

Town of Stettler

COUNCIL MEETING

AUGUST 6, 2024

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 6, 2024
6:30 P.M.
AGENDA**

1. **Agenda Additions**
2. **Agenda Approval**
3. **Confirmation of Minutes**
 - (a) Minutes of the Regular Council Meeting of July 16th 5-12
4. **Citizens Forum**
5. **Delegations**
 - (a) 6:35 p.m. – Stettler U13 Girls Soccer – Provincial Champions Verbal
6. **Administration**
 - (a) Introduction – Tracey McKee – Communications Maternity Leave Term Verbal
 - (b) Council Code of Ethics Review 13-21
 - (c) 2024 Capital Budget – Water Reservoir Upgrades RFP 22-23
 - (d) 2024 Parks & Leisure Services Report 24-32
 - (e) Stettler Recreation Centre Imperials Facility Enhancement Request 33-34
 - (f) 2024 Capital Budget - Stettler Recreation Centre Blue Arena Windows 35-36
 - (g) 2024 Capital Budget - Parks and Open Spaces Master Plan RFP 37
 - (h) 2024 Operating Budget – Stettler Agricultural Society Request – Bench Fair 38
 - (i) 2024 Alberta Municipalities Convention 39-106
 - (j) 2024 Tax Sale Dates 107-110
 - (k) Request for Decision – Development Permit – 4625 – 59 Street (Heartland Lodge) 111-112
 - (l) Meeting Dates
 - Tuesday, August 20 – Council – 6:30pm
 - Tuesday, September 3 – Council – 6:30pm
 - Tuesday, September 10 – COW – 4:30pm

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- Tuesday, September 17 – Council – 6:30pm
- **Wednesday, September 25 – Friday, September 27 – Alberta Municipalities Convention – Westerner Park**
- Tuesday, October 1 – Council – 6:30pm
- Tuesday, October 8 – COW – 4:30pm
- Tuesday, October 15 – Council – 6:30pm

(m) Accounts Payable in the amount of \$460,092.75 113-129
(\$113,479.52 + \$14,378.42 + \$23,364.45 + \$13,265.80 + \$95,115.20 +
\$4,143.34 + \$39,226.10 + \$18,509.83 + \$22,697.42 + \$115,912.67)

7. **Council**

(a) Meeting Reports

8. **Minutes**

9. **Public Hearing**

(a) Bylaw 2174-24: Amending Land Use Bylaw 2060-15 Verbal

10. **Bylaws**

(a) Bylaw 2174-24: Amending Land Use Bylaw 2060-15 130-139

(b) Bylaw 2175-24: Rezoning/Land Use Bylaw Amendment Application 140-152

11. **Correspondence**

(a) College of Physicians & Surgeons of Alberta – Registration Info Sheet 153-154

12. **Items Added**

13. **In-Camera Session**

(a) Outdoor Rink Update – FOIP – Section 16 - Third Party Business Interests

14. **Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE TOWN OF STETTLER COUNCIL
HELD ON TUESDAY, JULY 16th, 2024 IN THE MUNICIPAL OFFICE,
COUNCIL CHAMBERS**

Present:

Mayor S. Nolls

Councillors C. Barros, K. Baker, G. Lawlor, T. Randell, W. Smith & S. Pfeiffer

CAO L. Graham

Assistant CAO K. Hymers

Planning & Development Officer A. Stormoen

Media (2)

Absent:

Call to Order:

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

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

CAO L. Graham proposed the following addition:
In Camera – Health Update – FOIP – Section 23 – Local Body Confidence.

Motion 24:07:13

Moved by Councillor Lawlor to approve the agenda as amended.

MOTION CARRIED
Unanimous

3. **Confirmation of Minutes:**

- (a) Minutes of the Regular Meeting of Council held July 2nd, 2024

Councillor Baker advised of a grammatical error on Page 2 and a spelling error on Page 3.

Motion 24:07:14

Moved by Councillor Baker that the Minutes of the Regular Meeting of Council held on July 2nd, 2024 be approved as amended.

MOTION CARRIED
Unanimous

- (b) Business Arising from the July 2nd, 2024 Minutes

None

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

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

6. **Administration:**

- (a) 2024 Capital Budget – 5301 – 51 Avenue Demolition RFP

Mayor Nolls welcomed Planning & Development Officer A. Stormoen to the meeting.

A. Stormoen advised Enforcement on the above-mentioned property has been ongoing since 2017. Following years of non-compliance and the property becoming increasingly deteriorated, the owners agreed to forfeit the property to the Town of Stettler in December of 2023. As per motion by Town of Stettler Council at the regular council meeting held January 16, 2024, administration proceeded with acquiring title to 5301

– 51 Avenue by way of legal land purchase agreement. The land title was transferred to the Town of Stettler on March 28, 2024, and the Town has since been maintaining the lot. Pre-hazardous material abatement and demolition work began by way of securing the property with RCMP sweeping the property prior to Heartland Glass changing the locks on the dwelling. Further, administration worked with adjacent landowners to remove contents from the lot at 5301 – 51 Avenue. Once personal items had been removed Town public works and parks departments proceeded with a yard clean-up including the removal of vandalized trees, removal of sheds, removal of garbage/refuse, removal of fence and maintenance of grass and weeds. Hazardous Material Abatement began on the property July 9, 2024, by ASK Environmental and should be complete by Wednesday July 17, 2024.

Quote For Demolition

Town of Stettler administration did a request for quotes and received the following:

Proponent	Total Price Excluding GST
Silverado Demolition	\$34,850.00
Tarkine North	\$33,587.00
SRP Projects	\$32,710.00
ASK Environmental	\$25,026.00
Amak Excavating	\$25,000.00
Canadian Demolition	\$22,497.00
Wally's Backhoe Services	\$21,570.00
Western Contracting Ltd.	\$18,828.00
Northstar Trucking	\$17,000.00
Traffic Construction	\$16,385.00
Ken-Mar Concrete	\$15,422.15

The above costs include the complete demolition, backfill material, lot leveling and waste disposal. Proof of disposal at an approved waste management facility will be required prior to awarding the demolition project.

The above costs include the complete demolition, backfill material, lot leveling and waste disposal. Proof of disposal at an approved waste management facility will be required prior to awarding the demolition project.

Motion 24:07:15

Moved by Councillor Pfeiffer that the Town of Stettler Council approves awarding the Demolition of 5301 – 51 Avenue to Ken-Mar Concrete for the contract price of \$15,422.15.

MOTION CARRIED
 Unanimous

Mayor Nolls thanked A. Stormoen for her presentation.

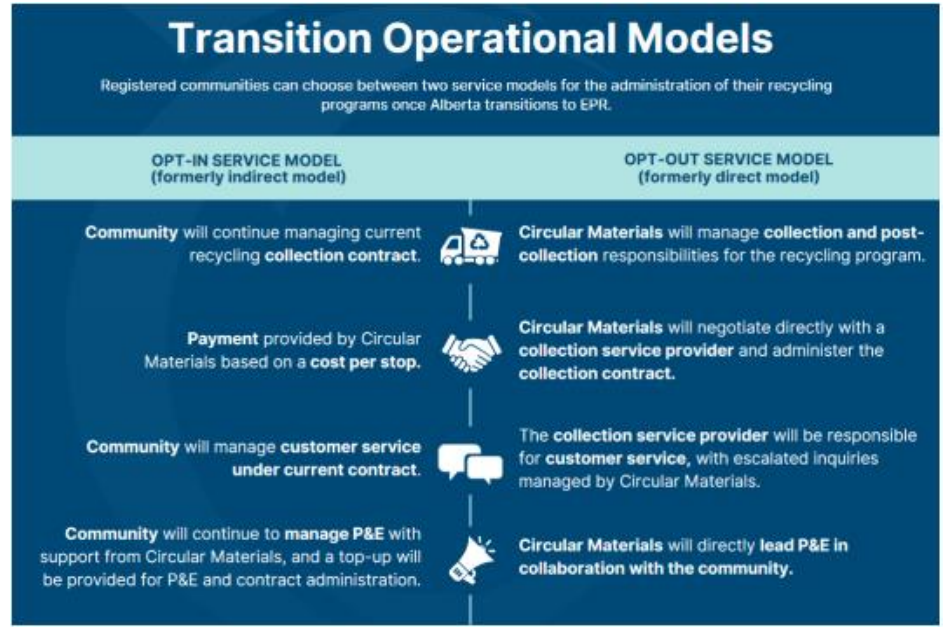
(b) Alberta EPR Transition

CAO L. Graham advised that Alberta's extended Producer Responsibility (EPR) came into force November 30, 2022. Alberta Recycling Management Authority (ARMA) will be overseeing the program. It requires obligated producers to have systems in place for single-use products, packaging, and paper products (PPP) and hazardous products (HSP) by April 1, 2025.

The goal of the program is to reduce overall packaging use and improve collection and recycling of packaging waste there by minimizing landfill dependency and environment abatement costs. November 2023, at the Committee of the Whole, the decision was made to join the EPR program in phase 1, with future decision points on whether the town would continue to manage the recycling program, or alternatively hand over the management of the EPR program.

With the province's implementation goal of April 2025,

communities who opted to join the Phase 1 implementation, need to decide on which operational mode they would like use moving forward:



The Town is currently managing the recycling, garbage and compost bin pick up through a competitive contract process. The transition of the government requiring producers to cover recycling costs will have a revenue impact on the town regardless of which service model chosen.

Option 1: Opt In Service Model

- The Town would still manage the residential recycling as it does now. Circular Materials would compensate the town on a per stop basis, plus provide a top-up for contract administration and public education.

Option 2: Opt Out Service Model

- The Town would completely opt out of the residential recycling program and turn it over to Circular Materials for their management.

Both options have value, however because the Town still has to manage garbage and compost, at this time, administration believes that choosing an opt in model where the Town manages the contractor and responds to residents is the best decision with the information we have at this time. There is the option to choose an opt out service model when the province initiates phase 2 of their program in 2026.

Motion 24:07:16

Moved by Councillor Barros that the Town of Stettler Council choose the Opt-In service model of the EPR program with implementation date of April 2025.

MOTION CARRIED
Unanimous

(c) County of Stettler – Dust Control Request

L. Graham advised The Town received a request from the County of Stettler to arrange a cost share agreement to apply dust control to 38 Avenue, which is under the control of the Town of Stettler. Boundary roads on the Town’s south and west side fall under the Town’s jurisdiction. The letter is attached for

reference. Currently 38 Avenue is a gravel road signed at 50 km/hr. It requires weekly grading to remove wash boarding that occurs due to the high volume of traffic. There is one town resident located north of 38 Avenue and several County residents adjacent to 38 Avenue.



The County of Stettler is requesting a 50/50 cost share application of MG-30 dust control along the north border of the Anderson subdivision as shown above. In addition to the dust suppression, the County has requested a speed reduction to 30 km/hr on 38 Avenue along the Anderson subdivision. Currently, the Town provides minimal dust suppression on town roads. It is applied on the road adjacent to the Ag Society due to the nature of the traffic frequenting the facility and it's applied to the gravel service road adjacent to Repp Subdivision due to traffic short cutting through the area. There are several other 17 gravel roads adjacent to residential and industrial parcels that are not dust controlled. The County request for dust suppression is \$3,036.00 for the Town's share. The Town currently has 50km/hr speed limits on all town residential and collector roads, only reducing speeds adjacent to playgrounds, schools and the fire hall.

Motion 24:07:17

Moved by Councillor Barros that the Town of Stettler Council decline the cost share proposal and allow the County of Stettler to apply dust control at their own cost along the Anderson subdivision and retain the current speed limit.

MOTION CARRIED
Unanimous

(d) Physician Recruitment Incentive

During a joint meeting with the County of Stettler Administration was given direction to bring forward a policy on Physician Recruitment and Retention Incentives.

The availability of doctors within the community has reached crisis levels. The community will soon be at just 7 doctors providing clinical care for patients where 14 are needed. Of the 10 rotations in the emergency room, only 7 are filled, relying on locum coverage for 30% of shifts. The community has seen frequent closures to c-sections and epidurals with the emergency room shutting down entirely for hours at a time. While doctor recruitment should firmly be a provincial responsibility, it has become a local problem.

The Town of Stettler has historically participated in a variety of physician attraction and retention efforts, and has lobbied

extensively for regulatory changes to ease the burden on doctors coming into Alberta. The current policy makes every application for an incentive a decision of Council, in collaboration with the County of Stettler No. 6.

The policy sets out criteria requiring the physician to provide both clinical and emergency room medical care to the community for eligibility for the incentive. The value of the incentive scales depending on the additional services the physician can provide, such as obstetrics and anesthesia.

Each physician would be eligible for between \$50,000 and \$70,000. With the participation of the County of Stettler, each municipality would be responsible for \$25,000 to \$35,000 for as many as 7 doctors. Funding from other partners has been only briefly discussed, with no formal requests made.

Motion 24:07:18

Moved by Councillor Baker that the Town of Stettler Council adopt Policy VII-7 as presented.

MOTION CARRIED
Unanimous

Motion 24:07:19

Moved by Councillor Barros that the Town of Stettler Council authorize the Mayor and Chief Administrative Officer to enter into an agreement to administer and fund the Physician Recruitment and Retention Incentive regionally, with Town funding to come from the 2024 Operating Budget.

MOTION CARRIED
Unanimous

(e) Policy III-3(b): Use of Town Facilities & Equipment Policy

CAO L. Graham advised that Policy III-3(b) is a policy to ensure that Town of Stettler facilities, vehicles, and /or equipment are utilized for Municipal purposes or authorized use only.

Motion 24:07:20

Moved by Councillor Smith that the Town of Stettler Council approve Policy III-3(b) as amended.

MOTION CARRIED
Unanimous

(f) Policy II-7(I): Employee Recognition

CAO L. Graham advised that Policy II-7(I) is a policy to recognize all employees for their years of service with the Town of Stettler, whether it be continual service or retirement/resignation.

Motion 24:07:21

Moved by Councillor Barros that the Town of Stettler Council approve Policy II-7(I) as amended.

MOTION CARRIED
Unanimous

(g) 2024 Tax A/R Report

Motion 24:07:22

Moved by Councillor Baker that the Town of Stettler Council approve the 2024 Tax A/R Report

MOTION CARRIED
Unanimous

- (h) 2024 Budget Summary – June 30, 2024

Motion 24:07:23

Moved by Councillor Lawlor that the Town of Stettler Council approve the 2024 Budget Summary as of June 30, 2024, as presented.

MOTION CARRIED
Unanimous

- (i) 2024 Capital Budget Summary – June 30, 2024

Motion 24:07:24

Moved by Councillor Pfeiffer that the Town of Stettler Council approve the 2024 Capital Budget Summary as of June 30, 2024, as presented.

MOTION CARRIED
Unanimous

- (j) Bank Reconciliation – June 30, 2024

Motion 24:07:25

Moved by Councillor Randell that the Town of Stettler Council approve the Bank Reconciliation as of June 30, 2024, as presented.

MOTION CARRIED
Unanimous

- (k) CAO Reports

Motion 24:07:26

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

MOTION CARRIED
Unanimous

- (l) Meeting Dates

- Tuesday, August 6 – Council – 6:30pm

- Tuesday, August 20 – Council – 6:30pm

- Tuesday, September 3 – Council – 6:30pm

- Tuesday, September 10 – COW – 4:30pm

- Tuesday, September 17 – Council – 6:30pm

- Wednesday, September 25 – Friday, September 27 – Alberta Municipalities Convention – Westerner Park

- (m) Accounts Payable in the amount of \$823,037

Motion 24:07:27

Moved by Councillor Smith that the Accounts Payable in the amount of \$823,037 be paid as presented.

MOTION CARRIED
Unanimous

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

(a) Mayor Nolls

July 3 – Talk of the Town
July 10 – Talk of the Town

(b) Councillor Baker

July 5 – Dr. Onwezurike Meet & Greet
July 5 – Cheque signing at Town Office

(c) Councillor Barros

June 20 – Stettler Adult Learning Centre Board
June 20 – Joint Town & County Physician Recruitment Meeting

(d) Councillor Lawlor

July 3 – Stettler Board of Trade Meeting
July 4 – Meeting with Health Minister LeGrange
July 5 - Dr. Onwezurike Meet & Greet
July 10 – Bashaw Town Council Meeting
July 12 – Meeting with ECA Review Editor

(e) Councillor Pfeiffer

July 10 – Tagish Golf Tournament

(f) Councillor Randell

July 16 – Stettler Town & Country Museum Board

(g) Councillor Smith

July 4 – Heartland Beautification Committee Meeting

Motion 24:07:28

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

MOTION CARRIED
Unanimous

8. **Minutes:**

(a) None

9. **Public Hearing:**

(a) Bylaw 2173-24: Amending Land Use Bylaw 2060-15

Mayor Nolls opened the Public Hearing at 7:00 p.m.

Mayor Nolls asked Planning & Development if any verbal or written submissions were received. None were received.

Mayor Nolls closed the Public Hearing at 7:03 p.m.

10. **Bylaws:**

(a) Bylaw 2173-24: Amending Land Use Bylaw 2060-15

Motion 24:07:29

Moved by Councillor Baker that the Town of Stettler Council give second reading to Bylaw 2173-24.

MOTION CARRIED
Unanimous

Motion 24:07:30

Moved by Councillor Lawlor that the Town of Stettler

Council give third reading to Bylaw 2173-24.

MOTION CARRIED
Unanimous

A. Stormoen left the meeting at 7:05 p.m.

11. **Correspondence:** (a) Office of the Prime Minister – Receipt of Correspondence
(b) Stettler District Agricultural Society – Bench Fair Request for Support

Motion 24:07:31

Moved by Councillor Randell that the Town of Stettler Council approved the Correspondence items (a-b) as presented.

MOTION CARRIED
Unanimous

12. **Items Added:** (a) None
13. **In-Camera Session:** (a) Health Update – FOIP – Section 23 – Local Body Confidence.

Motion 24:07:32

Moved by Councillor Smith that the Town of Stettler Council enter an In Camera Session with the CAO and Assistant CAO present.

MOTION CARRIED
Unanimous at 7:49 p.m.

Motion 24:07:33

Moved by Councillor Pfeiffer that the Town of Stettler Council return to the regular meeting.

MOTION CARRIED
Unanimous at 8:20 p.m.

14. **Adjournment:**

Motion 24:07:32

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

MOTION CARRIED
Unanimous at 8:20 p.m.

Mayor

Assistant CAO

BYLAW 2096-17- Councillor Code of Conduct

A BYLAW of the Town of Stettler, in the Province of Alberta to establish a Code of Conduct regarding the conduct of Council, council committees and other bodies established by the council; the conduct of councillors and the conduct of members of council committees and other bodies established by council.

WHEREAS, pursuant to section 145 of the *Municipal Government Act*, a council may pass bylaws for municipal purposes regarding the conduct of council, council committees and other bodies established by the council; the conduct of councillors and the conduct of members of council committees and other bodies established by council;

AND WHEREAS, the public is entitled to expect the highest standards of conduct from the members that it elects to Council;

AND WHEREAS, the establishment of a Code of Conduct for members of Council is consistent with the principles of transparent and accountable government;

AND WHEREAS, a Code of Conduct ensures that members of Council share a common basis and understanding for acceptable conduct extending beyond the legislative provisions governing the conduct of councillors;

NOW THEREFORE, the Council of the Town of Stettler, in the Province of Alberta, duly assembled, enacts as follows:

1. TITLE

- 1.1. This Bylaw may be cited as the "Councillor Code of Conduct" Bylaw.

2. PURPOSE

- 2.1. The intent of the Town of Stettler Councillor Code of Conduct is to declare the standard of behavior and actions for Town of Stettler elected officials. These standards are to ensure the highest public confidence in, and respect for local government and interpersonal relationships, to ensure effective leadership in, and through, the elected Council, and to ensure that Council and Councillors act with the highest level of integrity and ethical behavior.

3. DEFINITIONS

- 3.1. *Councillor*: means all elected officials including the Chief Elected Official (Mayor)
- 3.2. *Conflict of Interest*: means a situation where a Councillors personal or private interests actually, or may be perceived as influencing the Councillor on a matter of public interest which is, or may be, before Council, including situations which may result in common law bias which included direct or indirect pecuniary interest, prejudgement, closed mindedness or undue influence. A Conflict of Interest situation also includes using the Councillors position, confidential information, Town of Stettler employees, materials or facilities, for personal or private gain or advancement or the expectation of personal or private gain or advancement. A Conflict of Interest may include advancing the personal or private interests of the Councillors family, friends, neighbors, or business associates. If a Councillor or Council does not believe the Councillor is free of bias there is a conflict of interest.
- 3.3. *Pecuniary Interest*: means those situations as defined and regulated by Part 5, Division 6, of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26.

4. PRINCIPLES

- 4.1. This Code will be used to guide the behavior of Councillors and provide a mechanism of accountability.
- 4.2. Councillors agree to sign the Statement of Code of Ethics and Conduct as provided in Schedule A.

5. CODE OF ETHICS

- 5.1. In providing for good governance of the community, the Town of Stettler Council has adopted the following ethics to apply to all Councillors to ensure that they act honestly, in good faith and in the best interest of Town of Stettler as a whole.
- 5.2. Councillors agree to act honestly, in good faith and be prepared to be held accountable for their actions at all times.
- 5.3. Councillors agree to respect the personal views of other Councillors.

- 5.4. Councillors will refrain from any public or private criticism of our administration / employees.
- 5.5. Councillors agree to engage in respectful, fulsome, and healthy debate on ALL matters in Council Meetings, Committee of the Whole Meetings, Council Committee Meetings, and at Special Council Meetings.
- 5.6. Council decisions are made by majority vote by Councillors. The decision of Council must be accepted and respected by all Councillors even if some individual Councillors do not agree with the majority decision.
- 5.7. Councillors agree that they may publicly express their opinions on Council matters but not so as to undermine the standing of Council in the public and in the community.
- 5.8. Councillors agree that unless specifically authorized by Council to represent Council's position on any matter, a Councillor is to ensure that any public statements made are clearly stated to reflect the personal opinion of the Councillor, not the opinion or position of Council.
- 5.9. The Mayor agrees to always represent the opinion or position of Council when speaking publicly, except where statements are identified as solely representing his/her opinion.
- 5.10. Councillors must adhere to the Pecuniary Interest requirements as established in Part 5, Division 6 of the *Municipal Government Act, R.S.A. 2000, Chapter M-26*.
- 5.11. Councillors agree to act with integrity, professionalism, and respect when interacting with other elected officials and government officials, administration / employees, contractors, and members of the public.
- 5.12. Councillors agree to demonstrate fairness, accountability, and impartiality in all Council matters.
- 5.13. Councillors agree to conduct themselves at all times in a manner befitting their position as an elected official and representative of Town of Stettler and Councillors agree to consider the welfare and interests of Town of Stettler as a whole.
- 5.14. Councillors agree to keep in the strictest confidence ALL matters discussed in the absence of the public (in camera) at a Council Meeting, Committee of the Whole Meeting, Council Committee Meeting, Special Council Meeting, or any matter discussed in confidence with another Councillor or Town of Stettler Administration.
- 5.15. Councillors agree to not make improper use of his/her position as a Councillor by:
 - 5.15.1. Gaining or attempting to gain or advance, directly or indirectly, a personal or private interest for him/herself or another person;
 - 5.15.2. Causing or attempting to cause detriment to Town of Stettler Council, any individual Councillor, any member of Town of Stettler administration / employees, any member of the public, or third parties;
 - 5.15.3. Seeking personal benefit or gain from any information obtained through his/her position as Councillor.
- 5.16. Councillors shall recognize and respect the importance of their commitment towards personal compliance with all Town of Stettler bylaws, policies and general rules. Councillors must be seen to set a good example for "Above the Laws" within their jurisdiction. Where matters of any type of non-compliance are identified, Councillors will promptly make every effort and/or give suitable attention towards satisfactorily rectifying the identified concern or situation.

