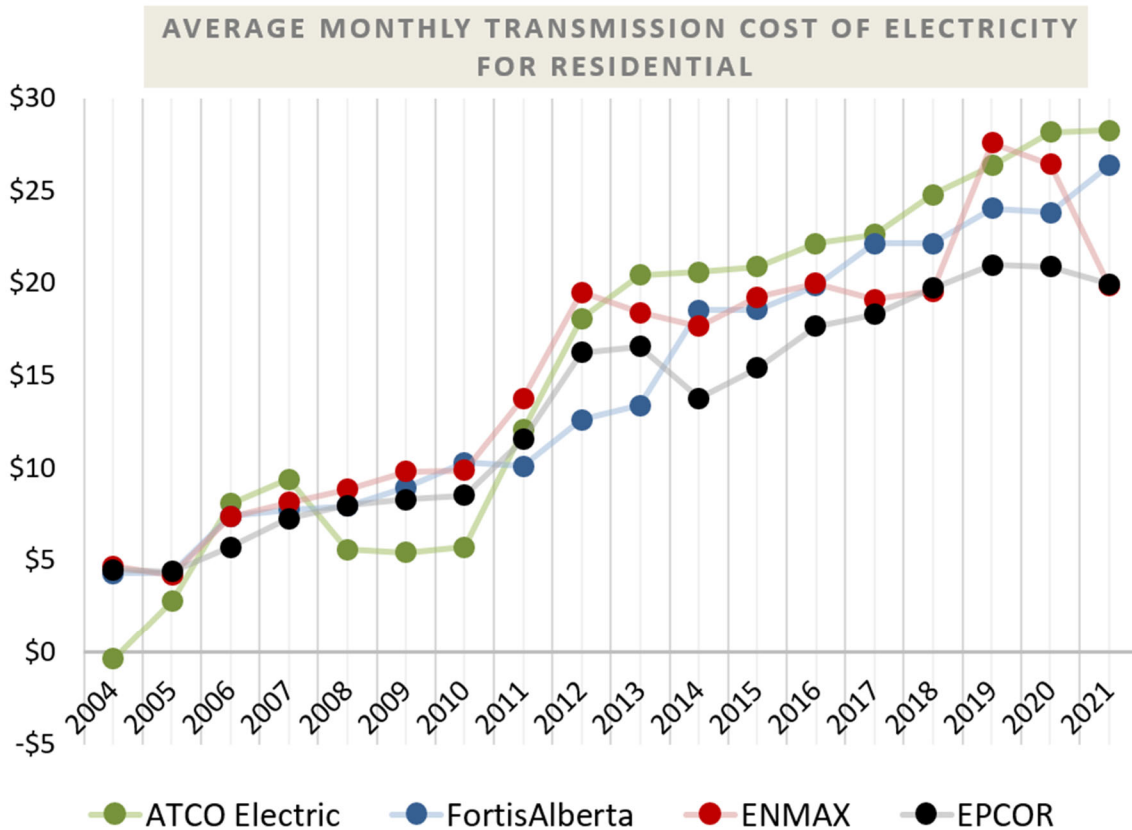
<sup>1</sup> Utilities Consumer Advocate: Electricity Transmission and Distribution Charges  
<https://ucahelps.alberta.ca/electricity-transmission-and-distribution-charges.aspx>

<sup>2</sup> Utilities Consumer Advocate: Electricity Transmission and Distribution Charges  
<https://ucahelps.alberta.ca/electricity-transmission-and-distribution-charges.aspx>

chart comparisons below. In comparison, British Columbia and Saskatchewan have succeeded in building and operating transmission and distribution systems where landed costs of electricity are much more evenly distributed amongst the entire system.

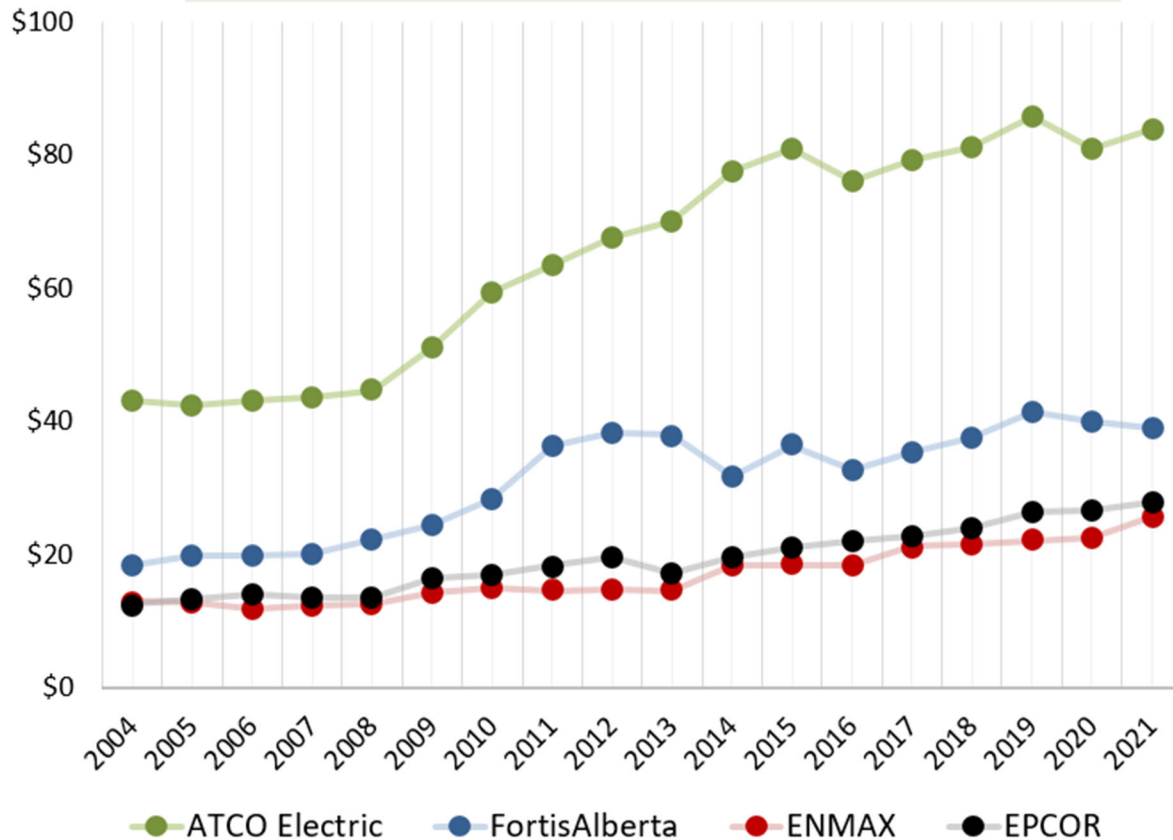
In Saskatchewan, all cities, towns and villages pay one rate that includes transmission and distribution costs regardless of geographic location and all rural areas pay a marginally higher rate. There is only a 1.4 to 1 ratio between the two rates. In British Columbia, all electricity costs including transmission and distribution are equalized across the entire Province.

As the electrical grid for Alberta ultimately operates as a single entity, it is reasonable to distribute those costs equally across the Province. The current system unfairly penalizes communities that are on the border between providers. Competitiveness to attract businesses to Alberta or outside of major urban centers within Alberta is stunted by disparities in the Alberta model. Continual increases of transmission and distribution rates, especially in areas that are already realizing significant cost disparity, results in an increase in energy poverty for many Alberta families and seniors.



Source: Compiled by the Office of the Utilities Consumer Advocate based on data provided by the Alberta Utilities Commission and Alberta Electric System Operator

**AVERAGE MONTHLY DISTRIBUTION COST OF ELECTRICITY  
FOR RESIDENTIAL**



*Source: Compiled by the Office of the Utilities Consumer Advocate based on data provided by the Alberta Utilities Commission and Alberta Electric System Operator*

**ALBERTA MUNICIPALITIES COMMENTS:**

This resolution aligns with ongoing advocacy to address disparity in distribution and transmission rates across Alberta. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Infrastructure Committee within the context of related priorities and positions.

## C5: Traffic Safety Act Exemption for Angle Parking in Cul-de-Sacs

Moved by: City of Airdrie

Seconded by: City of Calgary

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**WHEREAS** all municipalities, towns villages are required to follow the *Traffic Safety Act* and Use of Highway and Rules of the Road Regulation (UHRRR), Division 10, section 46(2);

**WHEREAS** the Use of Highway and Rules of the Road Regulation, Division 10, Parking and Stationary Vehicles, section 46(2) does not allow for angled parking in cul-de-sacs;

**WHEREAS** in many cities, towns and villages cul-de-sacs are a popular residential configuration and the vast majority of municipalities do not enforce this section of the *Traffic Safety Act's* UHRRR;

**WHEREAS** a few municipalities have spent a considerable amount of time and resources to develop processes that allow for their residents to angle park in cul-de-sacs within the confines of the *Traffic Safety Act* and UHRRR; and

**WHEREAS** the *Traffic Safety Act* and UHRRR were not developed with cul-de sacs in mind and therefore do not conform with the vast majority of community and enforcement practices.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for the Government of Alberta to amend the *Traffic Safety Act* and Use of Highway and Rules of the Road Regulation, Division 10, section 46(2) to allow for angle parking in cul-de-sacs in municipalities that pass bylaws allowing this practice.

### **BACKGROUND:**

***Traffic Safety Act, Use of Highway and Rules of the Road Regulation Excerpt:***

***Traffic Safety Act, Use of Highway and Rules of the Road Regulation  
Division 10, Parking and Stationary Vehicles, Section 46 (2), Angle Parking states the following:***

*“When:*

- a) A sign indicates that angle parking is permitted or required, and*
- b) No parking guide lines are visible on the roadway, a person may only park a vehicle with the vehicle’s sides at an angle of between 30 and 60 degrees to the curb or edge of the roadway and*
- c) In the case of a vehicle, other than a motorcycle, with one front wheel not more than 500 millimeters from the curb or edge of the roadway...”*

The *Traffic Safety Act* was developed to ensure all Albertans are governed by one standard when it comes to traffic safety on Alberta roads. It is an effective tool that all Police Officers, Sheriffs and many Community Peace Officer Level 1’s can use to ensure a standard and consistent approach to enforcement.

Despite the importance of a standard approach to traffic safety the regulations regarding angle parking do not allow municipalities to reasonably apply the principle in cul-de-sacs. Several municipalities, examples listed below, have spent a considerable amount of time and resources to implement procedures through a permitting process to ensure they follow the regulations as set out in the *Traffic Safety Act*.