Some publicly common examples where (easily recognizable) non-compliance concerns or situations may occur include; but are not limited to the following: developmental permits, pet licensing, timely sidewalk snow/ice removal, untidy premises/weed control/boulevard & rear lane tidiness, disturbing noise and recreation vehicle/trailer on-street parking.

6. APPLICATION OF CODE OF CONDUCT

6.1. Governance

- 6.1.1. A Council Meeting, Committee of the Whole Meeting, or Special Council Meeting is the appropriate forum for healthy and diligent debate on all matters before Council, or anticipated to be before Council.

- 6.1.2. All Councillors will be given an in-depth opportunity to address matters before Council in a full, open, transparent, and professional manner with the goal of good governance through healthy debate.
- 6.1.3. Council decisions, resolutions, or direction, are made by a majority vote of Councillors. The decisions of Council must be accepted and respected by all Councillors regardless of any personal view of the decision(s) made.
- 6.1.4. Councillors making statements regarding their position on any matter regarding decisions of Council, must make those statements with the utmost of respect to the decision of Council, to Council, to any Councillor, and to any other person(s) associated with the applicable decision.
- 6.1.5. All Councillors, including the Chair, shall feel confident to ask questions and to express their views in any Council session without the fear of interruption and shall feel confident in the Chair's impartiality in controlling the debate.
- 6.1.6 Councillors shall always endeavor to understand and respect the opinions of other councillors, who are acting in good faith, moral character, and in accordance with all the principles and laws governing the matter being discussed. Rude, embarrassing, condescending, threatening and/or intimidating statements or actions of a Councillor (s) during any Council session is not acceptable under any circumstances.
- 6.2. Expenditures
- 6.2.1. Councillors shall act responsibly when incurring expenses always being mindful and respectful that the expenditure of public money must have value and benefit to the municipality.
- 6.2.2. Councillors shall avoid waste, abuse, and extravagance in the provision or use of public money.
- 6.2.3. Councillors shall be open and accountable with respect to all expenditures, Per Diems, and/or any and all other expenses incurred.
- 6.2.4. Councillors shall strictly adhere to all Town of Stettler policies and guidelines addressing expenses and reimbursement.
- 6.3. Interaction with Administration and the Public
- 6.3.1. Councillors will respect the professional opinions of Town of Stettler Administration and/or any legal opinions and be mindful that the Chief Administrative Officer is exclusively responsible under the **Municipal Government Act** for directing staff.
- 6.3.2. Councillors shall not abuse relationships or interactions with Town of Stettler Administration / employees by attempting to take advantage of their position as Councillors. Councillors will at all times, refrain from any behavior which is or may be perceived as bullying of administration / employees.
- 6.3.3. Requests for information will be directed to the Chief Administrative Officer or in the manner specified by the Chief Administrative Officer.
- 6.3.4. Councillors will treat all people with respect and courtesy and in good faith without bias;
- 6.3.4.1. Recognizing there are legitimate differences in opinions;
- 6.3.4.2. Equally regardless of race, culture, religion, language, gender, disability, education or occupation;
- 6.3.4.3. Dealing with all persons in good faith and without bias, ensuring fairness and equity of access to available Town services;
- 6.3.4.4. Providing adequate and substantive opportunity for persons to state their position on any matter before Council.
- 6.3.5. Councillors will not instigate, be involved with, or condone personal attacks on other Councillors, members of administration / employees, or members of the public.
- 6.3.6. Councillors will not criticize in public regarding the performance of any member of administration / employee but will instead refer any question of performance of an employee to the Chief Administrative Officer.

6.3.7. Prior to taking any action, Councillors should ask themselves whether their intended action will ultimately be supported by other Councillors and Town of Stettler. This test is designed to promote objectivity in the mind of a Councillor to best ensure appropriate conduct. Councillors will, if in doubt, consult the Mayor, the Deputy Mayor, or the Chief Administrative Officer prior to taking the planned action.

6.3.8 Council members must keep in mind they are always a representative of The Town of Stettler; accordingly, when engaging in social media activities, even via private channels, Town Councillors are encouraged to identify when the views expressed are theirs alone and not official Town of Stettler communication.

6.3.9 Council members may participate in political events and/or contribute to a political party or candidate at their own expense and in conformity with legislation.

6.4. Pecuniary Interest

6.4.1. The decision with respect to whether or not any Councillor may have a Pecuniary Interest is the individual Councillors decision to make. The Councillor may discuss this with Council and seek the advice of the Mayor or the Chief Administrative Officer.

6.4.2. It is the individual responsibility of each Councillor to seek independent legal advice, at their own cost, with respect to any situation which may result in Pecuniary Interest.

6.4.3. Should a Councillor believe that he/she may have or may reasonably be perceived to have a Pecuniary Interest in a matter before Councillor Council Committee, he/she shall follow the Pecuniary Interest disclosure and procedure requirements as established in Part 5, Division 6 of the *Municipal Government Act*, R.S.A. 2000 Chapter M-26 including:

6.4.3.1. Stating the general nature of his/her Pecuniary Interest at the meeting prior to any discussion of the matter. This shall be done on every occasion the matter arises before Council or Council Committee.

6.4.3.2. The Councillor shall not discuss the matter with Council, other Councillors, Council Committee, or Council Committee members either publicly or privately.

6.4.3.3. The Councillor shall leave Council Chambers, or any meeting room in which a meeting is being held, should the matter be discussed and shall not return until such time as discussion has ended or voting on the matter has been concluded.

6.4.3.4. Councillors with Pecuniary Interest in any matter may stay in the Council Chambers, or any meeting room in which a meeting is being held, if the Councillor is seated in the gallery and addresses Council or the Council Committee in the capacity as a taxpayer, elector, or owner and if the Councillor has the right to be heard pursuant to the *Municipal Government Act* or any other enactment.

6.4.4. When a Councillor believes that he/she may have a Pecuniary Interest in a matter before Councillor Council Committee, he/she shall notify the Mayor or Chair of the meeting prior to the matter being considered, that he/she has a Pecuniary Interest in the matter.

6.5. Conflict of Interest

6.5.1. The decision with respect to whether or not any Councillor may have a Conflict Interest is the individual Councillors decision to make. The Councillor may discuss this with Council and seek the advice of the Mayor or the Chief Administrative Officer.

6.5.2. Should a Councillor believe he/she may have or may reasonably be perceived to have a Conflict of Interest in a matter before Council or Council Committee he/she shall:

6.5.2.1. Stating the general nature of his/her Conflict of Interest at the meeting prior to any discussion of the matter. This shall be done on every occasion the matter arises before Council or Council Committee.

6.5.2.2. The Councillor shall not discuss the matter with Council, other Councillors, Council Committee, or Council Committee members either publicly or privately.

6.5.2.3. The Councillor shall leave Council Chambers, or any meeting room in which a meeting is being held, should the matter be discussed and shall not return until such time as discussion has ended or voting on the matter has been concluded.

6.5.2.4. Councillors with a stated Conflict of Interest in any matter may stay in the Council Chambers, or any meeting room in which a meeting is being held, if the Councillor is seated in the gallery and addresses Councilor the Council Committee in the capacity as a taxpayer, elector, or owner and if the Councillor has the right to be heard pursuant to the **Municipal Government Act** or any other enactment.

6.5.3. When a Councillor believes that he/she may have a Conflict of Interest in a matter before Councilor Council Committee, he/she shall notify the Mayor or Chair of the meeting prior to the matter being considered, that he/she has a Conflict of Interest in the matter.

6.5.4 Councillors, in their role, may accept gifts, event tickets, hospitality, discounts or other benefits associated with their official duties and responsibilities if it meets all of the following conditions:

- a) is a normal accepted expression of courtesy of a business relationship and
- b) received as a normal or necessary incident to fulfilling the Councillors duties
- c) received as an incident of protocol or social obligation
- d) would not raise questions about the Councillor's objectivity and impartiality
- e) would not compromise the integrity of Council or The Town.
- f) Councillors will file a disclosure with the Chief Administrative Officer or designate for all accepted gifts, event tickets, discounts, or hospitality valued at greater than \$50.

6.5.5 Councillors or any member of their family will not solicit or accept any gift or other advantage (i.e. gifts, event tickets, hospitality or discounts) that could, or be perceived to, influence the member of Council in the exercise of an official power, duty or function.

6.5.6. Councillors will refuse or return improper gifts or benefits; if there is no opportunity to refuse or return an improper gift or benefit, or where refusal or return may be seen as offensive for cultural or other reasons, the gift or benefit must be disclosed and turned over to the Chief Elected Official or Deputy Chief Elected Official to make a suitable disposition of the item.

6.5.7. It is the individual responsibility of each Councillor to seek independent legal advice, at their own cost, with respect to any situation which may result in a Conflict of Interest.

6.6. Bias

6.6.1. A Councillor shall be impartial to discussion or presentation of any matter that requires a decision of Council.

6.6.2. Councillors may attend open houses or exchange information with potential applicants, developers, and special interest groups prior to a formal submission or application being submitted to Town of Stettler and the Councillor must:

6.6.2.1. Make it clear to the potential applicant, developer, or special interest group that the Councillor can provide only general information on the process, but cannot give any indication of the chance of success of the submission.

6.6.2.2. Must suggest that the applicant, developer, or special interest group seek independent professional advice.

6.6.2.3. If applicable, encourage potential applicants, or developers to seek preliminary information on their submission by consulting with Town of Stettler Administration.

6.6.2.4. Once application or submission has been filed with Town of Stettler and where Council will have a decision making role in the approval process or where the Councillor may sit on a Board or a Committee that may hear any subsequent appeal, Councillors will not meet with the applicant, developer, or special interest group. Councillors will not meet with the applicants, developers, or special interest groups prior to any Public Hearing or formal consideration by Council of the application, submission, or appeal hearing and decision being issued by Council or an Appeal Board.

6.6.2.5. All Development inquiries will be directed to Town of Stettler Administration.

6.6.2.6. Any information forwarded by an applicant, developer, or special interest group to a Councillor with respect to a pending application or submission, shall be forwarded to the Chief Administrative Officer who will accept the information and determine what further distribution or disclosure of the information is required .

6.6.2.7. In the event that any application, submission, or action should proceed to any type of legal action or court proceeding, no meeting is allowed between Councillors, applicants, developers, special interest groups, or any other entity initiating or involved with the legal action.

6.7. Confidentiality

- 6.7.1. Information provided to Council and to Councillors will not be used for any purpose other than to exercise their role as a Councillor.
- 6.7.2. Councillors will not release any information which is to be treated as confidential in accordance with the **Municipal Government Act** and will, at all times, recognize the **Freedom of Information and Protection of Privacy Act** regarding the access, use, and release of personal information.
- 6.7.3. Councillors will treat all private correspondence, both oral and written, between other Councillors, between themselves and the Chief Administrative Officer, as confidential until the parties agree that the information can or should be made public.
- 6.7.4. Councillors shall not release, disclose, publish, or comment on confidential information including, but not limited to, any information received during a Meeting conducted in the absence of the public, until such information is disclosed at a Public Meeting. This obligation continues in perpetuity. 6.7.5. Councillors shall not release any information that is subject to solicitor-client privilege unless expressly authorized by Council, through a Council resolution, to do so.
- 6.7.5. Councillors shall not misuse confidential information which they have knowledge of by virtue of their position as Councillor that is not in the public domain, including emails and correspondence from other Councillors or third parties such that it may cause harm, detriment, or embarrassment to Town of Stettler Council, other Councillors, Town of Stettler Administration, members of the public or third parties. Councillors shall not use confidential information that it may create a benefit for themselves.

7. **USE OF TOWN RESOURCES DURING ELECTION PERIODS**

- 7.1. Public resources must not be used in any way that would influence the electorate in an election, except in regard to supporting the actual election process. Council and individual Councillors commit to complying with the following procedures:
- 7.1.1. Council will not authorize or request the Town, print, publish (including digitally on the internet), or distribute an electoral advertisement, unless it only contains information regarding the election process. Any electoral advertisement that can be taken to be intended or likely to affect voting in an election if it contains an express or implicit reference to, or comment on:
- The election
 - A candidate in the election; or
 - An issue submitted to, or otherwise before the voters in connection with the election.
- 7.2. Council and individual Councillors will ensure that the Town of Stettler resources are not used inappropriately in any way that may influence voting during an election period, or provide an undue advantage for any candidate during a general election period from Nomination Day until the end of the Council term.
- 7.3. The Chief Administrative Officer will ensure that all members of staff are advised in regards to the application of this Code.
- 7.4. No Town of Stettler administration / employee will, as part of their employment with the Town, undertake any activity that may affect voting in the election, except where it relates only to the election process and is authorized by the Chief Administrative Officer.
- 7.4.1. No Councillor shall ask, or shall there be any direction, motion, or resolution from Council for administration / employee or administration / employee member to authorize, use, or allocate a Town of Stettler resource for any purpose that may influence voting in an election, except where it relates to the election process and is authorized by the Chief Administrative Officer.
- 7.5 At the end of the Councillor term of office, Councillor agree to promptly return all items supplied by the Town for their municipal use.

8. **DISPUTE RESOLUTION AND DISCIPLINARY PROCEDURES**

- 8.1. From time to time difficulties may occur in relationships between individual Councillors. It is expected that Councillors in this situation will use their best efforts to resolve such issues so that they do not interfere with the effective functioning of Council.
- 8.2. Councillors shall not use public forums to discuss issues they may have or be having with other Councillors or with Council.

- 8.3. Where there are issues that cannot be resolved between the parties and the view of the Mayor is that the impact or potential impact is such that the good governance of Town of Stettler may be affected, then a decision to proceed to dispute resolution or discipline will be required by a resolution of Council.
- 8.4. Resolution procedures are as follows:
- 8.4.1. The Mayor shall discuss the issues with the relevant Councillor(s) and attempt to mediate an outcome acceptable to both parties which will allow for an opportunity to apologize and recommend no further action. Should the dispute involve the Mayor, the Deputy Mayor will undertake the action.
- 8.4.2. Councillors will at all times, attempt to resolve their issues without the need for external assistance as a demonstration of unity and teamwork.
- 8.4.3. Should a matter not be resolved after internal mediation has taken place, Councillors are able to seek advice from the Chief Administrative Officer in an attempt to find solutions.
- 8.4.4. Should the matter still remain unresolved, the Mayor, at his/her discretion, may request in writing to the Chief Administrative Officer, to appoint an external professional mediator to assist Council to work through the issues with the relevant parties. In the event the dispute involves the Mayor, this decision will be made by the Deputy Mayor.
- 8.4.5. Should after external mediation, the matter still remain unresolved, an independent arbitrator shall be appointed by Council to work with the parties and develop recommendations on how the dispute can be resolved.
- 8.4.6. Council shall consider these recommendations in a meeting closed to the public in accordance with the *Municipal Government Act*, and may, on return to the open meeting, adopt a resolution based on the arbitrator's recommendations.
- 8.4.7. All Councillors will abide by these resolutions.
- 8.5. In the unlikely event that a Councillor refuses to sign the Statement of Code of Ethics and Conduct or clearly violates any of the terms of the Town of Stettler Councillor Code of Conduct or any provisions of the *Municipal Government Act* then the Mayor may recommend to Council that disciplinary action may be taken on the offending Councillor. In the event that the Mayor is the offending Councillor then this recommendation will be made by the Deputy Mayor.
- Disciplinary procedures are as follows:
- 8.5.1. For a Councillors first offense Council may choose to privately discuss the matter, offer an opportunity to apologize and may recommend no further action. Should further action be taken then the penalty may be the loss of all or some of the offending Councillors appointed Committees.
- 8.5.2. For a second offense the penalty shall be the loss all of the Councillors Committees, all conference attendance including AUMA and FCM Conventions.
- 8.5.3. For a third offense, all of the above and a \$500 penalty. Penalty to be deducted from the Councillors monthly honorarium.
- 8.5.4. For all other offenses all of the above and \$1,000 penalty. Penalty to be deducted from the Councillors monthly honorarium.
- 8.5.5. Should a Councillor have three or more offenses, in addition to the above penalties, Council will direct a letter to be sent to the Minister of Municipal Affairs, requesting an investigation into the conduct of the Councillor and requesting his/her removal from Council.

9. EFFECTIVE DATE

- 9.1. This Bylaw shall come into force and effect when it has received third reading and has been duly signed.

READ a first time this 19th day of September, A.D. 2017.

READ a second time this 19th day of September, A.D. 2017.

READ a third time and finally passed this 19th day of September, A.D. 2017.

MAYOR

ASSISTANT CAO

Schedule A

STATEMENT OF CODE OF ETHICS AND CONDUCT

I, _____ do solemnly swear to uphold the Town of Stettler Councillor Code of Conduct, as per Bylaw 2096-17 at all times while serving as a municipally elected official representing Town of Stettler. I have read and understand the Councillor Code of Conduct Bylaw 2096-17 and further agree to ALL the terms and conditions as specified in the Bylaw.

Dated at Stettler, Alberta this _____ of _____, 2021.

Councillor

Chief Administrative Officer

MEMORANDUM

Date: July 31, 2024

To: Leann Graham
CAO

From: Melissa Robbins
Director of Operational Services

Re: Water Reservoir Pumphouse Upgrades

Background:

2024 Capital Budget includes a carry forward project from 2023 to rehabilitate the existing water reservoir pumphouse with new pumps, valves and back up power. The project budget is \$800,000.

Request for Proposals:

Request for proposal packages were put together by Tagish Engineering and advertised on the Alberta Purchasing Connection.

Summary of RFP's Received by Tagish Engineering:

- Timcon Construction (1988) Ltd. \$551,627.58
- Graham Infrastructure LP \$698,360.00

Pricing does not include gst.

Additional Work, not included in RFP:

An inserta valve is required outside of the pumphouse building. Initial project pricing indicated high costs for this work if included in the pumphouse upgrades RFP because of the different construction methods required. Administration will work to obtain pricing for the external inserta valve, with an expected install cost of \$25,000.

Project Costs:

Construction	\$551,627.58
Engineering	\$102,374.15
Contingency	\$55,200.00
Inserta Valve	<u>\$25,000.00</u>
Total Estimated Project	\$734,201.73

Recommendation:

Administration respectfully recommends that Town of Stettler Council award the Water Reservoir Upgrade Project to Timcon Construction (1988) Ltd. in the amount of \$551,627.58 with a contingency of \$55,200,

utilizing Tagish Engineering for engineering services of \$102,374.15, with \$25,000 for the inserta valve, for a project expenditure of \$734,201.73, excluding GST, funded through the 2024 Capital Budget.

2024

PARKS & LEISURE SERVICES

REPORT



Parks & Leisure Year-in-Review

For the Parks and Leisure Services Department, 2023 and the first half of 2024 have been full of events and lots of new and existing programming. In addition, various capital projects were completed or are currently underway. Here is an outline of what was a busy past year and a half:

Events

It was once again a very busy 2023 and first half of 2024 event wise for the Parks and Leisure Services team. More importantly, there has been a significant increase in attendance numbers for internal programming offerings.

In February, our annual Family Day Winter Carnival event was held at the SRC. For the past two years, the department has partnered with FCSS, the Heartland Youth Centre, the Family Resource Network, the Stettler Public Library and the Family Resource Network for this event. The days activities started with a pancake breakfast put on by FCSS, followed by a Magic Show in the Hub by Magicmon, carnival games put on by youth that attend the HYC, in addition to a family photobooth. A free hot dog lunch was provided in addition to a family swim and public skating with Klay the DJ entertaining everyone in the rink. All events were free of charge and held at the SRC. Family Day is a great opportunity for those that don't typically access the facility for hockey, lacrosse, swimming, etc. to enjoy the SRC and see what it has to offer families.



As is the norm in late Spring and Summer, our ball parks and soccer pitches have been hubs of activity which also helps to keep our campground full each weekend. Stettler Minor Ball was once again able to host their annual female softball tournament from June 2-4th, with the event hosting 61 teams in 2023 and 65 teams in 2024. This is an increase from the traditional 54 teams that have been accommodated in the past. We estimate that this event brings in approximately 2,500 participants and spectators to our community. In addition, Stettler hosted the U15AA and U18AA baseball provincials from July 29-31, 2023, so staff were busy ensuring our diamonds were in fantastic shape for all events hosted.

The annual Stettler Triathlon took place at the SRC on Sunday, July 16th, 2023. Once again, the triathlon was a huge success, albeit a smoky one as a result of the various forest fires. The event is scheduled for Sunday, July 14th, 2024 this coming year. This event is led by a group of energetic and passionate volunteers and is supported by SRC staff. This past year's race saw 180 athletes participate and approx. 200 family, volunteers and general spectators attended.

Summer cultural events always kick off on July 1st with Canada Day. In 2023, 1,292 people attended the museum and in 2024, that number was surpassed with 1,403 people going through the gates at the museum to attend Canada Day celebrations. This number does not include the people that attended West Stettler Park in the evening. The success of Canada Day is a result of partnerships between the Town of Stettler, Stettler Museum, the Stettler Public Library, the Family Resource Network and FCSS, which all come together to ensure a full day of family fun activities are held, starting with a family fun day at the museum. Our traditional activities are held at West Stettler Park and include live music, lawn games, birthday cake and a fireworks show to wrap up the day. Summer was also highlighted by the weekly Music in the Park concert series which is held every Wednesday for a total of ten (10) shows, with acts providing a wide array of music to the public.

Summer Event season wrapped up with Stettler hosting Alberta Culture Days for the fifth year in a row taking place from September 1-30. A wide range of activities were offered to the public ranging from art and cooking classes, museum displays, presentations and tours. This year, Culture Days featured the many cultures of Asia with a main feature focusing specifically on the Philippines which included a Filipino Fiesta held at the United Church on September 15th.