Many Alberta communities continue to take the approach of ignoring the issue or managing it on a complaint basis in an effort to not appear heavy handed in their approach to enforcement as many residents have been parking “nose in” or at an angle for years in front of their residences in cul-de sacs.

This resolution calls on the Government of Alberta to change the *Traffic Safety Act* and accompanying Use of Highway and Rules of the Road Regulation to allow for angle parking in cul-de-sacs as long as the vehicle is not

causing an obstruction or a hazard. Municipalities may need to introduce or amend existing bylaws to accommodate garbage, recycling and organics collection.

### **Current Municipal Practices**

#### **Calgary**

The City of Calgary has implemented a lengthy process to address the need for angle parking in cul-de-sacs. Each cul-de-sac is unique. Before The City of Calgary can authorize cul-de-sac angle parking at a particular location, it must be determined if:

- Minimum clearance for emergency responders to operate will be maintained;
- Minimum clearance for the safe and efficient collection of waste will be maintained;
- The number of available on-street parking spots will increase or stay the same; and
- The location in question is a residential cul-de-sac, not an elbow or corner.

Waste and recycling pick-up, as well as access and maneuverability for large vehicles may still be impacted in locations where angle parking is approved. Delivery trucks, Calgary Transit, and Emergency Services still require access.

Calgary charges a non-refundable \$70 administrative fee to start the process and the average estimated fee to residents in the cul-de-sac for installation is \$2300.00. Despite having developed this lengthy process to accommodate angle parking in cul-de-sacs, residents in Calgary continue to angle park in cul-de-sacs without going through this process.

#### **Edmonton**

Angle parking is not permitted in cul-de-sacs with less than a 15-meter radius as there is insufficient road space for vehicles to turn around. Guidelines have been established that permit angle parking for residents who live in a 15 meter or greater radius cul-de-sac. Residents must complete a petition with majority agreement. If the petition meets established guidelines, angle parking signs are installed, and angle parking is then required.

#### **Medicine Hat**

The City of Medicine Hat in Alberta has instituted a bylaw that allows for cul-de sac parking except on waste and recycling days. In essence, this becomes a policy and not the rule of law as a municipal bylaw cannot supersede a provincial Act.

#### **ALBERTA MUNICIPALITIES COMMENTS:**

Although ABmunis does not have a current position on this specific issue, we do engage in ongoing advocacy to reduce red tape for the benefit of municipalities. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Infrastructure Committee within the context of related priorities and positions.



## C6: Attraction and Retention of Veterinarians to Small/Mid-sized Urban Municipalities Veterinary Practice

Moved by: Town of Didsbury

Seconded by: City of Brooks

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**WHEREAS** over the past 30 years increasing demand in Alberta's rural regions and small/mid-sized urban municipalities that serve these rural regions for veterinary medical professionals (veterinarians and veterinary technologists) combined with veterinary students more commonly choosing major urban centered careers, have created a labor shortage that has reached a crisis level;

**WHEREAS** veterinary medicine is critical to the economy, community sustainability, and quality of life in small/mid-sized urban municipalities via its contributions to agriculture, food safety, animal health and welfare;

**WHEREAS** many veterinary practices are located outside of the major urban centers and provide services to four common domestic species (Bovine, Equine, Canine and Feline);

**WHEREAS** students choosing to locate and remain in veterinary practice in small/mid-sized urban municipalities are more likely to be those originating from and living in small/mid-sized urban municipalities and/or in the rural regions in Alberta;

**WHEREAS** in 2020, veterinary medicine in Alberta generated 10,211 full time employees who contributed over \$206 million in federal, provincial and municipal taxes; and

**WHEREAS** small/mid-sized urban municipalities have a considerable role in attracting and retaining a local and regional workforce including veterinary medical professionals.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for the Government of Alberta to endorse University of Calgary Faculty of Veterinary Medicine (UCVM) programs that will help alleviate the veterinarian shortage crisis.

**FURHTER, BE IT RESOLVED THAT** Alberta Municipalities support UCVM by serving as a conduit for information on what municipalities can do to support attraction and retention efforts including participating in recruitment committees as appropriate.

### **BACKGROUND:**

Definitions

ABVMA – Alberta Veterinary Medical Association

GOA – Government of Alberta

GPA – Grade Point Average

MCAT- Medical College Admissions Test

MMI – Multiple Mini Interview

UCVM – University of Calgary Faculty of Veterinary Medicine

There is a crisis level global shortage of veterinarians and veterinary technologists, affecting Alberta. It is estimated that there are currently at minimum 864 veterinary professional vacancies in Alberta (377 veterinarians and 487 veterinary technologists). The job vacancy rates for veterinarians (16.7%) and veterinary technologists (18.8%) far exceeds the provincial average of 2.6%. In the April 2021 ABVMA/ABVTA Veterinary Professional Workforce Study, it was projected that due to increasing expansion demand (demand for service increases due to pet ownership, increased disposable income and increasing livestock numbers) and due to replacement demand, the shortage of

professionals will increase more than 3.5 times by 2040. Using current trends, in eighteen years, the shortage of veterinary professionals is estimated to be more than 3371 people (1331 veterinarians and 2407 technologists). While the labor shortage is an issue throughout Alberta, practices in small/mid-sized urban municipalities that also serve rural regions are particularly impacted by staff shortages due partly to recruitment and admissions challenges. Further, our communities are impacted acutely in the current environment and face restricted economic growth post-Covid without targeted and immediate actions to address the shortages. Attraction and retention of veterinary medical professionals based in small/mid-sized urban municipalities that also serve rural regions has not been keeping pace with increasing demand.

Alberta Municipalities is requesting the GOA officially endorse a UCVM initiative for the implementation of admissions and curriculum changes that would benefit a significant need in small/mid-sized urban municipalities that also serve rural regions in Alberta.

UCVM is one of five veterinary schools in Canada and was the last Canadian veterinarian program to begin operations. It was developed to meet Alberta's need for highly skilled veterinary graduates to support rural Alberta, production animal and equine industries, animal and human health research, and public health. In the 15 years since inception, UCVM has become one of the top 40 veterinary schools in the world.

Established in 2005, UCVM commenced with a class of thirty (30) students which was augmented by the transfer of the twenty (20) funded Alberta students at Saskatchewan's Western College of Veterinary Medicine (WCVM). In 2017, Alberta's government reduced funding for the twenty WCVM seats and transferred the funding to UCVM. These 50 seats for veterinary education of Alberta students have remained unchanged despite shifting demand pressures. Today, UCVM needs the support of Alberta Municipalities to expand its capacity and to adapt its programming.

Currently, UCVM selects 50 Alberta students per year to enter the four-year veterinary medicine program. Recent funding announcements will increase that number to 100 starting in 2025. In August 2021, there were 5.4 qualified applicants for every educational seat at UCVM. Alberta students are demanding veterinary education be available at home rather than pursuing their education and career in other jurisdictions.

Starting with the incoming class for 2022, all applicants must write the MCAT. A pre-determined minimum MCAT score is required to advance to the interview stage of the application process. This minimum score is to ensure that successful applicants can handle the academic requirements of the curriculum. Applicants who successfully meet the pre-determined MCAT score then enter an interview process that involves Multiple Mini Interview scenarios. The MMI is designed to gauge a successful applicant's knowledge of a career in veterinary medicine and their likelihood to succeed in such a career. It would be advantageous for Alberta Municipalities to establish a strong relationship with UCVM, which would provide opportunity for Alberta Municipalities to be part of the recruitment, selection and retention of UCVM graduates.

The long-standing shortage of veterinary practitioners in small/mid-sized urban municipalities that serve rural regions in Alberta is well known. It has been shown that the likelihood of someone entering and succeeding in a veterinary practice in small/mid-sized urban municipalities that serve rural regions is much higher (39%) if they have significant knowledge and experience in a practice within and lifestyle of small/mid-sized urban municipalities. UCVM partnerships with Alberta Municipalities will assist with identifying suitable candidates for the DVM program. Members of these communities are in the ideal position to judge "best fit". The "grow your own vet" model will increase the likelihood that veterinary students will go back to their home community after graduation.

In 2020, there were 1832 registered veterinarians in Alberta and 1852 registered veterinary technologists, working in 554 veterinary practices, employing over 6600 full time equivalent employees. The total output of Alberta veterinary practices was estimated to be \$2.021 billion. This does not include the contributions made by veterinarians to Alberta's agriculture sector, which contributed \$9.68 billion in GDP and employed 69,800 Albertans. As such, access to local veterinary services for farmers and livestock producers is essential for the sustainability of the primary agriculture industry as well as Alberta's overall economy. Further, sustainability and growth of our

small/mid-sized urban communities is dependent on access to veterinary services both today and in the foreseeable future.

**ALBERTA MUNICIPALITIES COMMENTS:**

ABmunis does not currently have a position on this specific issue. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to ABmunis' Board by the Economic Strategy Committee within the context of related priorities and positions.

# **2022 RESOLUTIONS**

## **CATEGORY E - EMERGENT RESOLUTIONS**

# About Emergent Resolutions

## Criteria

The criteria for an emergent resolution, as set in section 16 the [Resolutions Policy](#), are that it **must**:

- a. Deal with an issue of concern to Alberta municipalities which has arisen after the resolution deadline, or just prior to the resolution deadline, such that Members could not submit it as a resolution in time;
- b. Have a critical aspect that needs to be addressed before the next Convention; and
- c. Comply with the guidelines for resolutions set out in the policy.

## Submission

If your municipality is considering an emergent resolution, please contact [resolutions@abmunis.ca](mailto:resolutions@abmunis.ca) as soon as possible. ABmunis administration can help your municipality determine if the proposed resolution may meet the criteria and help your municipality work through the submission process. Any proposed emergent resolutions will be reviewed by either Alberta Municipalities Board or Executive Committee, depending on timing, to determine if they meet the criteria and can go forward for consideration at the 2022 Convention.

## Seconding

The policy also stipulates that, if the Alberta Municipalities Board or Executive Committee determines the resolution meets the criteria of an emergent resolution, the Board will second the resolution.

## Notification

Should Alberta Municipalities receive emergent resolutions, an updated version of this Resolutions Book will be distributed to Members through email and The Weekly newsletter.

## More Information

For more information on emergent resolutions, see sections 15 through 22 of the [Resolutions Policy](#) or contact [resolutions@abmunis.ca](mailto:resolutions@abmunis.ca).