Major presentations and events were also held throughout the Clearview School District including Asian Shuffle Dancing, Philippines Culture presentation and a Jeepney coloring contest which saw 442 entries from students in Grade's 1-6 throughout town and county.

This year's Alberta Culture Days Celebrations saw approx. 2,000 people participate, whether that was through one of the school programs that were offered or an evening/weekend activity that was held for the general public. A full outline of the events that were held can be found www.stettlerculturaldays.com. After receiving a grant to host a 2024 event, we are excited to be currently planning our 2024 Culture Days event, which will highlight the culture of Switzerland.

Facility Programs & Services

Aquatic Centre – Swimming lessons took place throughout the year. Over the past year and a half, lessons were taught to 1158 registrants.

In addition to general lessons, swimming was taught as part of the school curriculum to SES Grades 1-6, Christ King Catholic, Byemoor, Big Valley, Donalda, Erskine, Alix and Botha Schools, which all participated in lessons during school days.

New lifeguards were also trained this past year with 15 students completing their Lifeguard level throughout the year in 2023 with an additional 3 new Lifeguards that completed the Leaders in Training program in 2024.

The Aquatic Centre was able to employ additional Assistant Lifeguards at the age of 15, then changes to requirements allowed them to be hired as a Lifeguard. Our two assistant lifeguards that were hired in 2023 have now become full time guards.

Our patrons love a challenge and some of the swim challenges that we held over the past year and a half included Swim Hawaii, West Coast Trail, Great Barrier Reef and Lochness. Many miles were swum as it takes 40 lengths to do a km and 60 to do a mile. Fitness challenges were also held to get the water exercise participants involved. Activities included Bingo, Connect 4, Guess Who and Name the Phrase.

Fitness Centre – The Fitness Centre continues to be a busy place within the SRC the entire year. A combination of regular members and an increase in drop-ins due to some of the work taking place in Stettler has kept the space very busy each day.

Programming offered by the fitness centre included Active Living, Spin Cycling, Early Riser and Any Age Any Stage. This past year and a half, a total of 8 sessions were ran (4-6 weeks each at two times per week) with approx. 40 registrants per session. The Adult Living program is offered 2 times per session as it is our most popular program.

This past year, we updated some of our internal fitness equipment. We replaced our recumbent and upright exercise bikes. These two upgraded bikes replaced older models ensuring that our equipment is staying up to date with technology with added features for our members convenience. In addition, we added two new Keyser spin bikes to the facility due to the high volume of usage our spin bikes receive. All equipment is purchased through our partnership with Live North (was Apple Fitness).

Arenas - The SRC was a busy place to end the 2023 hockey season, with playoffs including a long run by the Stettler Imperials which had an average attendance of 750/game. The Imperials went on another long playoff run in 2024 as well, playing in front of near capacity crowds each night. This was in addition to various minor hockey teams that stretched their seasons right until the first weekend of April in 2023. The 2024 season was highlighted with the Stettler Minor Hockey Association hosting the U18 Tier 1 Provincial Championships. The annual Stettler Figure Skating Carnival was also hosted in mid-March in 2023 and 2024, with fantastic crowds as always.

2023 was a busy year at the SRC for capital projects. In April of 2023, ice removal was immediately followed by the installation of new score boards and controllers for each ice surface, in addition to the installation of timer clocks for each of the dressing rooms. With lacrosse season wrapping at the end of June, the SRC Arena's were closed for 6 weeks in order to accommodate the installation of new dasher board systems in both the Blue and Red Arena's. Both installs went very well and we have received very positive feedback from user groups in regards to the changes that were made.

In April of both 2023 and 2024, staff were busy removing the ice and prepping the building to host the Stettler Tradeshow. This year's tradeshow saw record numbers and is a great event within the facility, as for many attendees, it is the only time they come into the building. Throughout the spring, Stettler Minor Lacrosse kept the building busy with several teams going deep into playoffs in 2023. SMLA

participant numbers continue to rise each year, which has warranted additional staffing during lacrosse season to assist with their crowds and large event weekends.

Prior to the start of the 2023-24 hockey season, we had two hockey schools over back-to-back weeks take up residence at the SRC at the end of August. First, the East Central Hockey School took over the building for their annual week in August with a sold-out camp of both local and out of town participants. The second school was the Olds College Bronco's all-female camp, which was very well received within the community and surrounding area. This camp filled a historical gap in ice bookings prior to hockey and figure skating starting their ice bookings.

Overall arena user numbers remain steady within the SRC. We lost one historical adult recreation team with a weekly booking to start 2023-24, but we gained 3 additional groups, which is a great increase in one year. SMHA continues to be a model association for female hockey programming, which keeps their numbers historically steady. SMHA also utilizes our early morning ice times that are available. Figure skating and Fun Hockey are our other two significant user groups that continue to utilize their historical ice bookings.

Lastly, preparations are currently underway within the facility to get the blue arena prepared to host the Alberta Men's Curling Provincial Championship (Boston Pizza Cup), which will be held from February 5-9, 2025. Preparations are being worked out with all of our regular user groups to manage the two weeks that the Blue Arena is closed in order to host the event.

Parks & Open Spaces

As with previous years, Parks and Leisure Services staff are busy ensuring our facilities, parks, and open spaces were maintained and improved to the highest standard.

During the winter, in addition to overseeing operations in the SRC, staff were busy ensuring that the skating oval was flooded for the public. Staff prepped the oval for the start of the 2023-24 season, adding holiday lights to the interior trees of the oval. The public works team does a great job getting the oval ready for the winter before turning that space over to Parks and Leisure staff to maintain using the ice resurfacing machine once it has been built up. All other outdoor skating surfaces are built and maintained by the public works team who have now built berms around all surfaces, which will help during warm weather. The public works team has also built an additional surface to accommodate the east end of town, with a new surface that will be built at the Eastend Tot Lot.

During spring and summer months, Parks and Leisure staff were entrenched in regular duties (ongoing care and maintenance of parks and green spaces, spray park, campground, tree pruning and flower beds/pots), in addition to a number of other key projects related to our parks and open spaces.

Lastly, the department is working with the local Kin Clubs of Stettler to build our first inclusive playground, which will be built at the park space located on the corner of 60th St and 50 A Ave (behind the Canalta Hotel). The park has a farming theme, which celebrates the strong agricultural roots of our community. Cost of the project will be approx. \$350,000 when completed.

Parks & Leisure Administration

Staff continue to sit and work on various internal/external committees such as the Stettler Wellness Network, which wrapped up its AHS Healthy Communities Initiatives Grant in 2023. The project focused on volunteerism and its impacts on community connection, mental health, etc. As part of that committee, the Community Block Party Trailer was established and was booked out 35 days in 2023; it is set to be out for 42 community building events in 2024. A web portal [Volunteer | Stettler Connects](#) was also created to help volunteer/non profit organizations connect with potential volunteers, and a community engagement event was held to review community survey findings, a demo of the volunteer portal and a guest speaker (Amanda Sokol – Goosetroop).

Senior Staff also met regularly throughout the year with Stettler’s Circle of Services, the Heartland Beautification Committee, and Culture Days as was previously noted. Internally, meetings were held as part of the Town of Stettler Strategic Plan with the Corporate Identity Committee, Parks and Open Spaces Committee, SRC Expansion/Field House Committee, and the Town of Stettler Christmas Destination Committee.

In-person meetings were held on a regular basis with various key stakeholder groups and leaders to assist them with their programming opportunities, facility usage/access/fee’s, etc. Groups included the Senior Centre Drop-In Club, Swim Club, Minor Hockey, Figure Skating, Minor Lacrosse, Fun Hockey, Stettler Imperials, Minor Ball and Minor Soccer.

Capital Budget Summary 2023-2024

	Project	Budget	Actual
2023	SRC Blue and Red Arena Rink Board Replacement	\$386,000	\$351,987
	SRC Arena Brine Filtering System and Fluid Cooler Line Piping	\$32,000	\$30,916
	SRC Blue and Red Arena Score clocks, consoles and dressing room timers	\$44,010	\$44,010
	SRC Aquatic Centre Mechanical Room Repair Components – Pulley’s	\$15,000	\$12,065
	SRC Fitness Centre Recumbent and Stand-Up Bike	\$11,000	\$11,802
	SRC Concession 2 Convection Ovens and Electrical Upgrades	\$17,000	\$15,731
	SRC HUB Ice Making Machine	\$4,000	\$4,000
	Spray Park Discharge Pump and Electrical Upgrades	\$12,000	\$3,211
	Skid Steer Attachments (Broom and Auger)	\$12,000	\$13,013
	60 th Street & 50 A Ave Playground Donations	\$120,000	\$120,000
2024	SRC Arena Domestic Hot Water Holding Tank	\$33,000	
	SRC Arena Ice Resurfacing Machine Holding Tank	\$35,000	
	SRC Arena Overhead Doors	\$30,000	

	SRC Aquatic Centre Sand in Sand Filter Replacement	\$35,000	
	SRC Aquatic Centre Window Coverings	\$15,000	
	SRC Aquatic Centre Water Cannon Replacements in leisure pool	\$32,000	
	SRC Building Maintenance Software Upgrade	\$6,500	
	Sports Park Backstop Fence Replacement (2 Diamonds)	\$10,000	\$8,560
	Sports Park Parking Lot – Curbs	\$15,000	\$13,020
	West Stettler Spray Park Upgrades – Planning	\$50,000	
	Top Dressing Spreader	\$10,800	
	Parks and Open Spaces Master Plan	\$30,000	
	Mower Replacement	\$96,000	
	Lions Campground Furnace and Hot Water Tank Replacement	\$11,500	\$7,512
	Community Hall Hot Water Tank Replacement	\$10,000	\$8,498

Town of Stettler / County of Stettler No. 6 - 2023 Recreation, Parks and Culture Summary

	Revenue	Expenses	Difference
2023 Total Recreation, Parks and Culture			
Parks and Leisure Recreation Programs			
Skating - parent & tot, noon	\$1,698.47		\$1,698.47
Ball Diamond Fees	\$7,608.93	\$41,921.72	-\$34,312.79
Soccer Fees	\$7,852.38	\$19,954.75	-\$12,102.37
Spray Park		\$32,150.16	-\$32,150.16
Other Misc Revenue (storage rental, equipment rental)	\$12,100.30		\$12,100.30
HYC		\$50,000.00	-\$50,000.00
Other Events (Canada Day, Snofest etc)	\$1,800.00	\$98,107.48	-\$96,307.48
Arena's		\$1,492,210.30	-\$1,492,210.30
Rentals and Advertising	\$92,882.60		\$92,882.60
Summer Ice Rental	\$12,442.62		\$12,442.62
Figure Skating	\$26,073.79		\$26,073.79
Minor Hockey	\$122,354.59		\$122,354.59
Adult Hockey	\$47,404.51		\$47,404.51
Junior B Lightning			\$0.00
Stettler Imperials	\$7,629.77		\$7,629.77
Tournament Fees	\$18,714.62		\$18,714.62
County of Stettler (35% Capital Reserve Savings)	\$470,948.18	\$93,300.00	\$377,648.18
Town of Stettler - (65% Capital Reserve Savings)		\$173,600.00	-\$173,600.00
Town of Stettler - (Contribution to Capital Projects)		\$204,048.18	-\$204,048.18
Fitness Centre	\$44,094.02	\$111,350.26	-\$67,256.24
Pool	\$345,518.07	\$1,054,891.14	-\$709,373.07
Facilities (debt servicing)		\$103,691.63	-\$103,691.63
Community Hall & Seniors	\$122,871.61	\$114,412.31	\$8,459.30
Library / Museum (Parkland and Stettler, Town Share Only)		\$409,421.52	-\$409,421.52
Parks	\$106,746.00	\$461,666.75	-\$354,920.75
Total Recreation, Parks and Culture	\$1,448,740.46	\$4,460,726.20	-\$3,011,985.74

County of Stettler No. 6 - Recreation Contribution Partnership

	Assessment	Agreement %	% (\$) Amount	Town of Stettler Budget	Actual Paid by County of Stettler	Assessment Diff	Budget Diff	% Diff	Capital (35% \$93,300) + (65% \$173,600)	Available for Capital	Operating
2016	1,564,948,030	0.03208%	\$502,035.33	\$496,000.00	\$495,612.29	-54,474,070	-17,300	-3.37%	\$266,900	\$118,400	\$110,700
2017	1,486,850,730	0.03208%	\$476,981.71	\$471,500.00	\$471,008.25	-78,097,300	-24,500	-4.94%	\$266,900	\$118,400	\$86,200
2018	1,497,109,550	0.03208%	\$480,272.74	\$474,000.00	\$473,521.29	10,258,820	2,500	0.53%	\$266,900	\$118,400	\$88,700
2019	1,487,837,630	0.03208%	\$477,298.31	\$471,600.00	\$470,979.71	-9,271,920	-2,400	-0.51%	\$266,900	\$118,400	\$86,300
2020	1,361,294,500	0.03208%	\$436,703.28	\$431,500.00	\$430,433.44	-126,543,130	-40,100	-8.50%	\$266,900	\$118,400	\$46,200
2021	1,373,106,660	0.03208%	\$440,492.62	\$431,500.00	\$434,292.69	11,812,160	0	0.00%	\$266,900	\$118,400	\$46,200
2022	1,413,266,990	0.03208%	\$453,376.05	\$439,600.00	\$447,026.00	40,160,330	8,100	1.88%	\$266,900	\$118,400	\$54,300
2023	1,485,563,760	0.03208%	\$476,568.85	\$452,400.00	\$470,948.18	72,296,770	12,800	2.91%	\$266,900	\$118,400	\$67,100
2024	1,515,275,035	0.03170%	\$480,342.19	\$480,342.00		29,711,275	27,942	6.18%	\$266,900	\$118,400	\$95,042
2025	1,545,580,536	0.03170%	\$489,949.03	\$489,950.00		30,305,501	9,608	2.00%	\$266,900	\$118,400	\$104,650
2026	1,576,492,147	0.03170%	\$499,748.01	\$499,748.00		30,911,611	9,798	2.00%	\$266,900	\$118,400	\$114,448

2023 Stettler Recreation Centre Costing Summary

	Revenue	Expenses	Difference
Recreation Center (County Funding \$447,026.08 not inc)	\$327,502.50	\$1,492,210.30	-\$1,164,707.80
Fitness Center	\$44,094.02	\$111,350.26	-\$67,256.24
Pool	\$345,518.07	\$1,054,891.14	-\$709,373.07
Total Stettler Recreation Centre - operating deficit	\$717,114.59	\$2,658,451.70	-\$1,941,337.11

2023 Recreation Capital Projects (Actual) - Total - \$12,497.00

Town of Stettler / County of Stettler Recreation Agreement (transfer to reserve - balance December 31, 2023 - \$389,241 + \$266,900)		\$945,259.08
Arena	Arena Boards	\$346,521.75
Pool	Brine Filtering System	\$30,916.92
Fitness	Treadmill	\$11,802.33

2024 Recreation Capital Projects (Budget) - Total - \$786,166

Town of Stettler / County of Stettler Recreation Agreement (transfer to reserve - balance December 31, 2024 - \$180,000 + \$266,900)		\$1,421,400.00
SRC	Domestic Hot Water Tank	County Partnership Funding \$33,000.00
SRC	Arena Ice Resurfacing Holding Tank	County Partnership Funding \$35,000.00
SRC	Overhead Doors	County Partnership Funding \$30,000.00
Pool	Sand Filters-Back Mechanical Room	County Partnership Funding \$35,000.00
Pool	Canon Replacement	County Partnership Funding \$32,000.00
Pool	Bliind Replacement	County Partnership Funding \$15,000.00
SRC	Bulding Maint - Control Software Update	\$6,500.00
SRC	Outdoor Arena - Board replacement	\$52,105.00
Comm	Hot water Tank Replacement	\$10,000.00
Parks	Sports Park - Parking Curbs	\$15,000.00
Ball	Backstop and fencing replacement	\$10,000.00
Park	Mower replacement	\$96,000.00
Park	Top dressing spreader	\$10,800.00
Park	Spray Park Upgrades (Planning Phase)	\$50,000.00
Park	Open Spaces Master Planning	\$30,000.00
Park	Campground - Furnace and Hot Water Tank Replacement	<u>\$11,500.00</u>
		\$471,905.00

MEMORANDUM

To: Leann Graham, CAO

From: Brad Robbins, Manager of Recreation & Culture

Date: August 1, 2024

Re: Stettler Imperials SRC Upgrades

Background:

Over the past couple years, discussions have taken place with the Stettler Imperials Senior Hockey Team in regards to various facility enhancements to improve both patron and player experience during Imperial hockey games and practices.

The Stettler Imperials have identified and requested three (3) SRC upgrades that they are seeking council approval for that they are willing to fund. These upgrades would be a planned capital expenditure by the Stettler Imperials Senior Hockey Club and at no direct financial cost to the Town of Stettler.

1. Dressing Room 1 – Wood locker stall, bench, shelving and paint
2. Special Effects Lighting – Blue Arena
3. Dimmable Recessed Lighting – Board and Meeting Room(s)

These three projects will assist the Imperials during their home games and events and provide additional benefit to the facility and other user groups.

The team is asking for limited support from the Town of Stettler. Support could include access for contractors to complete the work and potentially the use of a man lift with staff member to assist in lighting installation if available.

Project Details

1. Dressing Room 1 – Wood locker stall, bench, shelving and paint
 - Professional dressing room lockers and stalls. Seated style with side walls, upper shelf and hooks.
 - Matching paint scheme to tie in with existing facility colors and Stettler Imperials colors.
 - Would be used by Imperials for home games/practices and any group/team at any other time as part of normal SRC dressing room scheduling.
 - Project was measured and quoted at \$10,000-\$12,000 using local contractor.

2. Special Effects Lighting – Blue Arena
 - Usage to include ceremonies and pre-game events.
 - Installation of 2-4 small lighting trusses in ceiling of blue arena.
 - Several spotlights and special effect lighting controls mounted high in ceiling.
 - There will be a need for 15A/20A 120V power, however most fixtures are low power/LED with minimal power requirements.
 - May required the installation of 2-4 receptacles and conduit to power source.
 - Installation of DMX cable from lights to a jack likely located in the sound booth for connection to lighting controller.
 - Due to the programming and knowledge need to operate, system would likely only be used for Imperials games and special events in the blue arena such as provincials, graduations, etc. and not on a day-to-day basis.
 - Anticipate a 1-2 day install which would occur at times when the blue arena is not in use.
 - Total project cost is estimated at \$10,000-\$12,000.

3. Dimmable Recessed Lighting – Board and Meeting Room(s)
 - Currently the two meeting rooms upstairs are booked for Imperials home games and used as private bookings.
 - Coinciding the with the window project, having dimmable lighting would be and added benefit to the atmosphere and use of the meeting rooms.
 - Would require an extra light switch and several recessed lights added to existing T bar ceiling.
 - Would be available to any booking or user group that has rented the meeting room space(s).
 - Cost depends on power requirements/availability; however, lighting fixtures, wires and supplies will be under \$2,000.
 - Total estimated cost is \$5,000.

Recommendation:

Administration respectfully recommends that the Town of Stettler Council provide approval to the Stettler Imperials Hockey Club to move forward on the three (3) proposed upgrades. Approval is contingent on agreement being completed between administration and the team outlining project roles and responsibilities, timelines and declaring that team holds the Town of Stettler harmless from any claims related to the contractors/workers. Contractors will be required to complete a TOS facility safety orientation and the Town of Stettler to be added as additional insured to the Stettler Imperials liability policy.

MEMORANDUM

To: Leann Graham, CAO

From: Brad Robbins, Manager of Recreation & Culture

Date: August 1, 2024

Re: SRC Blue Arena Glass Replacement

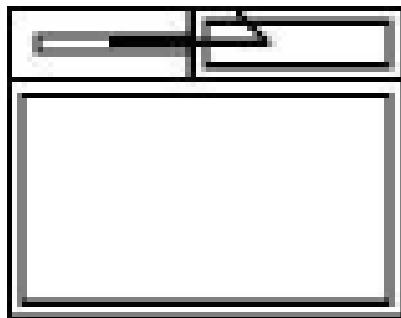
Background:

On Friday, March 29, 2024 a pane of glass in one of the second-floor meeting rooms of the SRC overlooking the blue arena was broken. This caused a number of broken glass shards falling to the east side standing area of the blue arena. It was identified that all of the glass currently on the second floor along the east side of the blue area is 5 mm regular glass. It was then recommended that from a safety perspective all glass along the east side should be removed and replaced with laminated safety glass.

Over the past couple years, discussions have taken place with the Stettler Imperials Senior Hockey Team in regards to various facility enhancements to improve patron experience during Imperial hockey games. One of the discussion items was to be able to open up the windows within the meeting rooms to allow more of the game sounds into the two meeting rooms which are used as "sky boxes during Imperial hockey games. The Imperials have indicated that they are willing partners to help fund facility enhancements that improve player and patron experiences during games.

In discussions with the team, it was determined that the Town of Stettler would be replacing all seventeen (17) panes of glass with laminated safety glass at ~\$8,650.00

The Imperials Senior Hockey Club are willing to pay for the difference to ensure that the ten (10) panes of glass being replaced in the two meeting rooms have the ability to open. It was determined that the ten (10) panes of glass inside the two meeting rooms could be replaced with new laminated safety glass inserts that include a 10"-12" slider at the top of the window that could be opened up during games.



Request for Quotations

A Request for quotes to complete the window replacement work was sent out to local businesses who routinely complete glass and window replacement work in town.

Two quotes were received to replace 7 windows with laminated glass replacements and 10 windows with a new slider window replacement:

CR Glass	\$17,865.00
Heartland Glass	\$22,144.98

•

Recommendation:

Administration respectfully recommends that the Town of Stettler Council proceed with CR Glass for the window replacement project of \$17,865.00, plus a small contingency of \$2,000 specific to installation, for a total cost of \$19,865.00. The Town of Stettler will be responsible for payment of \$8,650.00 in addition to any contingency amount which will be funded from the 2024 Capital Budget by the Community Partnership Reserve, with the Stettler Imperials Senior Hockey Club responsible for \$9,215.00.

MEMORANDUM

To: Leann Graham, CAO

From: Brad Robbins, Manager of Recreation & Culture

Date: August 1, 2024

Re: Parks and Open Spaces Master Plan RFP

Background:

The 2024 Capital Budget included \$30,000 for the development of a new Parks and Open Spaces Master Plan. This was identified as a priority by the Parks and Open Space Committee which was created through the Town of Stettler Strategic Planning process.

The previous Master Plan was developed for the Town of Stetter in 2006 and has served the community well. Over the past 18 years that plan has been used to establish strategy and decision making around our various community spaces and community recreation needs.

Summary of RFP's Received:

RFP was placed on APC and only one RFP was received which was from McElhanney.

- Original quoted price was for \$55,310.80
- Administration sought explanation from McElhanney in regards to quoted price and it was identified there was some confusion around expectations of the project specifically related to an overview and update of the 2006 plan and more importantly the amount of engagement that was being asked in the RFP and how that engagement would take place.
- After discussions it was determined that with minor changes to the overall project scope that the project could be completed and meet the Town of Stettler's outcome expectations for a quoted price of \$35,578.80

Price does not include GST

Recommendation:

Administration is recommending that council award the RFP for development and creation of a Parks and Opens Spaces Master Plan to McElhanney for the price of \$35,578.80, with funding coming from the 2024 Capital Budget.

MEMORANDUM

Date: August 6, 2024

To: Leann Graham
CAO

From: Lara VanLanduyt
Communications Officer

Re: Request for Support – Stettler District Agricultural Society “Bench Fair”

History:

The Stettler District Agricultural Society hopes to re-establish the traditional “Bench Fair” program during their Open Farm Days in August 2024. The Stettler District Agricultural Society feels that this program will address the concern of food security by highlighting the importance of locally grown and produced food, igniting an interest in backyard gardening, promoting local community gardens, and focusing on preserving seasonally produced products.

Fundraising Requests are managed under Policy VIII-4 – Miscellaneous Requests for Funds.

Request:

The Stettler District Agricultural Society has requested prizes in the form of Heart of Alberta Dollars for their three (3) competitive categories, with suggested amounts of \$25-\$50.

Heart of Alberta Dollars are tendered by the Stettler Regional Board of Trade, and are eligible to be spent at local businesses.

Options:

1. Town of Stettler Council approves the expenditure of three (3) \$50 Heart of Alberta Dollar prizes, with funds to come from the 2024 Operating Budget.
2. Town of Stettler Council authorize the donation of three (3) punch passes for the Stettler Recreation Centre.
3. Town of Stettler Council declines the request for funds.

2024 Alberta Municipalities Convention & Trade Show Overview Agenda

***Please note, sessions and timing are subject to change. All Pre-Convention sessions, along with the Host City Reception, require additional fees.**

Tuesday, September 24	7:00 am – 5:00 pm	Registration open
	8:30 am – 4:00 pm	EOEP Course (Pre-Convention)
	8:30 am – 4:00 pm	EOEP Course (Pre-Convention)
	8:30 am – 4:00 pm	EOEP Course (Pre-Convention)
	8:30 am – 4:00 pm	RMRF Legal Seminar (Pre-Convention)
Wednesday, September 25	7:30 – 8:30 am	Registration & Breakfast
	8:30 am	Welcome
	9:15 – 10:30 am	Education Session (5 Concurrent)
	11:00 am – 12:15 pm	Education Session (5 Concurrent)
	12:15 – 1:30 pm	Lunch
	1:30 pm – 3:00 pm	Opening Ceremonies & Keynote Address
	3:00 – 5:30 pm	Trade Show Opening Reception
	4:00 – 5:30 pm	Women’s Networking Reception
	Evening	Networking Events
Thursday, September 26	8:00 – 9:30 am	Breakfast
	8:00 – 10:00 am	Trade Show
	10:00 – 10:10 am	Welcome
	10:10 am – 11:30 am	Resolutions
	11:30 am – 12:00 pm	Premier’s Address
	12:00 – 1:00 pm	Lunch
	1:00 – 2:15 pm	Education Session (5 Concurrent)
	2:30 – 2:45 pm	Address from the Leader of the Opposition
	2:45 – 4:15 pm	Resolutions Session Continued

	4:30 – 4:45 pm	Address from Municipal Affairs
	4:45 – 6:30 pm	Municipal Affairs Reception
	7:00 – 11:00 pm	Host City Reception – Red Deer Through the Eras
	Evening	Networking Events
Friday, September 27	7:00 am	Breakfast
	8:00 – 8:15 am	Welcome
	8:15 – 10:00 am	Annual General Meeting & Board elections
	10:00 am – 11:00 am	Minister Dialogue #1
	11:10 am – 12:10 pm	Minister Dialogue #2
	12:15 – 1:00 pm	Closing Entertainment
	1:00 pm	Goodbye and see you in 2025

2024 Resolutions Book



 **Alberta
Municipalities**
Strength
In Members

Version 1: July 29, 2024

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About Resolutions

Alberta Municipalities (ABmunis) conducts an annual resolutions process that enables member municipalities to bring forward common issues and solutions and seek member approval to give direction to ABmunis' Board of Directors to advocate to the federal and provincial governments on members' behalf.

This process includes a resolutions session at ABmunis' annual Convention where Regular Members vote on resolutions that have been submitted by members. When a resolution is adopted by members, ABmunis takes action to develop and implement an advocacy strategy for each resolution.

As set out in ABmunis' [Resolutions Policy](#), for a resolution to be presented at ABmunis' Convention, the resolution must:

- address a topic of concern affecting municipalities on a regional or provincial level,
- be approved by the council of the sponsoring municipality, and
- be seconded by an additional municipal council of different sized population.

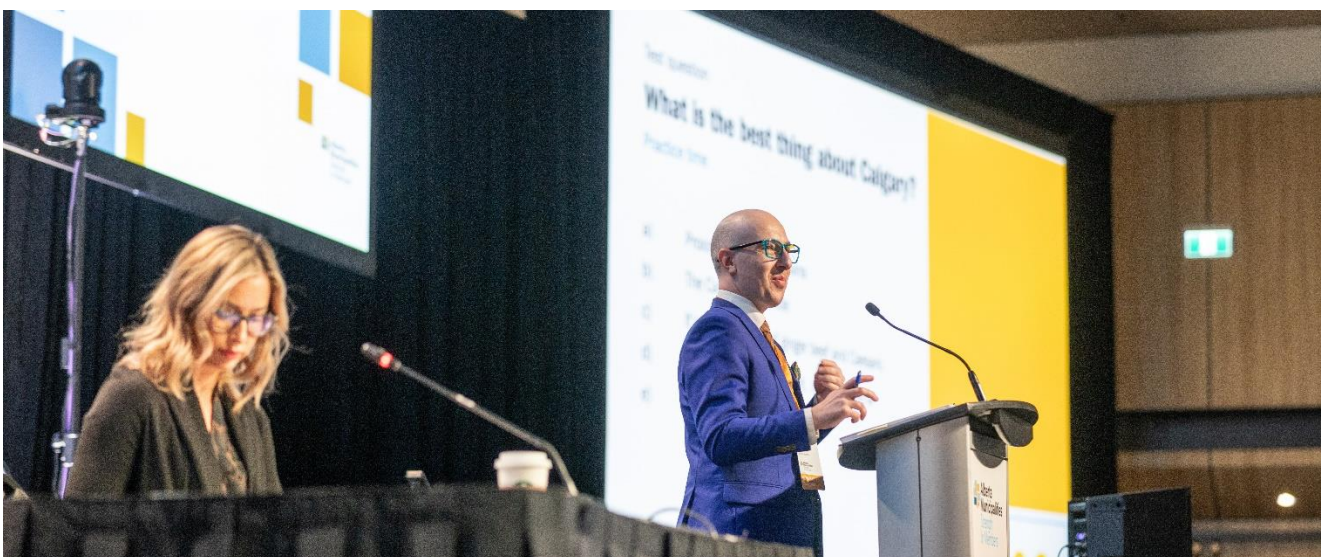
A resolution must not direct one or more municipalities to adopt a particular course of action or policy but must be worded as a request for consideration of an issue, including a call for action by ABmunis.

How to use this Resolutions Book?

Each elected official of a Regular Member municipality who registers for ABmunis' Convention has the right to vote on each resolution at ABmunis' Convention. If one or more members of your council will attend this year's Convention in Red Deer on September 25-27, 2024, then we encourage you to:

1. Review this resolutions book with your council.
2. Discuss if your council supports or opposes the proposed call to action in each resolution so that your elected delegates at Convention have that context when they vote in the resolutions session.

Note: During the Convention resolutions session, each elected official votes individually using their own device. Therefore, your council member(s) can choose to vote in accordance with the majority position of your council or their own personal view, if different. This is one reason we encourage councils to discuss each resolution in advance to increase transparency and understanding of viewpoints on resolution issues.



How can I participate in the Resolutions Session?

The 2024 Resolutions Session will take place on Thursday, September 26 as part of [ABmunis 2024 Convention and Tradeshow](#). The session will follow the process set out in sections 38 to 67 of ABmunis' [Resolutions Policy](#).

Who can speak to a resolution?

As outlined in the Resolutions Policy, elected representatives of Regular Members can speak to resolutions. Upon a motion from the floor, or at the discretion of the Resolutions Chair, a representative of an Associate Member (e.g. 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 who wishes to speak in opposition, seek clarification, or propose 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. Those participating virtually will be able use the Q&A function of Zoom to enter questions or comments, which will be read out by an ABmunis' staff member in turn with other members standing at the microphones.

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

How to propose an amendment to a resolution

A proposed amendment must be presented with your name, title, municipality, and the resolution title, along with the exact wording of the proposed amendment. All amendments must be seconded unless it is deemed a 'friendly amendment.'

Prior to the Resolutions Session

ABmunis encourages members to provide advance notice of any intent to propose an amendment to a resolution by emailing resolutions@abmunis.ca. This helps ABmunis to prepare and avoid potential delays during the Resolutions Session.

During the Resolutions Session – In Person Attendees

Hand deliver your proposed amendment in writing to both the ABmunis staff person sitting in the audio booth at the back of the room and to the Resolutions Chair.

During the Resolutions Session – Virtual Attendees

Type your proposed amendment in the Zoom chat function.

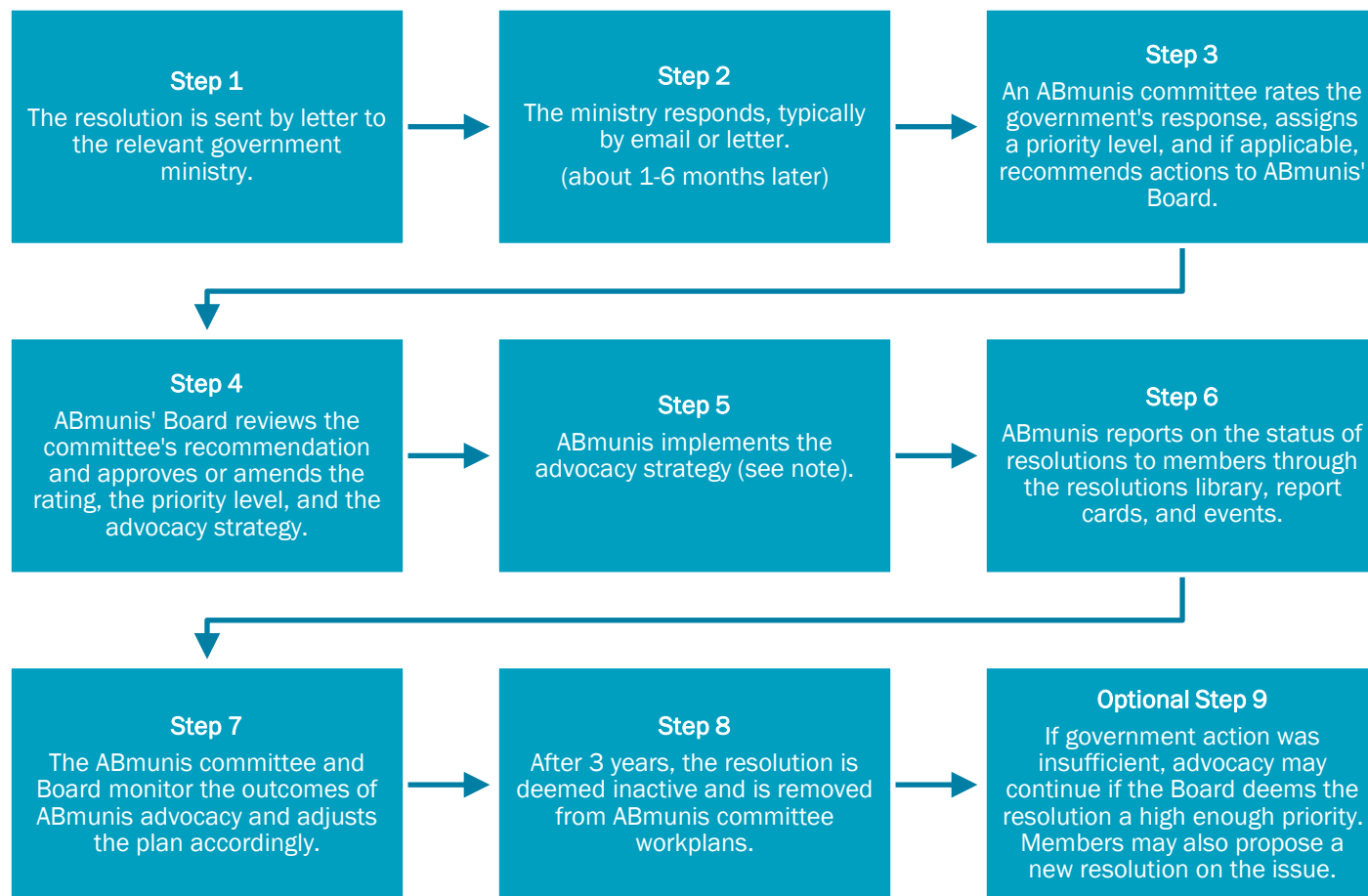
How to vote

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

Bring a laptop, smartphone, or other device that is internet enabled to the Resolutions Session. 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 vote result is posted, we will move on to the next resolution.

If you have any questions about this process, please contact resolutions@abmunis.ca.

What happens after members adopt a resolution?



Note: ABmunis' advocacy strategy will differ depending on the priority of the issue. If the Board deems a resolution to be a low priority, ABmunis will monitor the issue but may not take other action after sending the initial letter to the government. Whereas a resolution that is considered a high priority may lead to an advocacy strategy such as sending additional letters, seeking a meeting with a minister, premier, or senior staff, conduct research, strike an ad hoc working group, collaborate with other stakeholder organizations, engage media, conduct a public social media campaign, encourage members to take specific action, or other initiatives.

Status of previous resolutions

All resolutions that have been voted on by members over the previous fifteen years are posted in the [Resolutions Library](#) on ABmunis' website. The Resolution Library summarizes:

- the resolution,
- the response and any actions by the government,
- ABmunis' rating on whether the intent of the resolution has been met,
- ABmunis' rating on the priority of the issue, and
- ABmunis' actions to advocate for the issue.

The status of resolutions can also be viewed through ABmunis' new annual [resolution report cards](#).

2024 RESOLUTIONS

Category B - Issues Related to Alberta Municipalities' Strategic Initiatives

B1: Independent Office of Integrity for Local Government

Moved by: Town of Rocky Mountain House
 Seconded by: Town of Sylvan Lake, Town of Legal

WHEREAS the Municipal Government Act requires that municipalities must establish a code of conduct bylaw which governs the conduct of councillors with the intent to build and inspire public trust and confidence in local government by upholding high standards;

WHEREAS there is an inherent conflict in that fellow council members have to determine and enforce the actions of their peers in a structure that needs to be cooperative and collaborative for effective governance;

WHEREAS responsible conduct of elected officials, both individually and collectively as a council, is essential to sound, fair and effective governance;

WHEREAS the current structure of code of conduct legislation places the chief administrative officer and other municipal administration in a difficult position as they are tasked with hiring an investigator and coordinating the investigation of individuals who oversee their compensation and employment;

WHEREAS it would be fairer and more impartial if a third party assessed and determined if a code of conduct complaint was valid and if so, conducted the investigation and recommended appropriate actions warranted by any breach; and

WHEREAS local governments are best served by resources and tools that reflect the legislative framework for local government in Alberta, which is based on democracy, transparency and accountability.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the provincial government to establish an Independent Office of Integrity to serve the public, elected officials and local government officials in an advisory, educational and investigative role in the application and enforcement of council code of conducts.

BACKGROUND:

The sections of the Municipal Government Act (MGA) in regard to code of conducts came into force October 26, 2017, giving municipalities until July 23, 2018 to establish a code of conduct bylaw.

Under the previous MGA there was no requirements for a code of conduct and councillor conduct was addressed locally.

Municipalities can't remove councillors from office, but councillors can use codes of conduct to remove other councillors from committees and exclude them from some meetings. But councillors on the receiving end of those judgments argue that power can be wielded sometimes inappropriately.

Councils need to work collaboratively and cooperatively to effectively govern. This requires a concerted effort of working together and becoming a team that is respectful to each other and accepting different opinions. A code of conduct complaint can be counterintuitive to this essential aspect of a council in that it places council members in quasi-judicial role on a peer.

While the principle of code of conduct bylaws is important, it is just as important that it is implemented in a fair and unbiased manner. The creation of an independent third party such as an integrity office would alleviate this, whereas the office would evaluate and determine if a breach occurred, investigate and recommend disciplinary actions that are suitable to the breach.

The establishment of an inquiry office would also remove administration from being involved in any code of conduct process. This reinforces the dichotomy of council and municipal administration and potential conflict between the two.

ALBERTA MUNICIPALITIES' COMMENTS:

There has been no previous resolution on the matter; however, based on significant input from members, ABmunis has used previous provincial consultations on the MGA to recommend the creation of an independent office. In June 2024, ABmunis met with the Premier and Minister of Municipal Affairs who were both receptive to the idea. This led to Municipal Affairs using its July 2024 consultations on the development of regulations related to the Municipal Affairs Statutes Amendment Act (Bill 20) to include questions on how an Integrity Commissioner's Office could be structured, its extent of power, and the funding source. The approval of this resolution would provide further confirmation that ABmunis' members support the creation of an independent body to serve municipal councils in the investigation and recommendation of sanctions related to code of conduct violations.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Tracy Breese
Legislative Coordinator
Town of Rocky Mountain House
Legislative@TRMH.ca

Dean Krause
Chief Administrative Officer
Town of Rocky Mountain House
DKrause@TRMH.ca

B2: Allowance of Automated Vote Counting Systems in Municipal Elections

Moved by: City of St. Albert
 Seconded by: Town of Rocky Mountain House

WHEREAS the timely, accurate and efficient operation of municipal elections is essential to uphold the principles of democratic integrity and effective local government;

WHEREAS municipalities across Alberta have historically employed a variety of vote counting methods, ranging from manual counting of ballots to the use of automated vote counting systems that count paper ballots, that best enable them to facilitate local elections based on the unique demographics and structure of their municipality;

WHEREAS the Government of Alberta's Municipal Affairs Statutes Amendment Act, 2024 repeals the section of the Local Authorities Election Act that enables the use of automated vote counting systems, necessitating that municipalities solely employ the manual counting of ballots in future local elections, thereby running counter to the core principle of enabling local decision-making;

WHEREAS a municipal electoral ballot can contain many different votes, including a vote for mayor, multiple councillors, school board trustees, senate candidate nominations, and referendum or plebiscite questions, the complexity of which can both increase the risk of human error and the time required to complete a manual count;

WHEREAS municipalities have utilized automated vote counting systems at their discretion to effectively mitigate the complexity and time required to count ballots in order to produce accurate, reliable and timely election results;

WHEREAS the previous Local Authorities Election Act and current municipal bylaws include stringent, effective and tested regulations for the use of automated vote counting systems, in addition to the allowance of manual re-counts, which have ensured fair, accurate and authentic local elections for many election cycles;

WHEREAS the requirement of manual ballot counting will impose a financial burden on municipalities that have previously relied on automated vote counting systems, limit the ability to provide accurate, timely and reliable results, and increase the risk of delayed results and errors; and

WHEREAS some municipalities have not utilized manual vote counting in years or decades and would therefore incur significant risk in adapting alternative vote counting processes without precedent or corporate expertise, thereby increasing the likelihood of delayed results, errors, and cost escalation.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta to permit municipalities to utilize the vote counting system of their choice in the operation of their local elections, including automated vote counting systems, to ensure accurate, cost-effective and timely results for Albertan voters.

BACKGROUND:

On April 25th, 2024, the Government of Alberta tabled Bill 20, the Municipal Affairs Statutes Amendment Act, which makes substantive changes to the Local Authorities Election Act (LAEA). The bill repealed section 84 of the LAEA, which stated:

84(1). An elected authority may by bylaw provide for the taking of the votes of electors by means of voting machines, vote recorders or automated voting systems.

Further stipulations within this section referenced the allowance of electronic voting tabulators and included stringent requirements and regulations for the use of such equipment.

Bill 20 replaced this section with the following:

84. A local jurisdiction shall not provide for the taking or counting of votes by means of voting machines, vote recorders, automated voting systems or tabulators.

Many municipalities have used automated vote counting systems – such as electronic tabulators– over a large number of election cycles. These systems typically involve a voter filling out a paper ballot, which is then deposited in an electronic tabulator that records their votes; the technology utilized is similar to “scantron” automated test scoring systems that are used for educational exams in schools and post-secondary institutions across Alberta. Once a paper ballot’s votes have been recorded by the electronic tabulator, the paper ballot remains accessible should any errors or close results necessitate a manual re-count of the ballots.

The use of such systems allows for the effective and timely counting of ballots, some of which can contain over a dozen different individual votes, including votes for mayor, multiple councillors, school board trustees, senate nominees, provincial referendums, and local plebiscites. For example, in the City of St. Albert’s 2021 election, over 17,500 individual ballots were cast, with each ballot containing 7 separate votes, and 17 candidates elected or referendum questions answered out of over 50 options. Similar complex ballot dynamics exist among many municipalities in Alberta.

The previous LAEA enabled the use of automated vote counting systems at a municipality’s discretion, and also placed regulatory stipulations and requirements for their use; municipalities that utilized the equipment often included stricter stipulations for its use within their own election-regulating bylaws. The City of St. Albert’s Municipal Elections Bylaw 20/2017, for example, includes the following regulations:

- Requirements that the automated vote counting system has been tested, is in good working order and will provide accurate results;
- Requirements that the integrity of the automated vote counting system is protected through security measures designed to prevent unauthorized access or tampering of the system;
- Regulations for contingencies should an automated vote counting system malfunction.

Automated vote counting systems also allow for increased reliability and voter confidence in the use of complex ballots. For example, the City of St. Albert’s local election processes enable a voter to place their own marked paper ballot in an electronic tabulator; should the tabulator identify an error on the ballot, the voter will be given an opportunity to request a new ballot, ensuring that their votes are counted. Such contingencies and allowances would not be possible with a manual count, which would necessitate a degree of subjectivity to interpret unclear or improperly marked ballots and thus increase the risk of votes not being counted and vote counting errors.