# Alberta Municipalities Strength In Members

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## 2022 Budget Summary - July 31, 2022

Revenue	2022 Operating Budget	2022 Operating Actual - July 31, 2022	Variance	%	Notes
Administration	\$272,020.00	\$174,513.43	\$97,506.57	35.85%	
Inter Dept Utility Transfer - \$250,000)					
Police	\$548,804.00	\$26,989.11	\$521,814.89	95.08%	MSI Operating - \$52,448
Traffic Fines - Budget - \$60,000 - Actual - \$22,291 - 37%					
Provincial Grant - \$347,000					
Community Resource Program - Clearview \$40,000 / County - \$43,356					
Fire	\$599,321.00	\$91,449.66	\$507,871.34	84.74%	
Disaster Services	\$0.00	\$0.00	\$0.00		
Bylaw Enforcement	\$109,950.00	\$115,115.00	-\$5,165.00	-4.70%	
Business Licenses Budget - \$86,250 - Actual \$91,750 / Animal License Budget \$21,700 - Actual \$21,415					
Roads, Streets, Walks, Lights	\$269,535.00	\$67,069.25	\$202,465.75	75.12%	
Airport	\$10,880.00	\$9,338.20	\$1,541.80	14.17%	
Drainage	\$0.00	\$0.00	\$0.00	0.00%	
Water Supply & Distribution	\$3,783,438.00	\$1,476,302.10	\$2,307,135.90	60.98%	
Metered sale of water (Budget - \$1,962,728 - Actual \$854,691 = 44% - end of June - 50%)					
Metered out of Town (Budget - \$1,070,000 - Actual \$529,028 = 49% - end of June - 50%)					
Bulk water - Budget - \$40,000 - Actual - \$12,255 - 31%					
Sewer	\$950,701.00	\$453,349.20	\$497,351.80	52.31%	
Sewer Service Charges (Budget - \$888,681 - Actual \$433,156 = 49% - end of June - 50%)					
Garbage Collection & Disposal	\$839,812.00	\$413,961.03	\$425,850.97	50.71%	SWMA haul rebate - \$26,619
Residential Garbage Revenue (2022 Budget - \$636,975 - Actual \$308,899 = 48% - end of June - 50%)					
Recycling Revenue (Budget 2022 - \$171,210 - Actual \$85,757 = 50% - end of June - 50%)					
FCSS	\$157,148.00	\$65,479.00	\$91,669.00	58.33%	
Cemetery	\$23,600.00	\$18,370.66	\$5,229.34	22.16%	
Planning & Development	\$58,500.00	\$31,629.76	\$26,870.24	45.93%	
Building Permits (Budget - \$30,000 - Actual - \$20,541)					
Economic Development - BOT	\$137,420.00	\$128,009.09	\$9,410.91	6.85%	
Subdivision Land	\$2,000.00	\$0.00	\$2,000.00	100.00%	
Land, Housing & Rentals	\$278,580.00	\$167,702.60	\$110,877.40	39.80%	
AE Kennedy Health Unit - \$205,300					
Ambulance Station - \$20,100					
SRC - Library - Budget - \$42,000					
Recreation - General	\$3,000.00	\$2,871.50	\$128.50	0.00%	
Recreation Programs	\$26,190.00	-\$2,967.01	\$29,157.01	111.33%	Ball / Soccer
Facilities	\$1,056,465.00	\$288,662.35	\$767,802.65	72.68%	County / Pool / SRC
Community Hall	\$95,000.00	\$17,582.10	\$77,417.90	81.49%	
Senior's Center	\$22,875.00	\$13,832.19	\$9,042.81	39.53%	\$6000 Casino
Parks	\$125,650.00	\$68,062.10	\$57,587.90	45.83%	
Lions Campground - Budget - \$120,000 - actual - \$66,362 - 55%					
Operating Contingency	\$11,899.00	\$0.00	\$11,899.00	0.00%	
Taxes / Penalties	\$8,778,101.00	\$8,788,005.22	-\$9,904.22	-0.11%	
Other Revenue	\$2,078,400.00	\$1,101,539.90	\$976,860.10	47.00%	
Franchise Fee - GAS (Budget - \$1,065,000 - Actual \$563,302 = 53% - end of July - 58%)					
Franchise Fee - ELECTRIC (Budget - \$805,000 - Actual \$410,375 = 51% - end of June - 50%)					
Return on Investments (Budget - \$140,000 - Actual - \$76,935 - 55%)					
<b>Total Revenue</b>	<b>\$20,239,289.00</b>	<b>\$13,516,866.44</b>	<b>1036,722,422.56</b>	<b>66.79%</b>	

Expense	2022 Interim Operating Budget (no operating capital budget)	2022 Operating Actual - July 31, 2022	Variance	%	Notes
Council & Legislative	\$222,640.00	\$112,728.40	\$109,911.60	49.37%	
Council Honorarium (Budget - \$153,640)					
Council per diem - Budget - \$27,000					
Council travel & subsistence - Budget - \$22,000)					
Council membership Conferences (Budget - \$16,000 - Actual \$8,874 = 55% - AM membership)					
Administration	\$1,141,978.00	\$588,192.44	\$553,785.56	48.49%	
Police	\$1,277,089.00	\$322,112.34	\$954,976.66	74.78%	
RCMP - Contract Billings (2022 - \$1,087,211)					
Fire	\$1,064,264.00	\$331,582.12	\$732,681.88	68.84%	
Disaster Services	\$33,530.00	\$298.34	\$33,231.66	99.11%	
Bylaw Enforcement	\$196,777.00	\$94,817.72	\$101,959.28	51.81%	
Common Services	\$282,530.00	\$122,603.56	\$159,926.44	56.61%	
Roads, Streets, Walks, Lights	\$2,154,578.00	\$880,456.50	\$1,274,121.50	59.14%	
Airport	\$49,187.00	\$11,559.04	\$37,627.96	76.50%	
Water Supply & Distribution	\$3,729,431.00	\$1,513,417.13	\$2,216,013.87	59.42%	
Sewer	\$727,420.00	\$371,404.64	\$356,015.36	48.94%	
Garbage Collection & Disposal	\$748,219.00	\$254,150.60	\$494,068.40	66.03%	
FCSS	\$196,435.00	\$147,326.25	\$49,108.75	25.00%	
Cemetery	\$64,290.00	\$21,910.94	\$42,379.06	65.92%	
Planning & Development	\$430,270.00	\$281,260.88	\$149,009.12	34.63%	
Comm Services -Handi Bus	\$25,000.00	\$25,000.00	\$0.00	0.00%	
Economic Development	\$587,646.00	\$301,494.61	\$286,151.39	48.69%	
Subdivison Land	\$56,620.00	\$29,078.45	\$27,541.55	48.64%	
Land, Housing & Rentals	\$44,760.00	\$13,136.52	\$31,623.48	70.65%	
Recreation - General	\$146,025.00	\$105,089.95	\$40,935.05	28.03%	
Recreation Programs	\$81,320.00	\$78,709.26	\$2,610.74	3.21%	
Facilities	\$2,554,648.00	\$1,094,950.33	\$1,459,697.67	57.14%	
Culture	\$354,497.00	\$231,716.75	\$122,780.25	34.64%	Parkland, Library, Museum
Community Hall	\$137,397.00	\$52,029.72	\$85,367.28	62.13%	
Senior's Center	\$13,280.00	\$4,892.17	\$8,387.83	63.16%	
Parks	\$663,412.00	\$304,979.50	\$358,432.50	54.03%	
Operating Contingency	\$489,571.00	\$0.00	\$489,571.00	100.00%	WTP Gross Recovery, Tran to Res
WTP gross recovery - (\$210,000) (JE made at end of year prior to Audit)					
Available for Capital from 2022 Operating Budget for 2022 Capital Budget - \$699,571 (Water \$54,007 + Utility \$314,874 (sewer, waste, recycling) + Total Available for Capital - \$330,690) = \$699,571					
Requisitions	\$2,766,475.00	\$900,076.33	\$1,866,398.67	67.46%	
ASFF (Budget - \$2,225,053 - Actual - \$537,229 - 24%)					
ASFF Separate School (Budget - \$168,749 - Actual - \$83,343 - 49%)					
County of Stettler Senior Lodges (Budget - \$372,673 - Actual - \$279,504.75 - 75%)					
<b>Total Expense</b>	<b>\$20,239,289.00</b>	<b>\$8,194,974.49</b>	<b>\$12,044,314.51</b>	<b>40.49%</b>	
<b>Surplus / Deficit</b>	<b>\$0.00</b>	<b>\$5,321,891.95</b>			