Municipalities that utilize automated vote counting equipment have also invested notable resources in their operation and regulation; for example, the City of St. Albert regulates the use of electronic tabulators in its Municipal Elections Bylaw¹ and signed a contract with a value of \$55,000 to utilize 31 tabulators in its most recent election. The requirement to utilize manual vote counting will require a broad overhaul of municipal bylaws that regulate elections in municipalities that have utilized automated vote counting systems and will necessitate the design and operation of new vote counting processes in addition to the contracting and/or training of vote counting personnel. Collectively, this will impose financial burdens on affected municipalities due to the resources required to enact an overhaul of this scale to design and employ a new electoral process.

Furthermore, the lack of recent precedence on the utilization of manual vote counting in addition to the lack of corporate knowledge will increase the risk of delay, errors and other related issues for municipalities that have not recently utilized manual vote counting to tabulate complex ballots, which could negatively impact the ability for municipalities to provide timely, effective, and efficient elections. Such delays and errors could undermine the trust

¹ City of St. Albert – Municipal Elections Bylaw 20/2017

https://stalbert.ca/site/assets/files/30875/consolidated_municipal_elections_-_by_bylaw_25-2023.pdf

of residents in their local government's ability to uphold the principles of democratic integrity and effective local government.

Allowing municipalities to employ the vote counting system of their choice and design – whether through a manual count or the use of electronic tabulating equipment – will ensure that they can provide reliable, accurate, and timely elections for their residents, and will maintain the tradition of trust in the municipal electoral process that has been held by Albertans for generations. Furthermore, the autonomy to make a decision such as this is best suited to occur locally, amongst those who know and understand their communities the greatest.

ALBERTA MUNICIPALITIES' COMMENTS:

When the Government of Alberta introduced Bill 20, the Municipal Affairs Statutes Amendment Act, 2024 during the spring 2024 legislative session, Alberta Municipalities highlighted concerns with the removal of electronic tabulators amongst other concerns with Bill 20. The Government of Alberta has stated that the intent of removing the use of voting machines and tabulators is to increase trust in local election processes. If this resolution is approved, it would be forwarded to the Government of Alberta for response. Further advocacy would be recommended to the ABmunis' Board by the Municipal Governance Committee within the context of related priorities and positions.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Monty Killoh
Advisor
Government Relations
City of St. Albert
mkilloh@stalbert.ca

Trevor Duley
Senior Manager
Government/Indigenous Relations & Environment
City of St. Albert
tduley@stalbert.ca

B3: Provincial Education Property Tax Reform

Moved by: City of St. Albert
 Seconded by: Town of Penhold

WHEREAS local public infrastructure such as transportation, water/wastewater utilities, stormwater management, and other local priorities are vital to the sustainability of municipalities and the quality of life for Albertans such as recreation and community facilities;

WHEREAS municipalities across Alberta have highlighted the need for increased municipal infrastructure funding and alternative financing mechanisms and policies to maintain existing infrastructure, build new infrastructure, and support community growth, through the adoption of several associated resolutions at the 2023 Alberta Municipalities Convention;

WHEREAS provincial revenue-sharing with municipalities does not meet the need for local public infrastructure investment, as it has decreased from \$420 per Albertan in 2011 to \$186 in 2024, while municipalities face increasing fiscal pressures related to population growth and high inflation-driven construction costs¹;

WHEREAS the Government of Alberta's 2024-27 Fiscal Plan expects that municipalities will collect over \$2.7 billion in provincial education property tax in 2024 on behalf of the province, and predicts this figure will grow by 4.3% a year to \$3 billion in 2026-27²;

WHEREAS on behalf of the Government of Alberta, municipalities collect \$1 billion more for provincial revenue via the provincial education property tax than what they receive in total provincial funding for municipal infrastructure via the Local Government Fiscal Framework (LGFF), competitive grant programs, and other one-time capital investments; and

WHEREAS the 2023 mandate letter for the Minister of Municipal Affairs directs the ministry to review the feasibility of amending the provincial education property tax to assist municipalities with retaining more funding for local priorities.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta to action the Minister of Municipal Affairs' mandate letter from the Premier, to review the provincial education property tax to assist municipalities with retaining more funding for local priorities, with the outcome being that municipalities receive provincial funding for municipal infrastructure equal to or greater than what is collectively requisitioned in provincial education property tax on an annual basis for the Government of Alberta.

BACKGROUND:

The collection of the provincial education property tax by municipalities in its current form was established by the Government of Alberta in 1994. Based on equalized assessment value, the province calculates each year the amount of provincial education property taxes that a municipality must transfer to the Government of Alberta. Municipalities are subsequently responsible to calculate the amount of provincial education property taxes to be charged to each property based on their assessed property values. As the provincial education property tax is typically billed to residents in combination with their municipal property taxes, residents may be unaware that approximately 30% of their property tax bill is submitted to the province – it is a reasonable expectation that local property taxes billed by a municipality will fund the services and infrastructure needs within their local community.

¹ Alberta Municipalities – Preliminary Analysis on Alberta's 2024 Budget, pg. 5 - <https://www.abmunis.ca/system/files/2024-03/ABmunis%20Preliminary%20Analysis%20on%20Alberta%27s%202024%20Budget.pdf>

² Government of Alberta's 2024-27 Fiscal Plan, Page 63 - <https://open.alberta.ca/dataset/23c82502-fd11-45c6-861f-99381fff748/resource/3782cc8f-fdc4-4704-9c50-07fc36e05722/download/budget-2024-fiscal-plan-2024-27.pdf>

The Government of Alberta's 2024-27 Fiscal Plan notes that municipalities are expected to collect \$2.7 billion worth of provincial education property tax in 2024-25, and that this revenue will grow by 4.4% per year to \$3 billion in 2026-27¹.

As the provincial education property tax is tied directly to property assessment values, growth in assessment and new development means that growing municipalities have seen their associated tax requisition increase in 2024 despite a provincial freeze on the tax rate. This increase is especially tangible for municipalities witnessing exceptional growth in development and assessment values, which in effect causes them to become victims of their own success as their provincial education property tax rates increase along with their growth in assessed property values.

The 2023 Mandate Letter for the Ministry of Municipal Affairs directed the Minister to “review the feasibility of amending the provincial education property tax to assist municipalities with retaining more funding for local priorities.” At the 2024 Alberta Municipalities Spring Municipal Leaders Caucus, Premier Danielle Smith noted that the Province will provide more public infrastructure funding to municipalities in 2024 – approximately \$3.6 billion total – than what municipalities collect in Education Property Tax, if all infrastructure spending is included in addition to LGFF allocations. Analysis by Alberta Municipalities found this assertion is accurate if inclusive of federal funding for local infrastructure allocated by the province and spending on provincially-owned highways and bridges; due to these funding allocations either being dissociated from provincial revenues and spending, or from funding municipally owned and operated infrastructure, a more accurate figure of \$1.73 billion is being spent on local infrastructure, which is \$1 billion less than what municipalities will collect in provincial education property tax in 2024².

Should the Government of Alberta reform the provincial education property tax and/or revenue sharing mechanisms with municipalities to be equal to or greater than what they collect in education property tax, the additional \$1 billion in funding would bridge the municipal infrastructure funding gap that exists when current LGFF Capital funding compared with historical funding for municipal public infrastructure³.

Reforming the education property tax in this manner would provide municipalities with the needed fiscal capacity to maintain and build infrastructure to support the quality of life Albertans expect from their local and provincial governments.

There may be some instances across Alberta Municipalities' membership base where individual municipalities currently receive more funding in provincial grants than what they collect in provincial education property tax. The active resolution clause has been worded to consider this factor, as the intent is not to lead to decreased funding for any municipality, but to be equal or greater than what they are individually requisitioned in provincial education property tax.

ALBERTA MUNICIPALITIES' COMMENTS:

Over the years, members have approved numerous resolutions on the issue of provincial property taxes with the most recent resolution in 2020, which called for the Government of Alberta to take over responsibility for the collection of provincial property taxes. The Government of Alberta's response was that the current system provides for the most efficient method of collecting provincial property taxes. Through the development of the Local Government Fiscal Framework Capital program, ABmunis also highlighted and advocated against the growing gap between provincial property taxes and provincial capital funding provided to municipalities.

¹ Government of Alberta's 2024-27 Fiscal Plan, Page 63 - <https://open.alberta.ca/dataset/23c82502-fd11-45c6-861f-99381fffc748/resource/3782cc8f-fdc4-4704-9c50-07fc36e05722/download/budget-2024-fiscal-plan-2024-27.pdf>

² Alberta Municipalities – Breaking Down Alberta's Capital Support for Municipalities in 2024. <https://www.abmunis.ca/news/breaking-down-albertas-capital-support-municipalities-2024>

³ Alberta Municipalities: Let's Talk About Infrastructure - <https://www.abmunis.ca/advocacy-resources/infrastructure/lets-talk-about-infrastructure>

Since the release of the Premier’s 2023 mandate letter, ABmunis has sought regular updates from ministers on the government’s progress and to date has been informed that the review is still under work. If this resolution is passed, it will be forwarded to the Government of Alberta for response. Further advocacy would be recommended to ABmunis’ Board by the Municipal Governance Committee within the context of related priorities and positions.

RESOLUTION CONTACT:

Prior to the vote at ABmunis’ Convention, any questions about this resolution may be directed to:

Monty Killoh
Advisor
Government Relations
City of St. Albert
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Trevor Duley
Senior Manager
Government/Indigenous Relations & Environment
City of St. Albert
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B4: Restoring Provincial Grants in Place of Taxes (GIPOT) Funding

Moved by: Town of High Prairie
 Seconded by: Town of Mayerthorpe

WHEREAS properties owned by the Government of Alberta are exempt from municipal property taxes, but the province provides a Grants in Place of Taxes (GIPOT) program to fund municipalities for the municipal services provided to provincial properties;

WHEREAS the Provincial budgets since 2019-2020 have made significant reductions in GIPOT funding to all municipalities across Alberta;

WHEREAS Budget 2024-25 has provided an increase of \$2.1 million in the GIPOT funding to reflect the rising assessment and construction of new provincial government infrastructure;

WHEREAS despite increases in Budget 2023 and Budget 2024, GIPOT's 2024 budget of \$38.1 million is still well below past funding levels of \$60 million before the province cut the program budget in 2019-20; and

WHEREAS these reductions have placed an unfair and disproportionate burden on municipal ratepayers.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the reinstatement of full funding, at a minimum to the 2019/20 funding level of \$60 million, for all properties that are eligible for GIPOT.

BACKGROUND:

The provincial government reduced the GIPOT program by 25% in 2019/20 and a further 25% in 2020/21, for a total reduction of 50% compared to 2019/20. The overall program funding reductions related to these changes in the 2019/21 provincial budgets were significant, impacting almost all municipal units in Alberta. GIPOT's 2024 budget of \$38.1 million is still well below past funding levels of \$60 million before the program cuts by the provincial government in 2019/20.

Historically the revenue flows to the municipalities were based on the taxes the Crown would pay if the properties were not exempt from taxation. This change in funding has effectively downloaded costs to the ratepayers within the municipalities.

This gap in provincial funding points to the need for the province to recognize the essential role that the day-to-day municipal services play in supporting provincial building and properties.

Both Alberta Municipalities and the Rural Municipalities of Alberta have been advocating for a more equitable and fair funding of properties which fall under the GIPOT classification.

ALBERTA MUNICIPALITIES' COMMENTS:

GIPOT funding has been a priority of ABmunis for many years dating back to 2016 when members were encouraged to participate in a letter writing campaign to express concerns with changes to the program. In recent years, ABmunis has highlighted how reductions in GIPOT are one of many examples of how hundreds of millions of dollars have been downloaded onto municipalities between 2017 and 2023. Overall, this resolution aligns with ABmunis' advocacy on municipal financial health and municipal funding. If the resolution is passed, it will be forwarded to the Government of Alberta for a response and further advocacy recommended to ABmunis' Board by the Municipal Governance Committee within the context of other priorities.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Brian Panasiuk
Mayor
Town of High Prairie
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Bill McKennan
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B5: Small and Remote Municipalities Need Regional Economic Development Alliances (REDAs) to Thrive

Moved by: Town of Mayerthorpe
 Seconded by: Town of Coalhurst

WHEREAS the Municipal Government Act (MGA) R.S.A. 2000, Chapter M-26, Section 3 – Municipal Purposes states “the purposes of a municipality are (3)(a) to provide good government, (3)(a.2) to foster the economic development of the municipality, (3)(b) to provide services, facilities or other things that, [...] are necessary or desirable for all or part of a municipality; and, (3)(c) to develop and maintain safe and viable communities;

WHEREAS the Government of Alberta’s Economic Development in Rural Alberta Plan (EDRAP) document clearly identifies REDAs as essential partners in the work to grow Alberta’s rural economy through “*continued collaboration and investment in Regional Economic Development Alliances*”;¹

WHEREAS the Premier’s 2023 mandate letter to the Minister of Jobs, Economy and Trade specifically instructs the Minister to work with REDAs by “collaborating with partner organizations, including Regional Economic Development Alliances, to enhance wayfinding services and other business-attraction initiatives for investments under approximately \$50 million”;²

WHEREAS the Government of Alberta (GoA) has embraced a more than 20-year partnership with REDAs and their members to undertake regional economic development initiatives of mutual interest and this partnership has positioned Alberta as a leader in the delivery of regional economic development;

WHEREAS most rural Alberta communities are served by one of the nine REDAs and many small urban and remote municipalities rely on REDAs for economic development service delivery due to limited budget capacity; and

WHEREAS an innovative solution can be implemented to budget for long-term, consistent provincial funding for REDAs to ensure small and remote municipalities continue to have access to economic development services thus ensuring vital growth in Alberta’s economy.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Minister of Jobs, Economy and Trade and the Government of Alberta as a whole to implement measures for the provision of continuous, stable funding for the nine existing REDAs, supporting each with a budget of \$225,000 per year consisting of \$125,000 per year in operational funding and \$100,000 per year in project funding.

IT IS FURTHER RESOLVED THAT Alberta Municipalities advocate for a Memorandum of Understanding between the Government of Alberta and the current REDA Chairs to develop a clear purpose and program structure for the REDAs, inclusive of a stable, long-term, collaborative approach to funding.

BACKGROUND:

Over 20 years ago, the GoA envisioned a way for groups of municipalities within a geographic region to collaborate on mutually beneficial economic development initiatives and the REDAs were born. Based on an “all for one and one for all” concept, REDAs undertook projects aimed at building economic resiliency in small and remote rural areas where limited capacity meant that economic development was worked off the side of someone’s desk.

¹ Government of Alberta’s Economic Development in Rural Alberta Plan, page 14 - <https://open.alberta.ca/publications/economic-development-in-rural-alberta-plan>

² 2023 Mandate letter to the Minister of Jobs, Economy and Trade <https://open.alberta.ca/publications/mandate-letters-to-ministers-2023>

REDAs are member-driven organizations that utilize strategic planning to develop regional priorities. Historically, REDAs have tried to align themselves with provincial priorities wherever possible to maximize results for the entire province. Uniquely positioned to help the GoA deliver the Alberta Advantage in rural areas, REDAs are trusted bridges between the provincial government and their member municipalities building and maintaining networks of local, strategic relationships and expanding much needed growth opportunities.

Funding for REDAs has fluctuated over their history. Up until 2011, most REDAs were staffed and managed by GoA employees from regional offices and each had multiple employees and budgets that ranged between \$400,000 and \$500,000. In 2011, REDA funding was cancelled, and offices closed. The member municipalities of the day chose to continue supporting the work and the organizations received specific project funding from the GoA. Outcomes suffered and REDAs struggled until 2014.

REDA Renewal began as a research project to determine the potential opportunity to be found in renewing the partnership and working with the GoA to set the direction for the re-invigorated collaboration. Agreements were signed that saw each REDA provided with \$100,000 per year in operational support and a mandate to align with provincial priorities to deliver certain outcomes.

During the fiscal years of 2016-18, the REDA-CARES funding stream was created, enabling each REDA to receive \$200,000 in operational and project funding. It required REDAs to submit project plans to their GoA counterparts. The measure returned significant value to the province for that investment.

Sweeping budget cuts in 2019-20 saw REDA funding slashed to \$50,000 each. REDAs continued their work, demonstrating value and, in 2022, the GoA provided a one-time top up of \$25,000 for projects. Then, in 2023, the GoA returned the REDAs to \$125,000 per year in operational support and expressed strong government support for the value of the partnership.

On January 19, 2024, the Minister of Jobs, Economy and Trade announced the GoA's intention to defund the current REDA program. This abrupt announcement will impact every REDA member across the province. With the potential to impact roughly half of ABmunis' members, this is a matter of great consequence. For all current REDA member municipalities, it will likely mean requests for larger municipal funding contributions.

Many REDA members are small communities with limited capacity. They will have to choose between their fiscal responsibilities and their economic development goals. For the smaller REDAs, the untenable choice their members face could mean the dissolution of more than one REDA.

Even for the larger REDAs, the GoA's decision to defund will have consequences. Without operational funding support, REDAs will have fewer dollars for meaningful projects. And, like the smaller REDAs, communities with limited fiscal capacity could be forced to withdraw from participation, further straining the REDA's budget.

The County of Paintearth No. 18 presented a resolution on the floor at the Rural Municipalities of Alberta Spring 2024 Conference. Receiving overwhelming support, RMA will advocate for a stable funding agreement for the nine REDAs and a renewal of the partnership between the REDAs and the GoA.

ALBERTA MUNICIPALITIES' COMMENTS:

The resolution is consistent with a Request for Decision (RFD) that was passed by members at ABmunis' Spring 2024 Municipal Leaders' Caucus. The Government of Alberta's response to that RFD was that it still intends to proceed with its plan to transition out of providing operational funding to REDAs. 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.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Janet Jabush

Mayor

Town of Mayerthorpe

Janet.Jabush@mayerthorpe.ca

B6: Family & Community Support Services (FCSS) Funding Increase

Moved by: City of Airdrie
 Seconded by: Town of Crossfield

WHEREAS the Family & Community Support Services (FCSS) program promotes and enhances the well-being of Albertans, families and communities by funding preventive programs intended to help individuals adopt healthy lifestyles, improve their quality of life and build capacity to prevent and deal with crisis situations should they arise¹;

WHEREAS FCSS is an 80/20 funding partnership between the Government of Alberta and more than 318 participating municipalities and Metis settlements;

WHEREAS between 2015 and 2022 provincial funding for FCSS was stagnant and the \$5 million increase, to a total of \$105 million, in 2023 does not adequately reflect the need for services in Alberta communities;

WHEREAS in October 2023, the Family and Community Support Services Association of Alberta called on the Alberta Government to increase total funding to \$130 million allowing FCSS programming to be maintained and for the fund to be indexed to inflation; and

WHEREAS investment in prevention creates a sustainable system of local support for Albertans, families and communities and by not increasing FCSS funding to take into account inflation and population growth the result will be a decrease or elimination of critical programs and services.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta to immediately increase provincial funding for Family and Community Support Services commensurate to population growth and annual inflation rates to adequately and sustainably fund necessary prevention programs and services in communities across Alberta.

BACKGROUND:

Family and Community Support Services (FCSS) has provided funding for vital programs and services to residents in municipalities across Alberta since 1966. Today, eligible services under FCSS must be preventative in nature and may include initiatives and programs that help communities:

- identify their social needs and develop responses;
- promote, encourage and support volunteer work in the community;
- inform the public about services;
- support children and their families' social development;
- help families enrich and strengthen family life and function more effectively in their own environment; and,
- enhance retired and semi-retired people's quality of life.²

Previous FCSS funding resolutions were adopted at Alberta Municipalities' Conventions in 2006, 2007, 2010 and 2014. The Government of Alberta increased funding to a total of \$100 million in 2015 and added an additional \$5 million in 2023. Provincial funding increases have not kept pace with population growth or inflation. From 2000-2023 Alberta added nearly 1.7 million people and inflation averaged 2.25% per year over the same time period. Quickly eroding any additional funds provided by the province and municipalities.

In October 2023, the Family and Community Support Services Association (FCSSA) of Alberta requested an additional \$25 million, a 24% increase, in funding from the Government of Alberta to fund FCSS programs. Noting that preventive programming significantly reduces the amount of money that needs to be invested in health care, mental health, addictions, and the justice system.

^{1, 2} Government of Alberta, Family and Community Support Services (FCSS) program, <https://www.alberta.ca/family-and-community-support-services-fcss-program>

“Every dollar invested in preventive services saves us \$7 to \$12 in future spending on justice, health care and addictions. As our provincial priorities focus on critical social issues, Albertans have never needed FCSS more than today.”

Murtaza Jamaly, President
Family and Community Support Services Association of Alberta
October 3, 2023

FCSSA is a member-driven organization that was established in 1981 to bring FCSS programs from across the province together to connect, collaborate, and to maximize resources.

A funding increase of \$25 million to \$130 million would help to maintain current FCSS programming levels across the province according to the FCSSA. No additional funding was allotted to FCSS in the 2024 Alberta Budget. Should provincial funding be increased, municipalities would need to increase contribution rates to maintain the 80/20 funding partnership required under the *Family and Community Support Services Regulation*. It should be noted that many municipalities are currently contributing more than 20% to local prevention programs.

ALBERTA MUNICIPALITIES' COMMENTS:

This resolution aligns with ABmunis' past advocacy where the unchanged level of FCSS funding from 2015-16 to 2022-23 and again in 2024-25 represent a downloading of costs onto municipal governments. The resolution aligns with ABmunis previous advocacy to seek an increase in FCSS funding to keep pace with Alberta's growth and costs of services. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to the ABmunis Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Leona Esau
Intergovernmental Liaison
City of Airdrie
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B7: Alberta First Responders Radio Communications System Equipment Funding

Moved by: Town of Strathmore
 Seconded by: Village of Rockyford, Town of Mayerthorpe

WHEREAS a provincewide radio system helps first-responders, such as police, fire, and ambulance, coordinate to improve safety and response times;

WHEREAS it is the province's mission to provide quality, cost effective, secure, reliable, accessible land mobile radio communications supporting all Alberta first responders;

WHEREAS the Alberta First Responders Radio Communications System (AFRRCS) is a two-way radio network launched in 2016 to be used by first responders in municipal, provincial and First Nations agencies across the province;

WHEREAS the Alberta First Responders Radio Communications System was designed to allow agencies to share talk groups, allowing inter-agency communications to be achieved in a powerful fashion; and

WHEREAS not all municipalities have access to the Alberta First Responders Radio Communications System due to a lack of available funds for equipment.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to provide financial support for municipalities with a population of less than 3,000, and for regional groups, to obtain equipment necessary to participate in the Alberta First Responders Radio Communications System (AFRRCS).

BACKGROUND:

The Alberta First Responders Radio Communications System (AFRRCS) is the provincewide radio system that helps first-responders, such as police, fire, and ambulance, coordinate to improve safety and response times.

AFRRCS Operations, Maintenance and Sustainability (OMS) is responsible for the maintenance of the system and network to allow communications encompassing 335 sites and over 33,000 devices. The system is monitored 24/7, 365 days a year by the System Control Centre (SCC). There has been substantial provincial investment to build the infrastructure of the system across the province, while encouraging all relevant stakeholders to participate to achieve complete inter-operability Alberta-wide.

First responder agencies are eligible to use the system on a no-cost basis. Approved secondary responders are permitted to use the system with a yearly fee. This does not include the expense of equipment, which can cost \$5,000 to \$15,000 per radio unit. For context, a larger community like Strathmore required a \$250,000 investment to furnish the number of radios required to support the detachment.

The system has been operational since July 2016, but not all municipalities in Alberta are current participants due to the investment required in the radios needed to access the system. Unfortunately, the outlay of dollars for these radios is cost intrusive to many budgets in towns, villages and counties with vast space and smaller populations.

The Town of Strathmore prioritizes Community Wellness as a part of its strategic plan – putting emphasis on the value of the health of residents, and focusing on the maintenance, protection, and improvement of services that support optimum lifestyles. Alberta has one of the largest and fastest growing populations in the country and Strathmore has seen its share of growth. With a population of nearly 15,000 it is imperative that additional available safety measures be accessed, not only by the Town, but extending to the surrounding communities. It is these smaller community partners who should not be overlooked, as everyone works together to contribute to

the safety of Albertans. Those wearing the same uniform should be afforded the same access to communication systems to achieve the greatest benefit. It puts residents at a disadvantage and overall risk when not all villages, towns, and smaller municipalities in the province share in the amazing tool that is the Alberta First Responders Radio Communications System. Strathmore has extensive firsthand experience in the challenges faced with communications when working together with neighbouring municipalities to respond to major incidents along Highway 1 who are not all on the same system. These learnings highlight the importance of these tools.

Alberta Municipalities has advocated for collaboration between communities, and putting everyone on an equal footing with access to use of core resources that pertain to the safety and well-being of Albertans should be considered.

The proposal before Alberta Municipalities' members is to advocate that the Government of Alberta provide financial support for the purposes of obtaining the required resources, in the form of emergency service radios, to access the AFRRCS. The proposed action would be in alignment with the Government of Alberta's mission to support rural economic development. Smaller communities building their support systems serves to deliver on this by having the same advantages as larger urban centres.

The health and safety of all Albertans is a priority and ensuring that the delivery of care by those first responders who know their communities best – through access to cost effective, secure, reliable, accessible land mobile radio communications that benefit everyone.

ALBERTA MUNICIPALITIES' COMMENTS:

This resolution aligns with past ABmunis advocacy on the need to support municipal access to AFRRCS. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to the ABmunis Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Johnathan Strathdee
Manager of Communications, Marketing & Legislative Services
Town of Strathmore
johnathan.strathdee@strathmore.ca

B8: Declining Fire Department Services Across Alberta

Moved by: Village of Mannville
 Seconded by: Town of Vegreville, Town of Smoky Lake

WHEREAS small communities across Alberta rely on volunteers to serve as firefighters and first responders and therefore, having a sufficient number of volunteer firefighters is essential to the health and safety of each community;

WHEREAS businesses that employ volunteer firefighters do not currently receive a tax credit for doing so;

WHEREAS provincial Fire Services Training Program funding increases are necessary for small community firefighter training; and

WHEREAS the Government of Canada's former Joint Emergency Preparedness Program (JEPP) for fire/emergency training and equipment is no longer available.

THEREFORE, BE IT RESOLVED THAT Alberta Municipalities:

1. advocate to the Government of Canada to create a business tax credit for businesses that allow employees who are volunteer firefighters to attend calls during business hours; and
2. advocate to the Government of Canada to reinstate the Joint Emergency Preparedness Program.

BACKGROUND:

Over the past several months, there have been several instances where the Village of Mannville's local fire department has not been able to respond to calls due to the dwindling numbers of volunteer members. In addition to the decline in members, there are several existing members that are unable to leave their place of employment to attend emergency calls.

The Government of Alberta (GOA) reinstated the Fire Services Training Grant (FSTP) in 2022 providing a maximum grant of \$10,000 per application. The grant is to financially assist municipalities to ensure fire services are adequately trained to address the community's risks and levels of service. It would be helpful if the overall program funding of \$500,000 were increased to provide all municipalities opportunities to receive this funding, plus keep pace with inflationary increases in training costs.

The Federal Government cut the Joint Emergency Preparedness Program (JEPP) in 2013. The JEPP was used to fund major capital purchases for fire departments. Reinstating a modernized JEPP would reduce deferred equipment purchases due to fiscal pressures. This grant is imperative as the longer these purchases are deferred the higher the risk to community safety.

ALBERTA MUNICIPALITIES' COMMENTS:

In its 2024-25 budget, the Government of Canada increased the Volunteer Firefighters Tax Credit from \$3,000 to \$6,000 to help support volunteer firefighters.

ABmunis has advocated on issues related to emergency management in the past. The provincial government and other organizations are undertaking reviews and working groups to improve wildfire response from numerous perspectives. If the resolution is passed, it will be forwarded to the Government of Canada for a response and further advocacy would be recommended to the ABmunis Board by the Infrastructure Committee within the context of related priorities and positions.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Jennifer Hodel
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Village of Mannville
cao@mannville.com

B9: Preventative Psychological Services Support for Municipal First Responders and Emergency Dispatchers

Moved by: City of St. Albert
 Seconded by: Town of Mayerthorpe

WHEREAS the Government of Alberta has stated that improving emergency medical services response times is a priority;

WHEREAS municipalities support emergency medical service response through their provision of first responder services (firefighters, police officers, peace officers, and in some instances, paramedics) and emergency dispatcher services, with these services often working in coordination with Alberta Health Services' emergency medical response;

WHEREAS in supporting emergency medical response, municipal first responders and emergency dispatcher services can be exposed to traumatic incidents that cause psychological injury, including post-traumatic stress disorder (PTSD), which may require treatment and extended medical leave, reducing municipal capacity to support emergency medical service response;

WHEREAS the Workers Compensation Act permits for the presumptive coverage of traumatic psychological injuries for first responders and emergency dispatchers, resulting in municipal taxpayers funding both the coverage required for recovery and return to service through increased premiums, in addition to the overtime required by active-duty personnel to cover such absences;

WHEREAS the provision of preventative psychological services reduces the frequency and severity of psychological injuries for first responders and emergency dispatchers, enabling fewer associated medical leaves and a more consistent and reliable roster of personnel on active duty;

WHEREAS the provision of preventative psychological services improves the mental health, well-being, and resiliency of first responders and emergency dispatchers, strengthening their ability to perform their emergency medical response duties; and

WHEREAS a more consistent and resilient roster of first responders and emergency dispatchers would both strengthen emergency medical service response times while also reducing the burden on taxpayers to cover associated Workers Compensation Act claims and overtime coverage for absences.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta to provide a grant or funding mechanism to municipalities to provide preventative psychological services to municipal first responders and emergency dispatchers to reduce the risk of psychological injury and the associated burden on taxpayers to treat such injuries, in addition to bolstering emergency medical services response services in Alberta.

BACKGROUND:

The Workers Compensation Act defines "first responders" as firefighters, paramedics, peace officers, or police officers. The WCB, in its publication on *Presumptive Coverage for Traumatic Psychological Injuries (First Responders, Emergency Dispatchers and Correctional Officers)*, notes that "presumptive coverage for psychological injuries" sustained by first responders, emergency dispatchers and correctional officers is provided in certain situations¹. This coverage demonstrates a recognized occupational risk for first responders and emergency dispatchers to be exposed to traumatic situations that cause psychological injuries, in addition to a need to receive treatment and undergo recovery. Municipal taxpayers are financially impacted by this coverage and associated treatment costs

¹ https://www.wcb.ab.ca/assets/pdfs/workers/WFS_Presumptive_coverage_for_traumatic_psychological_injuries.pdf

through WCB premiums their municipality must pay. For the City of St. Albert, WCB premiums have been in a surcharge (over standard industry rates) for the past five years due to psychological injury claims.

Many municipalities in Alberta provide first-responder and other associated services, such as fire services, emergency dispatchers, and – in some cases – paramedics. The employees who work in these roles can be exposed to traumatic events which cause the equivalent of a psychological injury (e.g., Post-Traumatic Stress Disorder). Some psychological injuries necessitate the filing of Workers Compensation Board (WCB) claims and associated leaves of absences to manage the psychological trauma and duress associated with these events, which results in:

- Higher WCB premiums being funded by municipal taxpayers;
- A reduction of personnel available for active duty that necessitates the use of staff overtime for coverage, which is also funded by municipal taxpayers; and/or
- Reduced capacity to support emergency medical response.

Municipal first responders also support emergency medical response work under the responsibility of Alberta Health Services in situations where provincial resources are delayed, exposing these municipal first responders to risks of psychological injuries. In any case, leaves of absences for first responders to recover from psychological injuries reduces the capacity of municipal first responders to bolster provincial emergency response services.

As the consequences of psychological injuries impact the service provision of first responders and emergency dispatchers, organizations have been increasingly introducing preventative psychological services into their onboarding and professional development programs. One such service being utilized is the “Before Operational Stress” (BOS) program, which offers participants a robust, self-directed learning regiment – in addition to sessions facilitated by mental health clinicians – that covers topics such as the physiology and markers of operational stress, cognitive impacts, emotions and behaviour change, and communication. The program prepares participants to manage their operational stress, such as the experience of traumatic events, in a healthy and structured manner. Participation in the BOS program can:

- Improve mental health symptoms (e.g., depression, anxiety, substance use and Post-Traumatic Stress Disorder);
- Equip first-responders with tools to manage workplace stress; and
- Enhance the sense of control over workplace stress and mental health.

A 2021 peer-reviewed study of the BOS program found statistically significant improvements in symptoms of PTSD, quality of life, stigma, and perceived social support in participants, in addition to other benefits such as improvements in symptoms of depression, anxiety, stress, alcohol use, as well as emotional regulation and resilience. The reduction in these symptoms aligns with efforts to reduce the frequency and severity of psychological injuries requiring a leave of absence and treatment for first responders and emergency dispatchers; furthermore, the stated benefits also support efforts to build resiliency among first responders, strengthening their service provision. Other supplemental preventative psychological service initiatives could further support this effort.

As improving emergency medical response services is a provincial priority, the provision of a grant by the Government of Alberta to fund the provision of preventative psychological services for first responders and emergency dispatchers would support this objective. Through improving the mental health symptoms of personnel who witness traumatic events, the risk of both receiving a psychological injury and requiring a WCB-funded leave of absence for treatment would be reduced, enabling a more consistently full roster of first responders and emergency dispatchers available to support emergency medical response. Encouraging and enabling municipalities to provide this service to their first responders and emergency dispatchers would reduce their risk of psychological injury, strengthen and maintain the roster of available municipal first responders, and reduce the burden on municipal taxpayers for the provision of services that support provincial health care service delivery priorities.

ALBERTA MUNICIPALITIES' COMMENTS:

This resolution aligns with past ABmunis advocacy on the need to provide psychological supports to first responders. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to the ABmunis Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

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City of St. Albert
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Trevor Duley
Senior Manager
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B10: Establishing a Provincial Level of Service for Emergency Social Services

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

WHEREAS there is currently no provincial level of service for Emergency Social Services support when hosting external communities from outside of their jurisdiction;

WHEREAS host municipalities each set a Level of Service for Emergency Social Services resulting in significant inconsistency among host municipalities;

WHEREAS there have been inconsistent answers from the province regarding what Emergency Social Services costs are eligible for cost recovery, resulting in host municipalities having to absorb expenses that have later been determined as ineligible for cost recovery; and

WHEREAS there was a record number of community evacuations in Alberta in 2023 and the frequency, severity; and duration of emergency evacuations is increasing.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for a provincial Level of Service for Emergency Social Services as a framework for providing support to external communities from other jurisdictions in Alberta or from out of province.

FURTHER BE IT RESOLVED THAT the proposed provincial Level of Service for Emergency Social Services include schedules that indicate services that are considered Basic Survival Needs, and which services are Discretionary; with identification of what costs are eligible for cost recovery.

FURTHER BE IT RESOLVED THAT the proposed provincial Level of Service for Emergency Social Services acknowledge that the host municipality is providing a Fee for Service and that they will directly invoice the home jurisdiction, or the Government of Alberta and will not be required to apply for Disaster Recovery Program funding to recover their costs.

BACKGROUND:

When a host municipality agrees to accept evacuees from another municipality, reserve, Metis settlement, or from outside of the province, they are doing so in good faith and trying to help others in their time of need.

Unfortunately, the result is a significant disruption of services provided to its own residents. Even worse, local taxpayers are often saddled with a portion of the costs that have been determined ineligible under a Disaster Recovery Program (DRP). This should not be happening when the host community is not the one experiencing the emergency.

During an emergency when a host municipality is asked to accept evacuees on short notice, there is verbal reassurance that all costs will be covered, but there is not enough time to prepare a written agreement. Consequently, the details are subject to individual interpretation. The time decision-making takes can't keep pace with the speed with which issues are evolving. Even when trying to clarify expectations and eligibility for cost recovery through the province, the answers will vary from one day to the next as staff changes occur and new staff are unaware of previous decisions.

Host municipalities are also asked to apply for DRP funding to recover their costs, even though they were not the community that had the emergency. This process extends the time to recover costs well beyond their fiscal year-end,

forcing them to carry those costs forward sometimes for years. In many cases, a very large portion of costs have gone unrecovered.

The rules established for Disaster Recovery Programs are often referred to by staff of the province to answer Level of Service questions. There are several problems with this approach because there are several assumptions made in the DRP rules that do not apply to the host community. DRP rules are intended as a cost-sharing arrangement between the federal and provincial governments and the affected municipality. An example of this is regular staff time not being covered, only overtime. For the host municipality that forces them to subsidize the emergency costs of another municipality.

Many of the problems faced by host municipalities can be prevented if the province creates a Level of Service for Emergency Social Services for Hosting an External Community. This Level of Service should list the services that are required to meet an evacuee's "Basic Survival Needs", services that are discretionary and require approval of the Director of Emergency Management, and what services are eligible for cost recovery.

This Level of Service must be created without using the lens of the Disaster Recovery Program rules.

ALBERTA MUNICIPALITIES' COMMENTS:

ABmunis does not currently have a position on this specific issue, but it aligns with ABmunis advocacy on provincial downloading of costs onto municipalities. If this resolution is passed, it will be forwarded to the Government of Alberta for a response. Further advocacy would be recommended to ABmunis' Board by the Infrastructure Committee within the context of related priorities and positions.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Rory Tarant
Director of Intergovernmental Affairs
City of Grande Prairie
rtarant@cityofgp.com

B11: Provincial Emergency Shelter Strategy

Moved by: City of Red Deer
Seconded by: Town of Hinton

WHEREAS the provision of emergency shelters and addressing homelessness falls within provincial jurisdiction, that adequate housing is a fundamental human right, and that housing is essential to the inherent dignity and well-being of a person and to building sustainable and vibrant communities;

WHEREAS the Government of Alberta needs to create a comprehensive emergency shelter strategy to fully address the project management lifecycle processes of initiating, planning, executing, monitoring, controlling, and closing;

WHEREAS the homeless population continues to grow, so too are the challenges that municipalities face with this segment of our communities; and

WHEREAS there is heightened community sensitivity regarding emergency shelters and their placement, so it is vital the Government of Alberta present a clear vision and strategy regarding the development process for emergency shelters across the province.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta and the Minister of Seniors, Community and Social Services to create a comprehensive emergency shelter strategy for the entire province. This detailed strategy will provide a vision, guiding principles, objectives, definitions, project management governance, and role clarity for provincial and municipal governments and applicable community stakeholders.

BACKGROUND:

Right across Alberta, there has been a significant increase in the number of people experiencing homelessness in our communities. From the large urban cities to small villages, there is a major crisis in the number of unhoused individuals in our province.

According to Red Deer's Point in Time (PIT) Count, held in the fall of 2022, the number of persons experiencing homelessness in the city increased to 334 in 2022 from 144 in 2018, confirming local outreach staff expectations that the number of people experiencing homelessness is increasing. Red Deer is not alone, results from the City of Grande Prairie's 2022 PIT Count on homelessness observed at least 328 individuals experiencing homelessness in their community. This number is up from the 2018 count which saw 228 unhoused individuals. Smaller communities experience the problem at the same proportion but often with fewer resources and partners. For example, the local Family and Community Support Services (FCSS) office of the town of Fort Macleod, population 3,300, helped 82 people in 2023 who were homeless or at imminent risk of becoming homeless.

In the absence of a clear Government of Alberta emergency shelter strategy, both the provincial government and municipal governments right across the province have struggled greatly in trying to construct new shelters. For example, in Red Deer, it has been four years now since the Government of Alberta announced a capital project of \$7 million for a new emergency shelter. During this time, there has been very little progress in moving this project forward. From not knowing the provincial government's vision, to confusion over role clarity, to not having proper project management structure in place, Red Deer is no further ahead in building this much needed piece of social infrastructure.

Shelters are a much-needed piece of social infrastructure and homelessness continues to grow in Alberta. To protect people's fundamental right of adequate housing, the Government of Alberta must improve in clearly articulating a vision and plan for emergency shelters right across this province.

ALBERTA MUNICIPALITIES' COMMENTS:

ABmunis does not currently have a position on emergency shelters, but the topic generally aligns with ABmunis advocacy on the need for provincial action to address homelessness. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to the ABmunis Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Darren Kuz
Interim Chief of Staff, Office of The Mayor & Council
City of Red Deer
darren.kuz@reddeer.ca

B12: Permanent Supportive Housing Capital and Operational Funding

Moved by: City of Red Deer
 Seconded by: Village of Delburne

WHEREAS the number of people experiencing chronic homelessness has increased substantially since 2018, with numbers doubling in some Alberta municipalities;

WHEREAS the demand for supportive housing is high and Alberta municipalities are lacking sufficient permanent supportive housing options to meet the needs of people experiencing chronic homelessness with highly complex needs;

WHEREAS Alberta municipalities require both capital and operational funding for new permanent supportive housing developments to be feasible and sustainable; and

WHEREAS investments in long-term housing solutions for people experiencing chronic homelessness is far less expensive than supporting their needs while in emergency shelters and encampments.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta and the Government of Canada to increase capital and operational funding for hub municipalities in Alberta for permanent supportive housing to ensure appropriate housing options are available for individuals experiencing chronic homelessness.

BACKGROUND:

There has been an increase in the number of people experiencing homelessness and the rate of chronic homelessness across Canada, according to Infrastructure Canada's *Everyone Counts 2020- 2022 - Findings from the Nationally Coordinated Point-in-Time Count Results*¹.

- Compared to previous counts in 2018, there was a 20% increase across the country, with unsheltered homelessness increasing by 88%.
- Some Alberta municipalities have experienced an increase of 50% or greater in homelessness since 2018.

Supportive housing options are in high demand in Alberta municipalities due to the high prevalence of chronicity and complexity of needs among local homeless populations.

Permanent Supportive Housing provides long-term housing and support to individuals who are homeless and experiencing complex mental health, addiction, and physical health barriers. This program provides an appropriate level of service for chronically homeless individuals who may need support for an indeterminate length of time while striving to achieve increased independence.

By prioritizing chronically homeless individuals who require high levels of support, permanent supportive housing increases their likelihood of remaining housed long term. This reduces the instances of individuals returning to homelessness after being housed, thereby alleviating the personal impacts and system pressures that may result.

Investments in permanent supportive housing solutions tend to be more cost-effective than continually supporting individuals in emergency shelters and encampments. Those investments also contribute to a significantly decreased demand on other systems, such as justice and health, with provincial data highlighting that homelessness supports funding resulting in a 64.3% reduction in jail time, 53.6% decrease in hospital usage, and 50.3% decrease in emergency medical service responses.

¹ "Everyone Counts 2020-2022 - Findings from the Nationally Coordinated Point-in-Time Counts," Infrastructure Canada February 1, 2024.

ALBERTA MUNICIPALITIES' COMMENTS:

This resolution aligns with previous ABmunis advocacy on the need for increased permanent supportive housing to address homelessness. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to the ABmunis Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Darren Kuz
Interim Chief of Staff, Office of the Mayor & Council
City of Red Deer
darren.kuz@reddeer.ca

B13: Full-Time 24-Hour Home Care Support in Lodges/Supportive Living Accommodations

Moved by: Town of Tofield
 Seconded by: Town of Vegreville

WHEREAS the service needs for rural Alberta seniors, residing in lodges, requiring enhanced services is increasing and this increases pressures for accessing community supports and amenities;

WHEREAS residents within the lodge/supportive living settings could continue to reside within this structure, without the physical and mental impact of relocation, if the minor and temporary needs could be addressed;

WHEREAS the requirement for relocation due to inability of accessible care places a significant impact on an individual's quality of life such as loneliness, isolation, dignity, and the other imposed stresses of a forced move;

WHEREAS lodges, supportive living, designated supportive living and long-term care have recently shown a vast gap in service(s) despite these facilities having a focus on "life enrichment"; and

WHEREAS adding full-time home care services in lodges and supportive living homes would help avoid the requirement for some individuals to relocate to higher levels of care to access unscheduled health care supports, placing further burden on our already taxed healthcare system.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to provide funding for full-time, 24-hour, 7 days a week home care services in lodges and supportive living environments.

BACKGROUND:

The Alberta Government has placed an emphasis and encouragement on seniors to remain in their family home for as long as possible. Therefore, there is a trend showing that seniors are entering lodges and supportive living accommodations later in life.

Further, by entering the supportive living environment at a later stage, this sees a requirement for reassessment of higher care needs as support needs cannot be adequately addressed within the current home care service limitations.

Increased frequency of needs is now placing demand upon; families, firefighters, first aid practitioners, and EMS. These needs are focusing on items such as personal hygiene support, incontinence issues, or medication assistance in the evenings. The inability for access to these services at any given time as required is robbing these people of basic human rights and dignity of life.

By having full time, 24-hours a day, 7 days a week support, the focus is placed on a humanistic approach for our seniors. Further, the demand is then removed for these services from our health care providers and remove detriment from the facilities and disciplines which they represent, such as ambulance services.