Town of Stettler  
2022 Capital Budget Summary

31-Jul-22

G/L	Project	Actual Project Complete Cost / Council Tender Cost / Budget cost	2022 Budget Expense - Approved by Council	Difference between Actual and Budget Amount	Actual - Project Expenses July 31, 2022	Utility (Water) Avail for Capital 2022 Interim Operating Budget (Rates) \$54,007	Utility (other) Avail for Capital 2022 Interim Operating Budget (Rates) \$320,874	Available for Capital 2022 Interim Operating Budget (taxes) \$311,853	General Reserve 4-15-00-00-74-700	Total Other Reserves (for capital purposes)	2022 Operating Budget	Debenture / Local Improvement	Grants - MSI \$649,945	Grants - FGT (\$356,384)	Grants - BMTG - 2022 Budget \$0.00 (\$60 per cap x 5952)	Other	Total	
<b>Operating Capital Projects included in 2022 Interim Operating Budget - 1-32-99-91-00-920 / 2-32-99-91-00-764 - Transfer to/from operating reserve</b>																		
Op-tran	2-32-09-00-03-244	Pathway rehab (2017 council direction)	\$50,000.00	\$50,000							\$50,000.00						\$50,000.00	
Op-tran	2-32-09-00-00-244	Sidewalk replacement program (yearly)	\$75,000.00	\$75,000							\$75,000.00						\$75,000.00	
<b>2022 Capital Budget - Operational Projects (non TCA)</b>																		
ADM	2-12-04-00-05-252	Community Builders (pre build 10 hearts)	\$25,000.00	\$25,000						\$25,000.00	Culture						\$25,000.00	
ADM	2-61-05-00-00-252	Computer replacement program	\$14,000.00	\$14,000	\$2,075.80		\$14,000.00										\$14,000.00	
FIRE	2-23-02-00-02-561	2001 Fire Engine Replace-2026-\$1M	\$100,000.00	\$100,000			\$100,000.00										\$100,000.00	
FIRE	2-23-02-00-02-561	Replace Deputy Fire Chief Truck (2023) - Reserve in 2022 - County Invoice 2023	\$23,500.00	\$23,500				\$23,500.00									\$23,500.00	
FIRE	2-23-02-00-02-561	Replace Fire Chief Truck (2023) - Reserve 2022 - County Invoice 2023	\$23,500.00	\$23,500				\$23,500.00									\$23,500.00	
Op-tran	2-32-09-00-01-244	Sidewalk replacement program (yearly)	\$55,000.00	\$55,000				\$55,000.00									\$55,000.00	
Op-tran	2-32-21-00-03-536	Pavement patching	\$150,000.00	\$150,000			\$150,000.00										\$150,000.00	
Water	2-41-15-00-00-554	Wetland Pumphouse Upgrades	\$175,000.00	\$175,000			\$175,000.00										\$175,000.00	
WTP	2-41-01-00-04-252	Membrane Replacement (build reserve)	\$50,000.00	\$50,000		\$10,000.00	\$10,000.00	\$30,000.00									\$50,000.00	
WTP	2-41-01-00-06-252	Misc. Pump Replacement	\$100,000.00	\$100,000	\$60,789.79		\$100,000.00										\$100,000.00	
WTP	2-41-01-00-07-252	Caustic CIP (cleaning in place) tank heater	\$35,000.00	\$35,000	\$13,914.20	\$35,000.00											\$35,000.00	
WTP	2-41-01-00-08-252	PCL (programmable logic controller) Upgrades	\$75,000.00	\$75,000			\$75,000.00										\$75,000.00	
WTP	2-41-01-00-09-252	Compressors	\$200,000.00	\$200,000	\$19,259.60	\$200,000.00											\$200,000.00	
HUB	2-73-11-02-03-239	Undercounter ice making machine	\$4,000.00	\$4,000					\$4,000.00								\$4,000.00	
SRC	2-73-11-02-04-239	Arena Scoreclock replacement (both) with blue tooth consoles with dressing room timers	\$28,000.00	\$28,000					\$28,000.00								\$28,000.00	
Pool	2-73-13-03-03-252	Mechanical room replacement components	\$15,000.00	\$15,000					\$15,000.00								\$15,000.00	
Hall	2-74-14-00-02-252	Hardwood floor refinishing (dance floor)	\$15,000.00	\$15,000					\$15,000.00	Culture							\$15,000.00	
Park	2-77-82-00-01-519	Ball diamond backstop fence (2 diamonds)	\$5,000.00	\$5,000					\$5,000.00								\$5,000.00	
Culture	2-74-99-91-00-764	Culture reserve account	\$15,000.00	\$15,000			\$15,000.00										\$15,000.00	
<b>2022 Capital Budget - Operational Projects (non TCA)</b>			\$1,233,000.00	\$1,233,000.00	\$0.00	\$96,039.39	\$245,000.00	\$639,000.00	\$132,000.00	\$52,000.00	\$40,000.00	\$0.00	\$125,000.00	\$0.00	\$0.00	\$0.00	\$1,233,000.00	
<b>2022 Capital Budget - Capital Projects (TCA)</b>																		
FIRE	6-23-00-30-09-630	Replace extraction hydraulic pump	\$19,000.00	\$19,000				\$9,500.00								\$9,500.00	County	\$19,000.00
FIRE	6-23-00-10-00-610	Fire Hall Traffic Signals	\$15,000.00	\$15,000				\$7,500.00								\$7,500.00	County	\$15,000.00
OP	6-32-09-60-01-660	Pathway (new construction)	\$86,765.00	\$100,000	-\$13,235.00		\$100,000.00											\$100,000.00
OP	6-32-21-10-15-610	44 Avenue overlay from Hwy 12 to 38St - CAPP	\$711,706.50	\$750,000	-\$38,293.50	\$680,056.33							\$750,000.00					\$750,000.00
OP	6-33-00-00-10-610	Airport runway - secure STIPfunding - \$1,618,096 - \$1,213,572 STIP - Town - \$202,262 / County \$202,262	\$1,618,096.00	\$1,618,096					\$202,262.00							\$1,415,834.00	Strategic Transportation Infrastructure (STIP) Grant \$1,213,572 / County = \$202,262	\$1,618,096.00
Water	6-41-11-10-03-610	Watermain cast iron replacement 53rd street between 48-51 avenue - CAPP	\$852,759.03	\$950,000	-\$97,240.97	\$203,727.62		\$135,616.02					\$504,137.21	\$172,537.68	\$137,709.09			\$950,000.00
Equip	6-31-11-00-33-630	Hydovac - CAPP	\$600,000.00	\$600,000									\$600,000.00					\$600,000.00
Equip	6-31-11-00-50-650	2 - Pick-up trucks	\$90,000.00	\$90,000				\$40,000.00		\$50,000.00	Common Services - Equipment							\$90,000.00
Equip	6-31-11-30-15-630	Trailer mounted flusher	\$200,000.00	\$200,000				\$200,000.00										\$200,000.00
SRC	6-77-81-10-00-610	Outdoor arena refurbishment (new boards)	\$94,000.00	\$94,000					\$94,000.00									\$94,000.00
Park	6-77-02-30-01-630	Toro mower replacement	\$96,000.00	\$96,000					\$96,000.00									\$96,000.00
<b>2022 Capital Budget - Capital Projects (TCA)</b>			\$4,383,326.53	\$4,532,096.00	-\$148,769.47	\$883,783.95	\$0.00	\$100,000.00	\$392,616.02	\$392,262.00	\$50,000.00	\$0.00	\$0.00	\$1,254,137.21	\$772,537.68	\$137,709.09	\$1,432,834.00	\$4,532,096.00
<b>2022 Total Capital Budget</b>			\$5,616,326.53	\$5,765,096.00		\$979,823.34	\$245,000.00	\$739,000.00	\$524,616.02	\$444,262.00	\$90,000.00	\$125,000.00	\$0.00	\$1,254,137.21	\$772,537.68	\$137,709.09	\$1,432,834.00	\$5,765,096.00
Council Motion - February 1, 2022			\$5,765,096.00	17.45%				\$686,734.00	\$1,508,616.02									\$5,765,096.00
2022 Capital Additions			\$0.00						-\$821,882.02									\$0
Total 2022 Capital Budget			\$5,765,096.00															
Difference (Actual vs Council Budget)			-\$148,769.47															

		2021 Carry Forward																	
		Brought forward from 2021 Budget Carry Forward	2021 Carry Forward Amounts	Difference between Actual and Budget Amount	Actual - Project Expenses July 31, 2022	Utility (Water) Avail for Capital	Utility Available for Capital Reserve	Tax Available for Capital Reserve	Transfer From General Reserves	Transfer From Other Reserves	2022 Operating Budget	Debenture / Local Improvement	Grants - MSI \$649,945	Grants - FGT (\$356,384)	Grants - BMTG - 2022 Budget \$0.00 (\$60 per cap x 5952)	Other	Total		
<b>2021 Carry Forward - Operational Projects (non TCA)</b>																			
Planning	2-61-02-00-06-239	SE ASP	\$23,922.39	\$23,922.39	\$30,050.73					\$23,922.39	Planning - SE ASP								\$23,922.39
Lagoon	6-42-01-10-12-610	Lagoon upgrade (legal)	\$1,708.50	\$1,708.50	\$68,846.25				\$1,708.50										\$1,708.50
parks	2-77-05-00-02-239	Parks - West Stettler Park - Imp (2019 Strategic Plan) - Allan - January 6, 2020 - carry forward balance - \$25,000 - 2020 Power & Water Feature - 2021 Carry Forward \$50,000 to 2022 - Greg - January 6, 2022	\$50,000.00	\$50,000.00				\$50,000.00											\$50,000.00
Op-storm	2-77-05-00-02-239	Concept planning for West Stettler Park - Phase 2 - no planning in 2021 - Carry Forward \$50,000 to 2022 - Melissa Jan 7, 2022	\$50,000.00	\$50,000				\$46,253.07		\$3,746.93	West Stettler Planning Reserve								\$50,000.00
<b>2021 Carry Forward - Operational Projects (non TCA)</b>			\$125,630.89	\$125,630.89	\$0.00	\$98,896.98	\$0.00	\$0.00	\$96,253.07	\$1,708.50	\$27,669.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$125,630.89
<b>2021 Carry Forward - Capital Projects (TCA)</b>																			
2020 MSP	6-32-21-10-23-610	MSP - Type 4 Intersection (Hwy 12 at 80st-south side only) - Carry Forward Balance to 2022 - Melissa January 7, 2022 (\$842,611.75-\$442,526.24 = \$400,085.51 carry forward	\$400,085.51	\$400,085.51	\$111,141.71					\$283,651.66	Municipal Operating Support Transfer MOST - \$198,718.75 Land Development - \$84,932.91			\$116,433.85					\$400,085.51
FIRE	6-23-00-00-30-630	2 way radio system replacement AFRRCS (Alberta 1st Responder Communication System) in 2021 - Tender in Dec 2021 - Carry Forward Balance (\$180,450) to 2022 for tender approval - Mark - January 7, 2022	\$180,450.00	\$180,450			\$60,150.00			\$120,300.00	Fire Capital Reserve								\$180,450.00
FIRE	6-23-00-00-33-630	38' 3 Storey drill tower - firefighter training - Carry Forward Balance to complete in 2022 (\$165,000 - \$151,863.08 = \$13,136.96) - Mark, January 7, 2022	\$13,136.96	\$13,136.96	\$108,540.98			\$6,568.48									\$6,568.48	County	\$13,136.96
Op	6-41-11-10-15-610	Mainstreet streetscape (48-49ave includes watermain and services) - Carry Forward \$40,000 - Melissa - January 7, 2022	\$40,000.00	\$40,000	\$1,200.40									\$40,000.00					\$40,000.00
Water	6-41-14-10-01-610	Water Reservoir Exterior and Insulation - 2018 Carry Forward - (Melissa - December 20) - (Melissa Dec 30/19 - carry forward balance - \$50,000 - 0 = \$50,000) - (Melissa January 4, 2021 - carry forward balance \$50,000 - Carry Forward \$50,000 to 2022 - Melissa January 7, 2022	\$50,000.00	\$50,000.00			\$10,000.00			\$40,000.00	Water Reservoir Coat								\$50,000.00
Water	6-41-11-10-12-610 (CAP13555)	Watermain replacement east of 44th street between 49-50ave - project delayed due to supply issues and telus line - Carry Forward Balance (\$280,000-\$24,656.34 = \$255,353.66 - Melissa - January 7, 2022	\$255,353.66	\$255,353.66	\$149,986.54									\$255,353.66					\$255,353.66
Water	6-41-11-30-02-630	Water meter data collection upgrade - Carry Forward Balance (\$35,000-\$4437.50 = \$30,562.50 - Melissa January 10, 2022	\$30,562.50	\$30,562.50			\$30,562.50												\$30,562.50
Sanitary	6-42-00-00-12-610 (CAP13557)	Lift station upgrades (2021) - Carry Forward \$300,000 - Melissa Jan 10, 2022	\$300,000.00	\$300,000	\$2,235.60								\$300,000.00						\$300,000.00
WTP	6-41-04-10-00-610	Pig vault rehab - Carry Forward \$175,000	\$175,000.00	\$175,000		\$175,000.00													\$175,000.00
WTP	6-41-01-00-21-610	Low lift valve automatic actuators - Carry Forward balance - \$100,000-\$53,625.12 = \$46,374.88	\$46,374.88	\$46,374.88	-\$13,770.00					\$46,374.88	WTP = Small Capital Reserve								\$46,374.88
Op	6-32-21-10-14-610	"Okoppe" Parking Lot Upgrade (50th Avenue / 49th Street) - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$44,715.19 (\$60,000 - \$15,284.81) - January 10, 2022 - Melissa - carry forward balance - \$44,715.19-\$16,699.57 = \$28,015.62	\$28,015.62	\$28,015.62				\$28,015.62											\$28,015.62
Sewer	6-42-00-10-05-610	Lift station pump upgrades (2020) - 2020 Carry Forward - Melissa Jan 4, 2021 - carry forward balance - \$299,242.50 (\$300,000-\$757.50) - January 10, 2022 - Melissa - Carry forward balance - \$299,242.50	\$299,242.50	\$299,242.50	\$12,033.07									\$299,242.50					\$299,242.50
	6-41-14-20-01-620 - CAP-11503	Water Reservoir Pump Upgrades - (Melissa Dec 30/19 - carry forward balance - \$150,000 - \$210.00 = \$149,790) - Melissa January 4, 2021 carry forward balance - \$149,490 (\$149,700 - \$210) - January 10, 2022 - Carry forward balance - Melissa - \$149,490	\$149,490.00	\$149,490.00										\$149,490.00					\$149,490.00

6-56-00-60-01-660	2021 Capital Budget Addition - Columbarium - Paid 1/2 in 2021 Balance due on delivery (\$18,666c - \$9,333.20 = \$9,332.80 - Allan - January 7, 2022	\$9,333.20	\$9,333.20	\$0.00	\$9,333.20			\$9,333.20											\$9,333.20
																			\$0.00
<b>2021 Carry Forward - Capital Projects (TCA)</b>		\$1,977,044.83	\$1,977,044.83	\$0.00	\$380,701.50	\$175,000.00	\$100,712.50	\$43,917.30	\$0.00	\$490,326.54	\$0.00	\$0.00	\$0.00	\$704,843.66	\$455,676.35	\$0.00	\$6,568.48	\$0.00	\$1,977,044.83
<b>2021 Total Carry Forwards</b>		\$2,102,675.72	\$2,102,675.72	-\$148,769.47	\$1,459,421.82	\$175,000.00	\$100,712.50	\$140,170.37	\$1,708.50	\$517,995.86		\$0.00	\$0.00	\$704,843.66	\$455,676.35	\$0.00	\$6,568.48	\$0.00	\$2,102,675.72
<b>2022 Total Capital Budget (including Carry Forwards)</b>		\$7,719,002.25	\$7,867,771.72		18.55%	\$420,000.00	\$839,712.50	\$664,786.39	\$445,970.50	\$607,995.86		\$125,000.00	\$0.00	\$1,958,980.87	\$1,228,214.03	\$137,709.09	\$1,439,402.48		0.00
<b>2022 Total Capital Budget Difference From Budget to Actual</b>			-\$148,769.47					\$1,924,498.89		\$1,053,966.36		Total Grants Available		\$1,958,980.87	\$1,228,214.03	\$137,709.09			2,102,675.72
								Total Reserves		\$2,978,465.25		Balance - December 31, 2022		\$0.00	\$0.00	\$0.00			

**TOWN OF STETTLER**  
**BANK RECONCILIATION for Vision Credit Union**  
**AS OF July 31, 2022**

Net Balance at End of Previous Month	\$	5,064,672.22
ADD: General Receipts (summarized below)		9,316,565.03
Interest Earned (Prime 4.70% less 1.60% = 2.10%)		15,771.90
Investments Matured		-
SUBTOTAL		14,397,009.15
LESS: General Disbursements		1,778,805.43
Payroll		472,678.09
Investments		-
Debenture Payments		-
Returned Cheques		1,452.40
Bank Charges		75.00
SUBTOTAL		2,253,010.92
<b>NET BALANCE AT END OF CURRENT MONTH (General Ledger)</b>	<b>\$</b>	<b>12,143,998.23</b>
Balance at End of Month - Bank		12,772,194.96
ADD: Outstanding Deposits		13,301.67
LESS: Outstanding Cheques		641,498.40
<b>NET BALANCE AT END OF CURRENT MONTH (Bank)</b>	<b>\$</b>	<b>12,143,998.23</b>
<b>TOTAL CASH ON HAND AND ON DEPOSIT</b>	<b>\$</b>	<b>12,143,998.23</b>

THIS STATEMENT SUBMITTED TO COUNCIL THIS 16th DAY OF August, 2022

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
ASSISTANT CAO

	A	B	C
2	<b>GENERAL RECEIPTS SUMMARY</b>		
3	Tax	AR	244,622
4	Utility	AR	67,281
5	Town of Stettler	Transfer from TD	9,000,000
6	Other		4,662
7		Total	9,316,565

**TO:** Town of Stettler Council

**DATE:** 2022 08 02

**FROM:** Greg Switenky  
CAO

## **CHIEF ADMINISTRATIVE OFFICER'S REPORT – JUNE 2022**

### **ADMINISTRATION – CAO – GREG SWITENKY**

Report to be presented at a later date.

### **ADMINISTRATION – ASSISTANT CAO – STEVEN GERLITZ**

1. Meetings attended included: Council, Staff, Box Clever website mapping, Clean Energy Improvement Program, Communities in Bloom

2. Projects worked on included:

- Clean Energy Improvement Program – Bylaw and Municipal Agreement
- Website Interactive Mapping tool – from Economic Development Conference
- 2023 Interim Budget
- 2022 Operating Budget (Revenue / Expense summary) – June 30, 2022
- 2022 Capital Budget summary – June 30, 2022
- 2022 Reserves – June 30, 2022
- 2022 Federal / Provincial Grants update – June 30, 2022
- 2022 Regional Water Summary – June 30, 2022
- Garbage and Recycling Inquiries – municipal inquiries
- Council Agenda prep
- Council / Committee of the Whole Minutes
- AP Invoices and sign checks
- Ratepayer issues and concerns

### **DIRECTOR OF OPERATIONS – MELISSA ROBBINS**

Meetings attended: Safety Day Planning, Department Head, Town Council, Communities in Bloom, Insurance claim for Backhoe theft,

Projects:

- AB Environment Receiving Water Body Study Request for extension
- Industrial parcel drainage concerns
- Car Club event at Airport
- Sidewalk Replacement Tender Award
- Stettler Triathlon road closure notifications
- Hosted Safety Day with committee members
- 53 Street Water Replacement construction continues
- 44 Street Back Alley Watermain replacement construction continues
- Midtown servicing continues
- 44 Ave Road Rehab Phase 3 construction completed
- Lift Station-Water Reservoir Pump Upgrades
- Water Reservoir Painting Tender Award

- Sidewalk Replacement Tender

**TRANSPORTATION – SARAH MCCRINDLE**

- Sweeper out for Canada fire works
- Cremations and graves as needed
- Open and close columbarium for funeral
- Swept streets
- Line painting
- Took bricks over to the hospital
- Traffic light inspection
- Took down the bill board in the boulevard by Smitty's
- Alley grading
- Fixed manholes on 44ave by the arena
- Cleaned catch basins after the rain
- Dug a ditch to drain the water from the Parkdale outdoor rink
- Contractor moved in and screened black dirt in the shop yard
- Dug a ditch in West Stettler to help water drain by the new berms we built in the winter
- Hauled dirt for parks
- Hauled mulch for parks
- Pulled a bench in West Stettler for parks
- Worked on the compost at the transfer site
- Landscaping at the firehall for a week
- Picked up barricades from the new service road when the painting was done
- Swept Airport after the shoot out
- Hauled extra material from the yard to the regional dump
- Helped water department with clean up in the back of the shop yard
- Asphalt patching
- Dealt with the police on the theft of the backhoe
- Attended safety day

**DIRECTOR OF PLANNING & DEVELOPMENT – LEANN GRAHAM**

1. Building Permit Activity to Date

	<b>2021 Permits to June 30, 2021</b>	<b>2022 Permits to June 30, 2022</b>
<b>Institutional</b>	\$2,868,560.00	\$479,000.00
<b>Industrial</b>	\$0.00	\$1,100,000.00
<b>Commercial</b>	\$166,900.00	\$410,889.62
<b>Residential</b>	\$2,600,885.00	\$862,835.00
<b>Total</b>	<b>\$6,349,545.00</b>	<b>\$2,852,724.62</b>

2. Projects:

- Master Servicing Study and Off-site Levies
- Floodway Matters

- IDP & SE ASP
- Mid Town Estates Development
- Wellings Development
- Economic Development Committee Initiative
- Corporate Identity Initiatives
- North West ASP
- Community Builders
- Internal Meeting Room
- Safety Day
- CAO and Administrative Matters
- AE Kennedy Maintenance
- Bylaw Property Inspections and Enforcement
- Planning & Development Inquiries

### 3. Meetings:

- Safety Day meetings
- JHSC Meeting
- IDP & SE ASP Meetings
- MPC Meetings
- Internal Meeting Room
- Compliance Property Meetings
- Bylaw Inspection Meetings
- Development Inquiry Meetings
- Council and Committee Meetings
- Staff and Department Head

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

### **Meetings:**

- Heartland beautification
- Morning staff meetings
- Joint health and safety
- Arena connect
- After council
- Safety day

### **Projects:**

- Canada day
- Tree pruning
- Music in the park
- Girls Provincials
- Boys Provincials
- Line painting
- Block parties

- Planting memories in West Stettler park
- Memorial bench
- Communities in Bloom judging
- Regular mowing and weed eating
- Weed control
- Till unused plots in community gardens
- Ice plant start-up and ice making

Wow summer is flying by!