Many lodges in rural Alberta are experiencing vacancies. These vacancies are evident in both governmental and non- governmental ran entities. However, even in the non-governmental run facilities, lack of supports and services are creating barriers and roadblocks. Through the provision of enhanced services, residents would be supported and able to remain within lodges and supportive living, which they consider to be their homes. Further, this supports resident choice(s) and eases stressors on an already taxed and burdened health care system, the individual(s), and their support network.

This issue and call to action align with the Alberta Municipalities initiatives and advocacy under the social needs' component of health care, and vulnerable Albertans.

ALBERTA MUNICIPALITIES' COMMENTS:

ABmunis does not currently have a position on this specific issue, but the topic generally aligns with ABmunis advocacy on the need for quality seniors' living options. If this resolution is passed, it would be forwarded to the Government of Alberta for response and further advocacy would be recommended to the ABmunis Board by the Safe and Healthy Communities Committee within the context of related priorities and positions.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Debora (Deb) Dueck
Mayor
Town of Tofield
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B14: Attraction and Retention Strategy for Rural Health Care Professionals

Moved by: Town of Hinton
 Seconded by: Village of Boyle

WHEREAS adequate medical services and the professionals required to deliver those services are critical to the safety and well-being of all Albertans;

WHEREAS many rural Alberta municipalities¹ find recruiting and retaining health care professionals very difficult;

WHEREAS a robust and diverse workforce of health care professionals is needed in Alberta to provide equitable access to appropriate health care services no matter where Albertans live;

WHEREAS a cohesive provincial strategy focusing on increasing the number of health care professionals in rural Alberta is critical to ensuring stability and equity in Alberta’s health care system; and

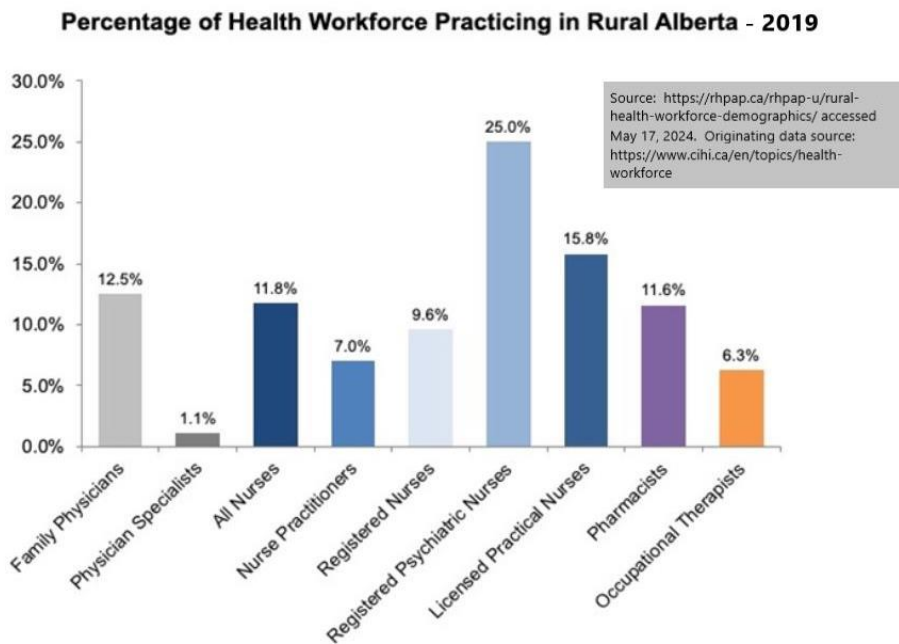
WHEREAS health providers across most professional groups are overrepresented in urban areas compared to the proportion of Canadians living in rural areas (which was about 20.5% in 2019), far less than 20% of most health professionals have taken up rural practice.²

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to develop a Rural Health Care Professionals Attraction and Retention Strategy that focuses on increasing the total number of health care professionals in rural Alberta.

BACKGROUND:

The lack of health care professionals affects all communities in Alberta but is more acute outside of the major urban centres. Per this graph, nearly all health care professions are underrepresented in rural Alberta, leading to staff burn out, dissatisfaction, and premature retirement as well as relocation to better staffed communities.³

In response to the shortage of health care professionals, community-driven attraction and retention initiatives are becoming increasingly common in rural Alberta. Leaders at the municipal, business, and community level recognize that health care services



¹ E.g., communities under 10,000 population. [Rural Health Services Review Final Report \(alberta.ca\)](#), Rural Health Services Review Committee, March 2015 the Government of Alberta. Accessed May 17, 2024.

² [Health Workforce Demographics - Rural Health Professions Action Plan \(rhpap.ca\)](#). Accessed May 17, 2024.

³ [Rural Health Services Review Final Report \(alberta.ca\)](#), p. 1, Rural Health Services Review Committee, March 2015. Government of Alberta.

are crucial for community sustainability and where health services are not available, growth is unlikely and out-migration of taxpayers, investors, workers, and service providers is inevitable. To avoid a continuously dwindling economy, municipalities are forced to act; and this represents another case of downloading of provincial responsibility onto municipalities left with little choice but to undertake property tax-funded initiatives to try and avoid consequential health care staff shortages and resulting reduction in medical services in their community.

Despite all recruitment efforts, there were still 270 medical service disruption notices issued by Alberta Health Services in 2023. This is empirical evidence that even where health facilities are established, staff to operate them are lacking and the facilities cannot serve Albertans. Local efforts to attract and retain service providers may address immediate community concerns, if successful, but fall short in tackling the broader challenge of addressing the overall scarcity of frontline professionals in a complex and interconnected industry.

Current demographic trends in Alberta will place additional stress on our health care system in our lifetimes unless deliberate action is taken; the following data largely taken from the [Population Projections - Alberta and Census Divisions, 2023–2051](#) noted below, are grim:

1. Alberta leads Canada with a 4.40% year-over-year population growth rate (2022/2023)¹ and is expected to reach 7.1 million people by 2051.
2. By 2051, Alberta's population is expected to reach an average age of 41.6 years, up from 39.0 years today.
3. Life expectancy is anticipated to increase by 4.7 years for females and 6.2 years for males by 2051.
4. The 'baby boom cohort' (people born between 1946 and 1965) will significantly impact the aging rate. By 2031, the number of Albertans aged 65 years and older is expected to make up a larger share of the population than the number of children aged 0 to 14.
5. The over-65 age demographic represents approximately 15% of the population and is expected to increase to 20% by 2051.²

ALBERTA MUNICIPALITIES' COMMENTS:

The Government of Alberta released a [Health Workforce Strategy](#) in 2023, which includes Objective 2.2 to “attract and recruit health care workers to rural, remote, and underserved areas”. If this resolution is passed, ABmunis would look to work with the Government of Alberta and related stakeholders to understand the gap between the current and targeted number of healthcare professionals in rural areas, the targeted timelines, and level of investment to support attraction of healthcare professionals to rural areas. At that point, ABmunis' Board would determine an appropriate advocacy strategy with support from ABmunis' Small Communities Committee and Safe and Healthy Communities Committee.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

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Jordan Panasiuk
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Town of Hinton
jpanasiuk@hinton.ca

¹ [Annual Demographic Estimates: Canada, Provinces and Territories \(statcan.gc.ca\)](#) Accessed May 17, 2024.

² Population Projections Alberta and Census Divisions, 2023 – 2051 [Population Projections - Alberta and Census Divisions, 2023–2051](#) Accessed May 17, 2024.

B15: Creation of a Wildfire Prevention Committee

Moved by: Town of Hinton
 Seconded by: Town of Coronation

WHEREAS Alberta Forestry and Parks is the principal agency responsible for wildfire management in the Forest Protection Area (FPA), and municipalities are responsible for fire prevention and protection within their boundaries;

WHEREAS municipalities are responsible for the management of wildfires as per Section 7(1) of the Forest and Prairie Protection Act, including all financial costs of suppression within their boundaries;

WHEREAS wildfire seasons are growing increasingly longer and more intense, placing a significant strain on provincial and municipal wildfire resources;

WHEREAS wildfire prevention strategies are a resource-intensive activity that requires resources, expertise, and funding to effectively prepare for and mitigate the effects of wildfires;

WHEREAS there are no Provincial initiatives which allow wildfire fire affected communities and industry to discuss practical and operational issues with Provincial wildfire authorities on a regular basis; and

WHEREAS it is in the best interest of all Albertans to ensure that municipalities are provided the resources and expertise to be proactive and resilient to the effects of wildfires.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta to establish a “Wildfire Prevention Committee” consisting of industry, municipal and provincial subject matter experts, elected officials, and senior municipal administrators.

BACKGROUND:

Alberta’s wildland fire seasons are worsening, posing significant challenges to municipalities within and beyond the Forest Protection Area (FPA). Wildfires are starting earlier, lasting longer, and impacting larger areas of Alberta than ever before. This increase in wildfire activity places a substantial strain on municipal fire and emergency management resources.

In response to these challenges, the Alberta Fire Chiefs Association passed resolution 2023-04 aiming to collaboratively develop a long-term strategy for managing large wildland fires. This resolution underscores the need for coordinated efforts among government ministries, Alberta Municipalities, the Rural Municipalities of Alberta, and municipalities to address the escalating threats posed by wildfires.

As wildfire seasons across Alberta grow in length and intensity, they not only endanger lives and property but also place a significant drain on municipal resources and budgets. It is imperative to take proactive measures to ensure Alberta’s municipalities are well-prepared and well-equipped to protect Albertans from the increasing threat of wildfires.

The establishment of a Wildfire Prevention Committee could serve to:

1. Inform and advise the Government of Alberta on municipal priorities.
2. Enhance communication between municipalities and Provincial agencies.
3. Encourage a proactive and collaborative approach to protecting Alberta communities from the effects of wildfires.
4. Promote advocacy and stakeholder engagement related to wildfire mitigation measures.

Through these collaborative efforts, the Provincial government and municipalities can align resources, expertise, and knowledge to enhance the resiliency and readiness of Alberta communities from the growing threat of wildfires.

ALBERTA MUNICIPALITIES' COMMENTS:

ABmunis is currently participating on the Rural Municipalities of Alberta's recent Wildfire Working Group, which involves municipalities, the Alberta Fire Chiefs Association, the Government of Alberta, and the Alberta Forest Products Association and guest speakers. The purpose of the Working Group is to improve wildfire response in Alberta; however, the Working Group is scheduled to complete its work by fall 2024.

The Ministry of Forestry and Parks is also currently developing a Wildfire Mitigation Strategy to align with the federal government's Wildland Fire Strategy. Opportunities to participate in Alberta Forestry and Parks' review have been shared with ABmunis' members via our newsletter. The Office of the Fire Commissioner is also reviewing its mandate. Several engagement sessions have been held virtually and in person around the province. ABmunis emailed members directly about these sessions. This review is looking at the role and mandate of the Office of the Fire Commissioner, training standards, firefighter recognition and management of wildland fires outside of the Forest Protection Area.

If approved, this resolution will be forwarded to the Government of Alberta for response and further advocacy recommended to ABmunis' Board by the Infrastructure Committee within the context of related priorities and positions.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

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Jordan Panasiuk
Chief Administrative Officer
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B16: Culture, Recreation, and Sport Facility Infrastructure Deficit Report Card

Moved by: Town of Innisfail
 Seconded by: City of Red Deer

WHEREAS culture, recreation, and sport enhance personal health and wellness, increase quality of life through physical activity and mental health, and play an important role in social connection and inclusion;

WHEREAS all Albertans should have the opportunity to access safe culture, recreation, and sport facilities that contribute to healthy citizens, community economic development, sport tourism, job creation and sustainability of the social fabric of communities;

WHEREAS Alberta's municipalities are ineligible to access the provincial government's Active Communities Initiative which allocates \$30 million over three years for community groups, non-profit organizations and societies, First Nations, and Metis Settlements to renew, expand, and/or build small to medium sized public-use community sport and recreation facilities;

WHEREAS the province is expecting and encouraging continued population growth and municipal governments are primarily responsible for culture, recreation, and sport facilities in Alberta, yet the provincial government is reducing its funding support for municipal owned and operated facilities;

WHEREAS a provincial inventory of culture, sport, and recreation facilities that recognizes the physical deterioration of existing infrastructure in municipalities does not exist; and

WHEREAS a culture, recreation, and sport facility infrastructure deficit report card would reinforce the need for strategic and evidence-based decisions, and adequate funding is allocated towards infrastructure investments in municipal owned and operated facilities across Alberta.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta to fund Alberta Municipalities or a third-party organization to develop and maintain a database that provides an inventory of all culture, sport, and recreation facilities in Alberta and that the Government of Alberta use that inventory database to benchmark and make strategic and evidence-based decisions on investments in culture, sport, and recreation infrastructure.

BACKGROUND:

A strong provincial economy requires healthy and complete communities, and culture, recreation, and sport are critical community infrastructure that is essential to all Albertans. The Canadian Infrastructure Report Card (2019) indicates that 30-35% of culture, recreation, and sport facilities are in fair or worse condition.¹ Most publicly owned recreation infrastructures were built between the mid 1950's and early 1990's and are nearing their useful life.

The Government of Alberta (GoA) recently announced the Active Communities Initiative which is an allocation of \$30 million for community groups, non-profit organizations and societies, First Nations, and Metis Settlements to renew, expand, and/or build small to medium sized public-use community sport and recreation facilities. The grant program is intended for small and mid-sized sport and recreational facility projects² and municipalities are considered ineligible.

¹ (2024, May 5). Retrieved from Canadian Infrastructure Report Card 2019:

<http://canadianinfrastructure.ca/downloads/canadian-infrastructure-report-card-2019.pdf>

² Government of Alberta. (2024, May 3). Retrieved from Building Active Spaces and Brighter Futures:

<https://www.alberta.ca/release.cfm?xID=902887A915EF0-BF58-A6D7-35BC294F5758FF3A>

Access by municipalities for culture, recreation, and sport funding is becoming scarce. The Community Facility Enhancement Program (CFEP) and the Community Initiatives Program (CIP) once were accessible for municipalities to assist with the renewal, expansion, or building of public-use community facilities and are no longer. Although it is appreciated that funding is available to community partner organizations, most community facilities are managed directly by municipalities.

The provincial government quickly responds to municipal inquiries of recreation infrastructure funding programs to utilize the Local Government Fiscal Framework (LGFF) Capital funding. Alberta's municipalities know that is not possible as the provincial government's spending on local infrastructure has dropped from 3.7% of total spending a decade ago to 1% today. This means that there is less investment of \$1.3 billion in community infrastructure funding¹ and Alberta's municipalities are facing an estimated \$30 billion deficit that will worsen without government support².

The culture, sport, and recreation infrastructure deficit is not the only challenge. The provincial government has launched Phase 3 of its "Alberta is Calling" campaign which will be the province's largest annual increase in the province's history with an average of 550 people moving to Alberta every day³. Alberta's annual population growth projection is expected to be 2.5% (2022-2025) with 4.5 million population in 2022 to 7.1 million in 2051. The population is expected to become increasingly diverse as immigration will account for 55% of the expected population growth over this period⁴. Municipalities are facing increasing pressure to accommodate the province's growth and maintaining the current infrastructure while planning the addition of new subdivisions and community facilities.

ALBERTA MUNICIPALITIES' COMMENTS:

ABmunis has encouraged municipalities to incorporate asset management practices to support the effective operation, maintenance and renewal of municipally owned infrastructure. A provincial database of recreation infrastructure would support this practice. If passed, this resolution will be forwarded to the Government of Alberta for a response. Further advocacy would be recommended to ABmunis' Board by the Infrastructure Committee within the context of related priorities and positions. If the Government of Alberta is supportive of funding the initiative, ABmunis would work with the Government of Alberta to determine if ABmunis or another third-party organization are best positioned to develop and maintain the database.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Todd Becker
Chief Administrative Officer
Town of Innisfail
Todd.Becker@innisfail.ca

¹ Alberta Municipalities. (2024, May 5). *Let's Talk About Infrastructure*. Retrieved from Alberta Municipalities: <https://www.abmunis.ca/system/files/2023-09/ABmunis%20Background%20Funding%20of%20Local%20Infrastructure.pdf>

² Alberta Municipalities. (2024, May 5). *Local Government Fiscal Framework*. Retrieved from Alberta Municipalities: <https://www.abmunis.ca/advocacy-resources/infrastructure/local-government-fiscal-framework-lgff>

³ Gibson, C. (2024, May 9). *3rd Phase of Alberta is Calling is underway, but is province moving too fast?* Retrieved from GlobAL News: <https://globalnews.ca/news/10484561/alberta-is-calling-phase-3-movingbonus/#:~:text=Phase%203%20of%20the%20Alberta.help%20build%20housing%20and%20infrastructure.>

⁴ Government of Alberta. (2024, May 3). Retrieved from Building Active Spaces and Brighter Futures: <https://www.alberta.ca/release.cfm?xID=902887A915EF0-BF58-A6D7-35BC294F5758FF3A>

B17: Federal Funding for Compressed Natural Gas and Clean Diesel Buses

Moved by: City of Red Deer

Seconded by: Town of Innisfail

WHEREAS with the announcement of the Zero Emission Transit Fund, beginning in 2022 the Government of Canada's funding program for municipal transit has been changed to only allow eligible purchases of hydrogen and electric buses;

WHEREAS hydrogen and electric bus manufacturers do not have the capacity to meet the demand of municipal fleet replacement with confirmed delivery times exceeding two years from date of purchase;

WHEREAS the impacts on the electrical grid and costs of upgrading building infrastructure to support new electrical demand are unknown;

WHEREAS significant technological advancements have made compressed natural gas (CNG) and clean diesel environmentally friendly solutions;

WHEREAS restrictions on municipal access to buses would decrease the service level of transit that municipalities offer, reducing the access for many residents to employment and community; and

WHEREAS restrictions on municipal access to buses would lead to an increase in personal vehicles on the road, increasing the level of emissions.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta to work with the Government of Canada to return to a federal funding program that accepts purchases of compressed natural gas and clean diesel buses until 2035, which will allow municipalities to transition their fleets in an efficient and realistic manner.

BACKGROUND:

Many municipalities who provide public transit have taken advantage of previous programs such as the Green Transit Incentives Program (GreenTRIP) and the Public Transit Infrastructure Fund Program (PTIF) in past years to replace diesel-based transit fleets with greener options. Significant investments were also made to construct, and service specialized fueling stations.

Transitioning to zero emission transit is a laudable goal. However, the timetable is too short for municipalities to transition without significant challenges that will be borne by their residents and taxpayers.

The current electric and hydrogen bus procurement process makes it difficult for smaller and mid-sized municipalities to fill their orders and receive buses. They are competing with major urban centres across North America. Current delivery times are beyond two years and puts fleet replacement at risk.

Additional fleets would be required to maintain service levels at current schedules, as municipalities would require two electric buses to every CNG bus. Due to the requirement of charging times throughout the day, buses would have to come off their regular service just to charge, requiring a backup bus to cover the service.

CNG and clean diesel burn significantly cleaner than previously used fuel sources. While they are not zero emission, they still significantly reduce emissions when compared to previous diesel options. Additionally, CNG and clean diesel buses cost significantly less than electric or hydrogen buses. Currently, CNG buses can be purchased for approximately \$850,000, whereas electric buses cost approximately \$1,800,000 to \$2,000,000 and hydrogen

buses cost approximately \$1,500,000 to \$1,700,000.

The environmental impact of transit is well established. Reducing the number of available buses has several major impacts on municipalities. First, it forces even more difficult choices between service levels and taxpayer supported costs. The reality is that fewer people will be able to access public transit if transitional funding of CNG and clean diesel buses is not restored. In addition, the environmental effects would be a net negative, as more people will be driving personal vehicles in municipalities who cannot afford electric buses.

The Government of Canada has committed to net-zero emissions from fossil fuels by 2035. Electric and hydrogen buses are a part of reaching that target. However, the public good provided through public transit is at risk of being diminished by moving too fast. A target of 2035 to transition public transit fleets is a more reasonable approach that can still achieve the desired outcomes without unduly burdening taxpayers.

ALBERTA MUNICIPALITIES' COMMENTS:

ABmunis has advocated for funding for public transit funding in the past but has not had a position on what types and energy sources should be eligible for a public transit funding. If approved, this resolution will be forwarded to the Government of Alberta for response and further advocacy recommended to ABmunis' Board by the Infrastructure Committee within the context of related priorities and positions.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Darren Kuz
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City of Red Deer
darren.kuz@reddeer.ca

B18: Provincial Support for Watershed Management

Moved by: City of St. Albert
 Seconded by: Town of Gibbons

WHEREAS the goals and objectives of watershed management plans under the Water for Life Strategy include a safe, secure drinking water supply, healthy aquatic ecosystems, reliable quality water supplies for a sustainable economy, flood and drought preparation, and overall watershed ecological health;

WHEREAS the Government of Alberta promotes the management of water to achieve these goals through the Wetland Policy, the Water Act and the Environmental Protection and Enhancement Act;

WHEREAS achieving these goals requires an understanding of, and responses to, diverse impacts from agriculture and livestock, road salt usage, vegetation clearing, development pressures, irrigation, septic concerns, and shoreline modifications;

WHEREAS municipalities develop and apply watershed management recommendations into their municipal planning documents and operations to achieve these goals, partially to address provincial regulatory, planning, enforcement, monitoring, and reporting gaps, especially for municipalities not directly situated on major rivers such as the North and South Saskatchewan Rivers;

WHEREAS there is a lack of provincial resources for municipalities to achieve the goals of the Water for Life Strategy without municipally funded services and operations such as water quality monitoring, watershed ecological health assessments, and biodiversity assessments; and

WHEREAS Alberta is currently experiencing drought conditions, with the Province initiating water-sharing negotiations and establishing a new drought advisory committee, necessitating increased attention to watershed and cumulative effects management.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta to direct resources to bolster the application of the Water Act and the Environmental Protection and Enhancement Act through increased enforcement, data collection and information sharing with municipalities, and biodiversity assessments for municipalities located on smaller rivers and sub-watersheds – including but not limited to engagement with municipalities on Water Act permit approvals to enable alignment with municipal statutory plans – to achieve the goals of the Water for Life Strategy.

BACKGROUND:

The City of St. Albert, along with over a dozen other municipalities and First Nations, are all members of the Sturgeon River Watershed Alliance (SRWA) – a municipally-supported watershed stewardship group established for the Sturgeon River Watershed, which works in partnership with the North Saskatchewan Watershed Alliance (NSWA). The SRWA focuses on watershed planning to inform and align municipal policies and planning, ensure access to safe drinking water, promote healthy aquatic ecosystems, and enable a reliable, quality water supply for the economy – objectives that align directly with the Provincial Water for Life Strategy.

As the Sturgeon River is a precipitation-fed river, the use of the surrounding land has an increased impact on the quality and quantity of water in the watershed when compared to glacier-fed rivers like the North Saskatchewan and Bow Rivers. Whereas greater resources such as access to data on water quality, impact assessments, and enforcement of Water Act regulations is available to municipalities situated on major glacier-fed rivers, municipalities situated on smaller tributary rivers often do not have access to the same resources.