Safety day was a lot of fun and I think everyone enjoyed it and got something out of it. Great job to all of those who put that together and participated. Stay safe and enjoy what is left of summer.

### **WATER TREATMENT PLANT SUPERVISOR – CHRIS SAUNDERS**

1. Continued cleaning the micro filters using the new acids and cleaning regimen. We seemed to have had some good success in getting the membrane flows back.
2. The AMC was serviced by Hach. Hach did not have all of the parts to complete the servicing. The AMC is out of service at this time and waiting for parts.
3. The raw water reservoir manhole level float switch was replaced by Bagshaw Electric.
4. The waste ponds were lowered so that the knife gate maintenance could be completed.
5. The plant raw water was switched over to the river as there were an over abundance of aquatic bugs in the reservoir that were plugging off the micro filter pre screens as well as the micro filters themselves. With the plugging we were unable to maintain the treated water flows needed.
6. Algae samples were taken and sent off to the Biologica Lab in Victoria. The report showed that there were no detrimental algae counts in the reservoir as we had been feeding Polydex algicide since the beginning of the season.
7. High Lift pump 4101 will not run. Bagshaw electric investigated and believes that the motor has a bad winding. They checked the VFD but it was not under load and will recheck it under load to rule out VFD troubles before we remove the motor and send away for repairs.
8. The Micro Filter Excess Recirc line had an elbow blow out during the night. There were no alarms that night. Upon arrival the water was flowing out onto the floor on the old building side where the ruptured elbow was discovered. When operators went into the micro filter building the operators noticed that the water had somehow found it's way into the caustic and acid tank containments. The caustic tank level was low and so the tank floated off its base. Lines were broken and the caustic and acid transfer pumps and electric actuated isolation valves were all flooded.

The containment areas were pumped out and Action Plumbing was called in to complete repairs on the broken recirc line as well as the repairs to the caustic tank lines. It was noticed that the PVC recirc line elbow had not been glued properly from the time of construction as it practically slid off the piping to make way for the new elbow. This may have been the partial cause of the elbow rupturing. The whole cause of the rupture has not been ascertained.

We are still waiting on new actuators for the caustic and acid transfer pump isolation valves. Shane Menard from Quality Controls has them on order.

We are ordering in totes of 50% sodium hydroxide while the bulk tank is waiting for the final repairs.



The pumps were all taken apart and aloud to dry out thoroughly and we are hoping that they will be able to run okay.

9. Routine monthly maintenance carried out.

**WATER – GRANT MCQUAY**

Report to be presented at a later date.

**REGIONAL FIRE CHIEF – MARK DENNIS**

Report to be presented at a later date.



Greg Switenky  
CAO

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0004971	EFT0004983
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount									
Barnes, Roger	EFT0004971	2022-08-09	\$25.00									
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>-----</td> <td>-----</td> <td>-----</td> </tr> <tr> <td>SRC Aug Phone Allowance</td> <td>2022.08.01</td> <td>\$25.00</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	-----	-----	-----	SRC Aug Phone Allowance	2022.08.01	\$25.00
Invoice Description	Invoice Number	Invoice Amount										
-----	-----	-----										
SRC Aug Phone Allowance	2022.08.01	\$25.00										
Dahl, Steven	EFT0004972	2022-08-09	\$50.00									
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>-----</td> <td>-----</td> <td>-----</td> </tr> <tr> <td>Shop Aug Tool Allowance</td> <td>2022.08.01</td> <td>\$50.00</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	-----	-----	-----	Shop Aug Tool Allowance	2022.08.01	\$50.00
Invoice Description	Invoice Number	Invoice Amount										
-----	-----	-----										
Shop Aug Tool Allowance	2022.08.01	\$50.00										
Dodd, Sonia	EFT0004973	2022-08-09	\$125.00									
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>-----</td> <td>-----</td> <td>-----</td> </tr> <tr> <td>Admin/Pool Aug Phone/Travel</td> <td>2022.08.01</td> <td>\$125.00</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	-----	-----	-----	Admin/Pool Aug Phone/Travel	2022.08.01	\$125.00
Invoice Description	Invoice Number	Invoice Amount										
-----	-----	-----										
Admin/Pool Aug Phone/Travel	2022.08.01	\$125.00										
Dolan, Lori	EFT0004974	2022-08-09	\$25.00									
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>-----</td> <td>-----</td> <td>-----</td> </tr> <tr> <td>Pool Aug Phone Allowance</td> <td>2022.08.01</td> <td>\$25.00</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	-----	-----	-----	Pool Aug Phone Allowance	2022.08.01	\$25.00
Invoice Description	Invoice Number	Invoice Amount										
-----	-----	-----										
Pool Aug Phone Allowance	2022.08.01	\$25.00										
Gerlitz, Steven	EFT0004975	2022-08-09	\$100.00									
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>-----</td> <td>-----</td> <td>-----</td> </tr> <tr> <td>Admin/Office Aug Phone/Travel</td> <td>2022.08.01</td> <td>\$100.00</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	-----	-----	-----	Admin/Office Aug Phone/Travel	2022.08.01	\$100.00
Invoice Description	Invoice Number	Invoice Amount										
-----	-----	-----										
Admin/Office Aug Phone/Travel	2022.08.01	\$100.00										
Graham, Leann	EFT0004976	2022-08-09	\$175.00									
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>-----</td> <td>-----</td> <td>-----</td> </tr> <tr> <td>P&amp;D Aug Phone &amp; Travel Allowan</td> <td>2022.08.01</td> <td>\$175.00</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	-----	-----	-----	P&D Aug Phone & Travel Allowan	2022.08.01	\$175.00
Invoice Description	Invoice Number	Invoice Amount										
-----	-----	-----										
P&D Aug Phone & Travel Allowan	2022.08.01	\$175.00										
Howe, Graham	EFT0004977	2022-08-09	\$25.00									
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>-----</td> <td>-----</td> <td>-----</td> </tr> <tr> <td>SRC/Cemetery Aug Phone Allowan</td> <td>2022.08.01</td> <td>\$25.00</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	-----	-----	-----	SRC/Cemetery Aug Phone Allowan	2022.08.01	\$25.00
Invoice Description	Invoice Number	Invoice Amount										
-----	-----	-----										
SRC/Cemetery Aug Phone Allowan	2022.08.01	\$25.00										
Leckie, Neil	EFT0004978	2022-08-09	\$25.00									
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>-----</td> <td>-----</td> <td>-----</td> </tr> <tr> <td>Pool Aug Phone Allowance</td> <td>2022.08.01</td> <td>\$25.00</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	-----	-----	-----	Pool Aug Phone Allowance	2022.08.01	\$25.00
Invoice Description	Invoice Number	Invoice Amount										
-----	-----	-----										
Pool Aug Phone Allowance	2022.08.01	\$25.00										
QM Contracting	EFT0004979	2022-08-09	\$1,575.00									
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>-----</td> <td>-----</td> <td>-----</td> </tr> <tr> <td>Water Jul Water Meter Reader</td> <td>931400</td> <td>\$1,575.00</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	-----	-----	-----	Water Jul Water Meter Reader	931400	\$1,575.00
Invoice Description	Invoice Number	Invoice Amount										
-----	-----	-----										
Water Jul Water Meter Reader	931400	\$1,575.00										
Robbins, Brad	EFT0004980	2022-08-09	\$100.00									
<table border="0"> <tr> <td>Invoice Description</td> <td>Invoice Number</td> <td>Invoice Amount</td> </tr> <tr> <td>-----</td> <td>-----</td> <td>-----</td> </tr> </table>				Invoice Description	Invoice Number	Invoice Amount	-----	-----	-----			
Invoice Description	Invoice Number	Invoice Amount										
-----	-----	-----										

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
P&L Aug Travel Allowance		2022.08.01	\$100.00
===== Standage, Maddie	EFT0004981	2022-08-09	\$150.00
Invoice Description	Invoice Number	Invoice Amount	
P&D Aug Travel Allowance	2022.08.01	\$150.00	
===== Switenky, Greg	EFT0004982	2022-08-09	\$370.00
Invoice Description	Invoice Number	Invoice Amount	
Admin/Office Aug Phone/Travel	2022.08.01	\$370.00	
===== Wally's Backhoe Services Ltd.	EFT0004983	2022-08-09	\$225,609.99
Invoice Description	Invoice Number	Invoice Amount	
TS104 Hwy 12 Intersection	PPC#4 TS104	\$225,609.99	
	Total Cheques		===== \$228,354.99 =====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	GENERAL
Vendor Name	First	Last	Cheque Number	76177
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Town of Stettler	76177	2022-07-22	\$9,000,000.00

Invoice Description	Invoice Number	Invoice Amount
Transfer Money from TD to CU	2022.07.20	\$9,000,000.00
	Total Cheques	\$9,000,000.00

# BYLAW 2151-22

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## A BYLAW OF THE TOWN OF STETTLER, IN THE PROVINCE OF ALBERTA, TO ESTABLISH A REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE AND AGENCY

**WHEREAS** the Council of the Town of Stettler is responsible for the direction and control of its emergency response and is required, under the *Emergency Management Act, Revised Statutes of Alberta 2000, Chapter E-6.8*, to appoint an Emergency Management Advisory Committee and to establish and maintain a Municipal Emergency Management Agency;

**AND WHEREAS** it is desirable in the public interest, and in the interests of public safety, that such a regional committee be appointed and such a regional agency be established and maintained to carry out Council's statutory powers and obligations under the said *Emergency Management Act*;

**AND WHEREAS** the municipalities of Big Valley, Donalda, The Summer Village of Rochon Sands, The Summer Village of White Sands, Town of Stettler, and the County of Stettler No. 6 wish to establish a Regional Emergency Management Advisory Committee and a Regional Emergency Management Agency;

**NOW THEREFORE** the Council of the Town of Stettler, in the Province of Alberta, duly assembled, wishes to enact the following:

### 1. TITLE

- 1.1. This Bylaw may be referred to as the "Regional Emergency Management Bylaw".

### 2. INTERPRETATION

- 2.1. In this Bylaw, including this Section, unless the contrary context otherwise requires:
  - 2.1.1. "**Act**" means the *Emergency Management Act, R.S.A 2000, Chapter E-6.8*, amendments thereto, including provincial regulations such as the Local Authority Emergency Management Regulation 203/2018 and amendments thereto.
  - 2.1.2. "**Chief Administrative Officer**" or "**CAO**" means the Chief Administrative Officer of the Town of Stettler or their delegate.
  - 2.1.3. "**Council**" means the Council of the Town of Stettler.
  - 2.1.4. "**Deputy Director of Emergency Management**" (**DDEM**) means the person(s) appointed by resolution of Council who are responsible for the duties of the Director of Emergency Management in their absence.
  - 2.1.5. "**Director of Emergency Management**" (**DEM**) means the person appointed by resolution of Council who shall be responsible for the municipalities' Emergency Management Program as contained in Section 9 of the Bylaw.
  - 2.1.6. "**Disaster**" means an event that results in serious harm to the safety, health, or welfare of people, or in widespread damage to property.
  - 2.1.7. "**Emergency**" means an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health, or welfare of people or to limit damage to property.
  - 2.1.8. "**Emergency Management Advisory Committee**" means the Stettler Regional Emergency Management Advisory Committee as established by Agreement between and the bylaws of the parties hereto. The Emergency Management Advisory Committee shall consist of Councillors appointed by the parties hereto.
  - 2.1.9. "**Local Authority**" means, where a municipality has a Council within the meaning of the *Municipal Government Act*, that council.
  - 2.1.10. "**Minister**" means the Minister charged with administration of the Act.
  - 2.1.11. "**Regional Emergency Management Agency**" means the Stettler Regional Emergency Management Agency (SREMA) as established by agreement and the bylaws of the parties hereto.

- 2.1.12. **“Regional Director of Emergency Management” (RDEM)** means the person appointed by the Emergency Management Advisory committee to act as the Regional Emergency Coordinator. The Regional Director of Emergency Management is delegated with the responsibility for program administration, planning, preparedness, and mitigation on behalf of the Committee and Director(s) of Emergency Management; who shall facilitate coordination of planning for and response to regional or intermunicipal disasters or emergencies.
- 2.1.13. **“Regional Emergency Plan”** means the Stettler Regional Emergency Management Plan prepared by the Directors of Emergency Management to coordinate responses to an emergency or disaster based on the Incident Command System for command and control.

### **3. ADVISORY COMMITTEE AND AGENCY**

- 3.1. There is hereby established, a Regional Emergency Management Advisory Committee to advise Council on the development of emergency plans and programs and to provide direction to the Regional Emergency Management Agency with regard to planning priorities, policy issues and budget.
- 3.2. There is hereby established, a Regional Emergency Management Agency responsible for administering the Emergency Management Program on behalf of the Town of Stettler and the partner municipalities within the Stettler Region. The Regional Emergency Management Agency is authorized to act as the agent of Council to carry out its statutory powers and obligations under the Act, the Regulation, and this bylaw.

### **4. Council Responsibilities:**

- 4.1. By resolution, appoint two of its members to serve on the Regional Emergency Management Advisory Committee and at least one member as an alternate;
- 4.2. Provide for the payment of expenses of its member(s) of the Regional Emergency Management Advisory Committee;
- 4.3. By resolution, in cooperation and coordination with the Regional Emergency Management Advisory Committee, appoint a Director of Emergency Management and Deputy Director of Emergency Management;
- 4.4. Ensure that emergency plans and programs are prepared under Section 11.2(2) of the Act to address potential emergencies or disasters in the Town of Stettler.
- 4.5. By Bylaw, borrow, levy, appropriate and expend, without the consent of the electors, all sums required for the operation of the Regional Emergency Management Agency; and
- 4.6. Enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid plans and programs.

### **5. Council Delegation:**

Council hereby delegates to the Regional Emergency Management Advisory Committee the local authority’s power and duties to:

- 5.1. Approve the Regional Emergency Plans and Programs as they relate to the Town of Stettler; and
- 5.2. Enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs;
- 5.3. Declare, renew or terminate a State of Local Emergency in accordance with the Act and this bylaw;
- 5.4. Exercise any power under the Act and this bylaw in relation to the part of the municipality affected by a declaration of a State of Local Emergency; and
- 5.5. Authorize any persons at any time to exercise, in the operation of an emergency plan or program, any power under the Act and this bylaw in relation to the part of the municipality affected by a declaration of a State of Local Emergency.

## **6. REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE RESPONSIBILITIES**

The Regional Emergency Management Advisory Committee shall:

- 6.1. Meet to review and approve the Emergency Management Plan and related plans and programs on a regular basis, but at a minimum once per year, to ensure that the Town of Stettler is prepared to address any potential Emergency or Disaster;
- 6.2. Advise Council, duly assembled, on the status of the Regional Emergency Plan and related plans and programs upon request from Council;
- 6.3. Provide guidance and direction to Council and the Agency, both during an Emergency or Disaster and when these events are not occurring;
- 6.4. Approve the annual operating budget for the Regional Emergency Management Agency, subject to coordination with the Town of Stettler's budget approval process;
- 6.5. Adopt policies as required for the effective and efficient operation of the Regional Emergency Management Agency; and
- 6.6. Provide input for Hazard Identification Risk Assessments as required;
- 6.7. Meet at least (1) time per year as scheduled. The Regional Director of Emergency Management or any of the Directors of Emergency Management will be the meeting chairperson and quorum will consist of committee members or alternates from at least four (4) of the member municipalities and motions will be carried by a simple majority of the committee members present.
- 6.8. Be declared through this Bylaw to have delegated all powers and duties that are provided to the local authority under the Act.
- 6.9. The command, control and coordination system prescribed by the Managing Director of Alberta Emergency Management Agency will be utilized by the Regional Emergency Management Agency.

## **7. REGIONAL EMERGENCY MANAGEMENT AGENCY COMPOSITION**

The Regional Emergency Management Agency shall be comprised of the following persons:

- 7.1. The Regional Director of Emergency Management;
- 7.2. The Chief Administrative Officers of each municipality which is a member of the Partnership Agreement;
- 7.3. The Directors of Emergency Management of each municipality which is a member of the Partnership Agreement.
- 7.4. The Deputy Directors of Emergency Management of each municipality which is a member of the Partnership Agreement;
- 7.5. Designated management and other staff identified for various emergency roles.
- 7.6. In addition, the Agency may request that the following persons join or advise the Committee for each period of time that the Agency deems appropriate:
  - 7.6.1. Health Agencies;
  - 7.6.2. Fire Chiefs or designates;
  - 7.6.3. Emergency Social Services Manager or designate;
  - 7.6.4. Stettler and District Family and Community Support Services;
  - 7.6.5. County of Stettler Housing Authority;
  - 7.6.6. Local RCMP Detachment or designate;
  - 7.6.7. Public Information Officers or designate;
  - 7.6.8. Public Works Directors or designates;
  - 7.6.9. School Board trustees, area school division or designate;
  - 7.6.10. Representative(s) from adjacent municipalities which have entered into the Regional Emergency Management Agency;
  - 7.6.11. Representative(s) from an Alberta Ministry;
  - 7.6.12. Representative(s) from local businesses;
  - 7.6.13. Representative(s) from local industry or industrial associations;
  - 7.6.14. Representative(s) from local utility companies and coops;
  - 7.6.15. Anyone else who might serve a useful purpose in the preparation or implementation of the Regional Emergency Plan.

## **8. REGIONAL EMERGENCY MANAGEMENT AGENCIES RESPONSIBILITIES**

The Regional Emergency Management Agency is hereby established to act as Council's agent in exercising the powers and duties under the Act, and is responsible for the implementation and administration of the Emergency Management Plan, subject to any such powers and duties delegated under this bylaw to the Committee:

- 8.1. To report on its activities at each Regional Emergency Management Advisory Committee meeting, and to include any observations from the agency's review of the emergency plan;
- 8.2. To utilize the command, control and coordination system as prescribed by the Managing Director of the Alberta Emergency Management Agency under the Act;
- 8.3. To track training and exercises to support preparedness, response and recovery activities;
- 8.4. To support and assist the DEM in the implementation and co-ordination of the emergency response pursuant to the Emergency Management Plan;
- 8.5. To, at least once a year, provide the Committee with an update on the activities of the Agency;
- 8.6. To, at least once a year, review the Emergency Management Plan;
- 8.7. To, at least once a year, provide the Committee with an update on the Agency's review of the Emergency Management Plan;
- 8.8. To annually make the Emergency Management Plan available to the Alberta Emergency Management Agency for review and comment;
- 8.9. To produce relevant reports for presentation to all of Council and the public;
- 8.10. To represent all municipalities identified in this Bylaw.

## **9. DIRECTOR OF EMERGENCY MANAGEMENT**

- 9.1. The Director of Emergency Management on behalf of the Emergency Management Agency shall:
  - 9.1.1. Prepare, review and coordinate the Regional Emergency Plan and related plans and programs for the Town of Stettler in accordance with the Act;
  - 9.1.2. Act as director of the Emergency Coordination Centre or Incident Command Post, or ensure that someone is designated under the Regional Emergency Plan to so act, on behalf of the Regional Emergency Management Agency;
  - 9.1.3. Coordinate all emergency services and other resources used in an emergency or disaster; and
  - 9.1.4. Ensure that someone is designated to discharge the responsibilities specified in Sections 9.1.1., 9.1.2. and 9.1.3. above.

## **10. STATE OF LOCAL EMERGENCY**

- 10.1. In the event of an Emergency entirely within the boundaries of, or only affecting, the Town of Stettler, the authority and powers to declare, renew, or terminate a state of local emergency under the Act are hereby delegated to a committee of the Town of Stettler comprised of the Mayor and 1 other Member of Council, or in their absence, a combination of any two (2) Members of Council. This committee may, at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a state of local emergency.
- 10.2. In the event of an Emergency within or affecting more than one municipality within the Stettler Emergency Management Region, the authority and power to declare, renew, or terminate a state of local emergency under the Act are hereby delegated to a committee of two (2) Elected Officials within the region's municipalities, and strive to first have those members be from the affected municipalities, if at all possible. This committee may, at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a state of local emergency for the entire area affected. Whenever possible this resolution should be made by at least one member or alternate from each municipality affected.
- 10.3. When a state of local emergency is declared, the person or persons making the declaration shall:
  - 10.3.1. Ensure that the declaration identifies the nature of the emergency and the area in which it exists;



- 10.3.2. Communicate the declaration to the affected Council(s) and Local Authorities;
  - 10.3.3. Cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the area affected; and
  - 10.3.4. Forward a copy of the declaration to the Minister forthwith.
- 10.4. When a state of local emergency is declared, the Regional Emergency Management Agency may:
- 10.4.1. Cause the Regional Emergency Plan or any related plans or programs to be put into operation;
  - 10.4.2. acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;
  - 10.4.3. authorize or require any qualified person to render aid of a type the person is qualified to provide;
  - 10.4.4. control or prohibit travel to or from any area of the Town of Stettler;
  - 10.4.5. provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and coordinate emergency medical, welfare and other essential services in any part of the Town of Stettler;
  - 10.4.6. authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program;
  - 10.4.7. cause the demolition or removal of any trees, structures, or crops if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;
  - 10.4.8. procure or fix prices for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use of any property, services, resources, or equipment within the Town of Stettler for the duration of the state of local emergency;
  - 10.4.9. authorize the conscription of persons needed to meet an emergency; and
  - 10.4.10. authorize any person at any time to exercise, in the operation of the Regional Emergency Plan and related plans or programs, any power specified in sub-paragraphs (10.4.2.) through (10.4.10.) of this section in relation to any part of the municipality affected by a declaration of a state of local emergency, including as part of a Regional Emergency affecting more than one municipality for which a declaration of state of local emergency was made under section 10.1 or 10.2 hereof.
- 10.5. In accordance with Section 28 of the Act, no action lies against a local authority or a person acting under the local authority's direction or authorization for anything done or omitted to be done in good faith while carrying out a power of duty under this Act or the regulations during a state of local emergency.
- 10.6. In accordance with Section 532(2) of the *Municipal Government Act*, R.S.A 2000, c.M-26, councillors, council committee members, municipal officers and volunteer workers are not liable for loss or damage caused by anything said or done or omitted to be done in good faith in the performance or intended performance of their functions, duties or powers under the *Municipal Government Act* or any other enactment.
- 10.7. When, in the opinion of the delegated committee (S10.1 or S10.2) who have made a declaration or renewal of a state of local emergency, an emergency no longer exists in relation to which the declaration was made, the person or persons who made the declaration shall, by resolution, terminate the declaration.
- 10.8. A declaration of a state of local emergency is considered terminated or cancelled and ceases to be of any force or effect when:
- 10.8.1. A resolution is passed under Section 10.7;
  - 10.8.2. a period of seven days has lapsed since it was declared, unless it is renewed by resolution;

- 10.8.3. the Lieutenant Governor in Council makes an order for a state of local emergency under the Act, relating to the same area, which specifically cancels a state of local emergency; or
- 10.8.4. the Minister cancels the state of local emergency.
- 10.9. When a declaration of a state of local emergency has been terminated, the person or persons who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.

**11. MUTUAL AID, POLICIES, LEGAL**

- 11.1. The Emergency Management Advisory Committee is delegated the authority to enter into an Emergency Management Mutual Aid Agreement with another regional group or single municipality.
- 11.2. The Emergency Management Advisory Committee is delegated the authority to create policies relating to the emergency preparedness, mitigation, response, recovery and the effective and efficient operation of the Regional Emergency Management Agency.
- 11.3. Should any provision of this Bylaw become invalid, void, illegal or otherwise not enforceable, it shall be considered separate and severable from the Bylaw and the remainder shall remain in force and be binding as though such provision had not been invalid.
- 11.4. This bylaw shall come into force and take effect on the day of third and final reading thereof.

**12. COUNCILLOR AND EMPLOYEE TRAINING**

- 12.1. Councillors shall complete any courses prescribed by the Alberta Emergency Management Agency in accordance with the Act.
- 12.2. Any employee of the Town of Stettler who has been assigned responsibilities respecting the implementation of the Emergency Management Plan shall complete any courses prescribed by the Alberta Emergency Management Agency in Accordance with the Act.

**13. REPEAL**

- 13.1. **Bylaw No. 2122-19** and all amendments thereto are hereby rescinded.

**READ A FIRST TIME** THIS \_\_, day of \_\_, 2022 A.D. on a motion of \_\_\_\_\_

**READ A SECOND TIME** THIS \_\_, day of \_\_, 2022 A.D. on a motion of \_\_\_\_\_

**READ A THIRD TIME** THIS \_\_, day of \_\_, 2022 A.D. on a motion of \_\_\_\_\_

**DATED THIS** \_\_day of \_\_, 2022 A.D.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

# The future of policing in Alberta

August 03, 2022 [Media inquiries](#)

Albertans can learn about what the future of provincial policing may look like through a new website.

The [futureofABpolicing.ca](#) site provides the public with information about the opportunities a new provincial police service could bring, including improved civilian oversight, more front-line police officers and better service levels across the province.

“Albertans have told us they want more details about the potential benefits of a provincial police service. As all levels of governments across the country review their policing models, Albertans need to have all the information available to ensure they lead this national discussion and make sure the future of policing in the province meets their needs.”

*Tyler Shandro, Minister of Justice and Solicitor General*

While no decisions have been made on proceeding with an Alberta police service, the government is doing the due diligence it promised by going directly to Albertans to talk about this public safety topic.

## Municipal and First Nations police services

Currently, a number of municipalities and First Nations have their own police services and others are exploring the possibility of setting up their own. Alberta’s government supports this work and has [established a grant](#) to support municipalities and First Nations as they explore the possibility of forming their own police service.

In addition to increasing the number of officers in rural areas, transitioning to a provincial police service would improve governance and give municipalities more say in setting their own policing priorities. This model would also provide greater coverage, reduce response times and lower case loads per officer.

## Quick facts

- Alberta hired PwC Canada in October 2020 to study the feasibility of transitioning to a provincial police service.

- Their report found many opportunities associated with this transition and offered options for how a future provincial police service would look.
- Under the current RCMP contract, policing is the same for all eight provinces, three territories and several municipalities that use these services and provides little opportunity for local input to meet their needs.
- The federal government has indicated that there are sustainability issues across the whole of the RCMP. The prime minister recently directed Public Safety Canada to conduct a review of RCMP contract policing.
- Several provinces and municipalities that currently use RCMP contract policing are considering alternative policing models.

## Related information

- [futureofABpolicing.ca](http://futureofABpolicing.ca)
- [APPS transition study final report](#)

## Related news

- [New grant for Indigenous and municipal communities](#) (Jun 23, 2022)

## Media inquiries

### Joseph Dow

780-983-8714  
Press secretary, Justice and Solicitor General

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Dear Mayor/Reeve and Council,

Over the past months I have been meeting with municipal leaders regarding the provincial government exploration of an Alberta police service. I heard loud and clear that Albertans want to be provided with more information on this topic. To meet this need, we have launched a website [www.futureofABpolicing.ca](http://www.futureofABpolicing.ca).

I encourage all municipal leaders to visit the website and learn more about how Alberta is part of a growing national conversation on the future of RCMP contract policing, (see <https://www.futureofABpolicing.ca/canadian-context> for the details).

No decisions have been made on whether Alberta will transition to an Alberta provincial police, and Alberta's government is continuing to listen to a wide variety of viewpoints on this topic.

Warm Regards,

**On behalf of Honourable Tyler Shandro  
Minister of Justice and Solicitor General**

204 Legislature Building  
10800 - 97 Avenue, Edmonton AB T5K 2B6  
Phone (780)-427-2339  
[ministryofjustice@gov.ab.ca](mailto:ministryofjustice@gov.ab.ca)



Classification: Protected A

## New grant for Indigenous and municipal communities

Alberta government's new Community Policing Grant will help Indigenous and municipal communities develop a business case for their own stand-alone police service or a regional equivalent.

### On this page:

- [Quick facts](#)
- [Multimedia](#)

#### Expanding Indigenous police services – June 23, 2022



The Community Policing Grant will offer up to \$30,000 to Indigenous and municipal communities to assist in preparing a business case outlining local needs, capital requirements and transition considerations.

This grant formalizes funding that government provided in the past but makes it more accessible to all municipalities and Indigenous communities. In 2018, a separate, one-time grant for about the same amount was provided to a First Nation that developed and submitted a business case the Alberta government is now reviewing.

“Communities in Alberta should be served by police services that have a deep-rooted understanding of the surrounding land and people. If Indigenous communities in the province feel they would be better served by an independent police service, we are ready to work alongside them to help achieve their safety and security goals.”

*Tyler Shandro, Minister of Justice and Solicitor General*

Indigenous communities and municipalities interested in applying for the police service business case grant are invited to submit a written submission to [jsg\\_engagement@gov.ab.ca](mailto:jsg_engagement@gov.ab.ca).

### Quick facts

- The First Nations and Inuit Policing Program is a national, federally administered program that funds First Nation police services.
- Under this program, 52 per cent of funding is provided by the federal government and 48 per cent by the provinces.
- Alberta supports the work of the Blood Tribe, Lakeshore and Tsuut'ina Nation police services with annual funding of \$6.4 million to this cost-sharing program. Alberta also spends more than \$500,000 every year to pay for a crime prevention coordinator for each First Nation police service.
- More than two years ago, the federal government announced that it was going to overhaul this program, designate First Nation policing as an essential service and make more funding available to First Nations. This commitment remains unfulfilled.

Date: August 2, 2022

To: Alberta Municipalities

From: Orysia Boychuk, President, Ukrainian Canadian Congress – Alberta Provincial Council

RE: Ukrainian Independence Day 2022 (August 24) & Alberta Ukrainian Canadian Heritage Day 2022 (September 7)

Ukraine's 31st Independence Day is approaching on August 24th, 2022, as well as Ukrainian Heritage Day on September 7, 2022. We would like to thank all the municipalities in Alberta that have acknowledged these important dates by lifting a Ukrainian flag or displaying a banner. This year more than ever it is important to acknowledge these dates and display Alberta's solidarity with Ukraine, those who have newly arrived fleeing the war and the diaspora that has worked tirelessly to assist the Ukrainian Nationals. The war was caused by Russian military aggression and has accounted for many lost lives, damaged infrastructure and displaced Ukrainians.

The Ukrainian Canadian Congress – Alberta Provincial Council (UCC-APC) is inviting all municipalities to raise the Ukrainian Flag, display a banner, or light up significant structures with blue and yellow colors on these 2 important dates. We appreciate all the support so many communities have provided to assist Ukrainians in their home country and on arrival to Alberta.

UCC-APC also encourages short ceremonies where possible and including all ethnic and refugee groups as appropriate. We would also appreciate receiving any photos or short notes about these events. UCC-APC will proudly display these photos on our social media pages and share with our national organization the Ukrainian Canadian Congress to showcase Alberta's commitment to this important cause and that we remain the cradle of Ukrainian settlement in Canada.

A handwritten signature in black ink, appearing to read "O Boychuk". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Orysia Boychuk, President

UCC-APC