The priority issues in the Sturgeon River Watershed are:

- Poor water quality due to excess nutrient and sediment inputs;

- Low water levels in late Summer and Fall in rivers, creeks and lakes;
- Impacts from extensive agriculture and rapid urbanization; and
- Loss of wetlands, riparian areas and other environmentally sensitive areas.

Precipitation-fed rivers have increased risk of being affected by extreme weather events and climate change, due to the lack of glacial fed headwaters; they have lower resiliency to drought and are prone to flooding in high precipitation weather events. While they are often not a source of drinking water, they can be used to attenuate waste, support a healthy aquatic ecosystem, and are tributaries to larger glacier-fed rivers like the North Saskatchewan River – the health of such tributary rivers directly impacts the state of the major rivers into which they eventually discharge.

Furthermore, the permitted and unpermitted loss of wetlands has resulted in low ecological resiliency, with major impacts to ecosystems and economies related to highly fluctuating water levels. Oftentimes, Water Act approvals that affect wetlands are granted without significant municipal consultations, resulting in conflicts with municipal statutory plans that guide the management of wetlands and watersheds within their boundaries.

These issues are not being adequately addressed through provincial resources and oversight. Municipalities situated on smaller rivers must make decisions based on incomplete or missing data critical to making informed decisions – data that may otherwise be available to municipalities situated on larger, glacier-fed rivers. As a result of this gap, sources of pollution are often not quantified or monitored, and can impact surface and groundwater quality of sub-watersheds, and by extension, major glacier-fed rivers to which they are tributaries.

Assuming the work of ecological monitoring to address the gap in provincial resources, oversight and enforcement is expensive and requires specialized knowledge and expertise to complete tasks such as water quality testing and biodiversity assessments – such costs can be prohibitive for smaller municipalities. Furthermore, Water Act approvals are often granted to private landowners without determining the impacts of such decisions on the municipality, their statutory plans, or their water management issues and priorities.

Through allocating more resources to the application and enforcement of provincial water policies and legislation for tributary rivers and sub-watersheds, and through engagement with municipalities on Water Act approvals, the Government of Alberta can provide the tools required to ensure the objectives of the Water for Life Strategy can be adequately met at every source and tributary of Alberta's water supply.

ALBERTA MUNICIPALITIES' COMMENTS:

ABmunis is an active member of the Alberta Water Council, participating on several sub-committees. ABmunis is also currently looking at updating a water conservation, efficiency and productivity plan for members to reduce their per capita daily consumption of water. If this resolution is passed, it would be forwarded to the Government of Alberta for response. Further advocacy would be recommended to the ABmunis' Board by the Environment and Sustainability Committee within the context of related priorities and positions

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Monty Killoh
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City of St. Albert
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Senior Manager
Government/Indigenous Relations & Environment
City of St. Albert
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B19: Goldfish Infestation and Emergency Approval of Powder-Form Rotenone Pesticide

Moved by: Town of Sylvan Lake
 Seconded by: Town of Bentley

WHEREAS goldfish, an invasive aquatic species, are continuously infesting stormwater ponds, posing a serious risk to the ecosystem;

WHEREAS the only approved pesticide in Canada, liquid Rotenone, is no longer being manufactured due to a manufacturing plant closure;

WHEREAS affected municipalities have made great efforts to resolve the issue, including obtaining the necessary provincial authorization to remove the aquatic invasive species manually;

WHEREAS the exploration of alternative methods, such as electrofishing, dewatering, and dredging, have been used in the absence of liquid Rotenone; and

WHEREAS goldfish continue to infest stormwater ponds, despite using alternative methods, demonstrating how persistent the problem is for affected municipalities.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta for emergency approval of the dry form Rotenone to address the goldfish, an invasive aquatic species, infestation in stormwater pond systems.

BACKGROUND:

An extensive goldfish infestation in Alberta's stormwater ponds requires quick intervention to lessen the environmental harm to waterways and ecosystems.

The lack of liquid Rotenone has made it difficult to manage the aquatic invasive species successfully, even with attempts to address the problem using existing strategies, including physical removal, pond dewatering, and electrofishing. Emergency licensing of dry-form rotenone is required to assist in the prompt and effective management of the goldfish population and reduce the risk of ecological harm.

To mitigate the environmental risk posed to the lake by the aquatic invasive species in the surrounding stormwater ponds, it is imperative for the province to allow the emergency approval of dry-form Rotenone; this approval would not only facilitate an effective tool to control the goldfish population found in the stormwater ponds but also prevent further ecological damaging by providing an urgently needed solution to address the infestations.

By working collaboratively with relevant stakeholders, including municipalities, the Government of Alberta can address this pressing environmental concern and safeguard the integrity of Alberta's natural resources.

ALBERTA MUNICIPALITIES' COMMENTS:

ABmunis does not currently have a position on this specific issue; however, this resolution aligns with past advocacy on aquatic invasive species. If this resolution is passed, it would be forwarded to the Government of Alberta for response. Further advocacy would be recommended to the ABmunis' Board by the Environment and Sustainability Committee within the context of related priorities and positions.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Megan Hanson
Mayor
Town of Sylvan Lake
mhanson@sylvanlake.ca

Sean Durkin
Chief Administrative Officer
Town of Sylvan Lake
sdurkin@sylvanlake.ca

2024 RESOLUTIONS

Category C – Other Issues of Potential Interest to Municipalities

C1: Financial Disclosure of Asset Retirement Obligations

Moved by: Town of Coronation
 Seconded by: Town of Hinton

WHEREAS the addition of accounting standard PS 3280, Asset Retirement Obligations (ARO), increases the transparency of a municipality's environmental liabilities through a municipality's audited financial statements;

WHEREAS the new ARO accounting standard requires municipalities and regional service commissions to report the estimated cost to retire, decommission, remediate, or monitor specific tangible capital assets that present an environmental liability at the end of its useful life;

WHEREAS many municipalities, particularly smaller municipalities, lack the administrative capacity to efficiently and accurately assess the estimated cost to retire their relevant tangible capital assets when those assets are deemed to no longer be needed to serve the community; and

WHEREAS municipalities facing the need for abatement assessments lack adequate financial support to comply with these requirements.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta for financial support and tools to support municipalities to comply with PS 3280 in the most cost-efficient manner possible.

BACKGROUND:

In 2018, the Public Sector Accounting Board (PSAB) approved standard PS 3280, Asset Retirement Obligations, with it coming into force for all municipal financial statements for the year ending in 2023. With the implementation of PS 3280, public sector bodies, including municipalities, need to report in their financial statements the estimated cost to retire, decommission, remediate, or monitor specific tangible capital assets once they reach their end of life. Common examples include:

- Buildings with asbestos
- Closure of landfills
- Closure of wastewater treatment facilities

The issuance of detailed guidelines by the province for this process, along with the consideration of best practices to protect municipalities from lawsuits and legal costs associated with such disclosures, would be advantageous.

Some municipalities might struggle to effectively evaluate their environmental liability, which would require hiring consultants to do the work for them. This is a cost that many smaller municipalities cannot afford.

Support from the Government of Alberta would significantly contribute to the stability and sustainability of municipalities across Alberta, enabling them to fulfill their responsibilities under the MGA while protecting them from undue financial and legal risks associated with the capital assets that carry an environmental or health risk.

ALBERTA MUNICIPALITIES' COMMENTS:

ABmunis does not currently have a position on this 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 Municipal Governance Committee within the context of other priorities.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Quinton Wintfley
Chief Administrative Officer
Town of Coronation
quintonf@coronation.ca

Matthew Peacock
Mayor
Town of Coronation
matthewp@town.coronation.ab.ca

C2: Extending Municipal Voting Rights to Permanent Residents

Moved by: City of Calgary
 Seconded by: Town of Penhold

WHEREAS our responsibility as municipalities extends to all who people who call our communities' home;

WHEREAS permanent residents are community members who have demonstrated a commitment to our communities and, like citizens, contribute to civic life, have chosen to work here, raise families here, pay taxes here, and who use and support municipal services; however, permanent residents do not have the democratic right to vote in their local municipality;

WHEREAS the right to vote in federal elections is enshrined in the Canadian Charter of Rights and Freedoms for those with Canadian citizenship, the right to vote provincially is defined in Alberta's Election Act, and the right to vote in municipal elections is defined in Alberta's Local Authorities Election Act;

WHEREAS all orders of government make decisions that directly impact the daily lives of all residents, regardless of their citizenship status; and

WHEREAS municipal governments have a unique legislative opportunity to honour the contributions of Permanent Residents – who are long-term constituents, neighbours, and community members who pay property taxes and fees for municipal services, contribute to our local economy by working and purchasing goods and services, and create vibrancy in areas of social and cultural life – by extending them a democratic voice in local governments.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to amend the Local Authorities Election Act to expand voter eligibility to include individuals who have been granted Canadian permanent resident status.

BACKGROUND:

Definition of a Permanent Resident:

A permanent resident is a person who has legally immigrated to Canada and has been granted the status of a permanent resident but is not a Canadian citizen. Permanent residents can live, work, or study anywhere in Canada, and access most social and health benefits. Permanent residents must also pay all taxes in Canada and respect all Canadian laws. Permanent residents may be in the process of applying for Canadian citizenship, which takes a minimum of 4-5 years after immigrating to Canada.

National Context:

The term franchise, or enfranchisement, denotes the right to vote in elections for members of Parliament, provincial legislatures and municipal councils. As municipalities exist as a result of Provincial legislation, the opportunity exists to afford municipal voting rights to Citizens and Permanent Residents alike through an act of the Alberta Provincial Government amending the Local Authorities Election Act.

Canada has a history of expanding voting rights as our values evolve. Consider that dating back to the colonial period, restrictions once effectively limited the right to vote to male property holders. Since then, voting qualifications and voter eligibility have expanded, removing the restrictions on women, First Nations, Inuit, and Asian Canadians' right to vote, and eventually affirming the right of every Citizen to vote.

The expansion of voter eligibility reflects Canada's evolving social values and a more reflective understanding of what it means to contribute to Canadian society. Currently, New Brunswick is drafting legislation to be the first province in Canada to give permanent residents the right to vote in local elections after bipartisan legislation recognized permanent residents as significant members of the community deserving of enfranchisement in local

elections.¹ In addition, Toronto City Council² and Vancouver City Council³ have passed motions calling on their respective provincial governments to enable permanent residents the right to vote locally.

International Context:

On an international level, permanent residents, or their equivalent, have the right to vote in local elections in over 45 nations around the world under various circumstances including, but not limited to:

- U.S.A. (in various states)
- United Kingdom (including Wales and Scotland)
- Ireland
- Germany
- Belgium
- Greece
- New Zealand
- Switzerland
- Denmark
- Finland
- Belize
- Austria
- Netherlands
- Israel
- Australia
- And more...

Alignment with Alberta Municipalities' Strategic Initiatives

The expansion of democratic participation to permanent residents aligns with several strategic initiatives such as:

- Fostering a Culture of Respect
- Welcoming and Inclusive Communities
- Local Authorities Election Act

Granting permanent residents the right to vote provides several benefits across the above strategic initiatives of Alberta Municipalities. The right to vote democratically further enshrines the mutual respect we have for immigrants in our communities. Civic participation fosters a sense of ownership and responsibility amongst community, strengthens social cohesion, and ensures that governments are responsive to the needs and aspirations of the people they represent.⁴ By ensuring our community members are represented in local elections, we can create stronger communities.

The provincial government has made changes to the Local Authorities Election Act (LAEA) with, and without, the advocacy of Alberta Municipalities. This would be an opportunity to make an amendment to the LAEA that will greatly strengthen our communities and ensure our democracy is reflective of the communities we serve.

Other Considerations:

In Alberta, our elected leaders at the provincial level must win the nomination of their party's constituency association for the riding wherein they seek the nomination. To win the nomination in a riding, a candidate must receive a majority vote of eligible party members in that riding. The eligibility for party membership varies, but for example, the United Conservative Party will allow membership to⁵:

1. Residents of Alberta
2. People aged 14 and above
3. Citizens and Permanent Residents of Canada
4. Have paid the fee

When considering the democratic process is heavily influenced by the candidates who run for leadership, it is relevant information that permanent residents are able to vote for the leader of a party and vote for candidates to secure their nominations. By proxy, permanent residents can contribute to the selection of the Premier of Alberta and their local MLAs but are unable to vote for their local elected officials.

¹ [Extending vote to N.B. permanent residents won't happen by fall: province - New Brunswick | Globalnews.ca](#)

² [Council votes in favour of electoral reform measures | CBC News](#)

³ [The City of Vancouver just moved to let permanent residents vote in civic elections - BC | Globalnews.ca](#)

⁴ [Why Civic Engagement Matters in Democracy? - Modern Diplomacy](#)

⁵ [Membership – The United Conservative Party](#)

Permanent Residents are now eligible to become Police Officers.¹

- Recently, the Alberta Advantage Immigration Program announced new eligibility to allow Permanent Residents eligibility for recruitment into Police Services, including sworn officers and civilian positions.
- This change allows Police Services to recruit international officers into the service.

Permanent Residents are now eligible to join the Canadian Forces.²

- Since 2022, in response to the growing need for stability in the Canadian Armed Forces, the ban on permanent residents enrolling in the Canadian Armed Forces was lifted.
- Permanent residents are now eligible to join the Canadian Armed Forces to alleviate what was viewed as a critical shortfall in personnel.

ALBERTA MUNICIPALITIES' COMMENTS:

This issue relates to ABmunis work to support municipalities to create [welcoming and inclusive communities](#), and ABmunis' principles that local elections should be inclusive and locally focused; however, ABmunis does not currently have a position on whether permanent residents should be eligible to vote in municipal elections. If this resolution is passed, it would be forwarded to the Government of Alberta for response. Further advocacy would be recommended to ABmunis' Board by the Municipal Governance Committee within the context of related priorities and positions.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Courtney Walcott
Councillor
City of Calgary
Courtney.Walcott@calgary.ca

¹ [Attracting skilled workers to protect communities | alberta.ca](#)

² [Minister of National Defence announces that permanent residents are welcome to apply now to join the Canadian Armed Forces - Canada.ca](#)

C3: Fires on Frozen Lakes

Moved by: Town of Sylvan Lake
 Seconded by: Summer Village of Jarvis Bay

WHEREAS fires directly lit on the surface of frozen lakes results in significant environmental damage due to the debris left behind, including materials such as garbage, tires, and pallets containing nails;

WHEREAS the debris from fires directly lit on the surface of frozen lakes poses a threat to the ecosystem of Alberta lakes and surrounding areas, particularly upon melting, when it enters the lake and contributes to environmental pollution;

WHEREAS the current regulatory framework lacks specific provisions to regulate fires directly lit on frozen lakes, necessitating the development of a new regulation to address this emerging environmental challenge;

WHEREAS there is an urgent need for a regulation to address this issue and prevent further harm to the environment; and

WHEREAS collaborative efforts between municipalities, the provincial government, and other stakeholders have proven effective in addressing environmental concerns in the past.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta to develop, implement, and enforce, a regulation that mandates fires be contained within raised containers to mitigate the risk of debris contamination and to prevent environmental damage caused by fires directly lit on the surface of frozen lakes.

BACKGROUND:

The practice of burning fires directly on the surface of frozen lakes, as observed in Sylvan Lake and surrounding areas, has raised concerns due to the environmental damage caused by the debris left behind. The debris often contains harmful materials such as nails, garbage, and tires, posing a significant risk to the ecosystem upon melting. While efforts have been made to address this issue through existing channels, such as 310-PARKS, the current system has proven ineffective in resolving the problem.

To mitigate the environmental impact of fires on frozen lakes, it is imperative to develop a regulation mandating fires be contained and removed when the user concludes their time on the lake. This regulation would not only prevent debris contamination, but also facilitate effective enforcement measures to ensure compliance.

By working collaboratively with relevant stakeholders, including municipalities, the Government of Alberta can address this pressing environmental concern and safeguard the integrity of Alberta's natural resources.

ALBERTA MUNICIPALITIES' COMMENTS:

ABmunis does not currently have a position on this 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 Environment and Sustainability Committee within the context of other priorities and positions.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Megan Hanson
 Mayor
 Town of Sylvan Lake
mhanson@sylvanlake.ca

Sean Durkin
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 Town of Sylvan Lake
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C4: Increase Capital Funding for Accessible Playgrounds for All New, Replacement or Renovated Alberta Public Schools with K-6 Programming

Moved by: City of Spruce Grove

Seconded by: Village of Amisk

WHEREAS the Government of Alberta announced in June 2020 that any new school with K-6 programming will have funding for a playground included in their capital budgets;

WHEREAS the Government of Alberta provides grant funding of up to \$250,000 per school to support the construction of a playground for new or replacement schools; school communities that wish to exceed \$250,000 can use fundraising to supplement the project;

WHEREAS significant fundraising is often required above the Government of Alberta grant funding with schools¹ reaching out to municipalities for additional funding due to insufficient provincial funding for accessible playgrounds;

WHEREAS accessible playgrounds are built to accommodate children of all abilities enabling youth with or without disabilities, their parents, and caregivers to fully participate in all aspects of the playground;

WHEREAS accessible playgrounds require additional funding, above what non-accessible playgrounds cost;

WHEREAS many municipal governments are working towards increasing accessibility in their communities through various measures such as accessibility policies and accessible playground standards for developers;

WHEREAS there is no mechanism that mandates accessible school playgrounds; and

WHEREAS school play time and playgrounds are vital to childhood development, which includes the development of gross motor skills, social interactions, and creativity.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta to increase capital funding for all new, replacement, or renovated public schools with K-6 programming to enable the construction of accessible playgrounds to ensure that students with disabilities have equal development opportunities.

BACKGROUND:

In 2021/2022, there were 745,770 K-12 students in Alberta with approximately 14% having a coded status that can be related to an identified disability.

Municipalities across the province recognize the importance of creating welcoming, inclusive, and accessible communities. Several municipalities in Alberta have accessibility policies in place or under development; however, school playgrounds are provincially mandated, and therefore excluded from any municipal accessibility policies.

This resolution aligns with Alberta Municipalities' Welcoming and Inclusive Communities (WIC) Initiative, which aims to help municipalities adapt to and celebrate the increasing diversity of Alberta's population. The WIC Initiative works to create communities where all residents and visitors enjoy a sense of belonging and where diversity adds to the social and economic vibrancy of the community, improving the quality of life for all residents, including people with disabilities.

¹ In the context of this resolution 'schools' refer to school jurisdictions eligible for Government of Alberta capital funding which include a public, separate or Francophone grouping of schools governed by an elected school board.

Currently, school boards are eligible for Government of Alberta grant funding for playgrounds either through Alberta Education or Alberta Arts, Culture and Status of Women; however, school authorities and their fundraising societies are not eligible to receive funding from both sources:

- Alberta Education provides up to \$250,000 for playgrounds, through capital grant funding for new and replacement schools. Schools can use their fundraising societies to supplement playground construction builds that exceed \$250,000.
- Alberta Arts, Culture and Status of Women provides grant funding through the Community Facility Enhancement Program (CFEP) of up to \$125,000 to support the construction of a school playground. Matching funds are required, and funding can be used for new, replacement or renovated schools.

Alberta public sector entities have a history of advocating for additional capital school funding:

- In 2014, the Town of Penhold put forward the Provincial Support for School Development resolution requesting “that the Government of Alberta, when developing new schools, fulfill the role of a contractor and share the costs associated with the development of the lands for the placement of a school structure”.
- In 2017, Edmonton Public School Board successfully advocated to the Government of Alberta for funding playgrounds to be committed to in the 2020 Budget proportional to the new schools announced. In June 2020, the Government of Alberta announced that any new school with K-6 programming would have funding for a playground included in their capital budgets.

Alberta interest groups have a history of advocating for consistent accessibility standards:

- The Alberta Advocate for Persons with Disabilities is working towards a proactive approach towards reducing barriers and improving opportunities for those with disabilities.
- The Alberta Ability Network (AAN) is a collaboration of 170 organizations and community advocates located in Alberta, working together to address systemic barriers facing persons with disabilities, and has advocated to the province for mechanisms for enforcement of accessibility standards in the province.

ALBERTA MUNICIPALITIES’ COMMENTS:

This issue relates to ABmunis’ Welcoming and Inclusive Communities initiative to support all residents to have equitable access to services and facilities, but ABmunis does not currently have a position on whether the province should create a funding system that enables the construction of accessible playgrounds at all K-6 schools. If the resolution is passed, it will be forwarded to the Government of Alberta for response and further advocacy recommended to ABmunis’ Board by the Infrastructure Committee within the context of other priorities and positions.

RESOLUTION CONTACT:

Prior to the vote at ABmunis’ Convention, any questions about this resolution may be directed to:

Karey Steil
Intergovernmental Affairs Coordinator
City of Spruce Grove
ksteil@sprucegrove.org

C5: Doubling Speed Fines in Playground Zones and School Zones

Moved by: City of Calgary
 Seconded by: Village of Duchess

WHEREAS ensuring the safety of children, particularly in playground zones near schools, is paramount due to their heightened vulnerability to traffic-related risks;

WHEREAS various public entities, including school boards and parent councils have voiced concerns regarding speeding and pedestrian safety, underscoring the urgency for additional protective measures;

WHEREAS other jurisdictions, such as Nova Scotia, British Columbia, Quebec, and Ontario, have successfully implemented measures to double speeding fines in school zones;

WHEREAS Alberta has already doubled fines for other vulnerable road users such as when workers are present in construction zones or when passing first responders; and

WHEREAS the provincial government holds responsibility for the Traffic Safety Act and associated regulations/specified penalties, including the establishment of school and playground zones with reduced speed limits to safeguard children's well-being.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to make changes to the Alberta Traffic Safety Act to improve safety within designated school zones and playground zones through measures such as double fines for speeding offenses or adjusting demerits to encourage improved compliance.

BACKGROUND:

This issue affects all Alberta municipalities with school zones and/or playground zones. According to a study cited by the Global Road Safety Partnership¹ increasing speeding fines by 50-100 per cent can result in a 15 per cent decrease in violations.

Given the alignment with existing provincial legislation intended to protect vulnerable road users, and the potential to help reduce safety incidents in school zones and playground zones, this resolution should be given a high priority.

While prioritizing the safety of road users in school zones and playground zones does not specifically align with strategic initiatives listed in Alberta Municipalities' 2024 Business Plan, it does align with the general strategy of prioritizing and building common solutions that strengthen municipalities.

Advocacy to increase fines for speeding in school and playground zones was addressed by Alberta Municipalities through a 2011 resolution sponsored by the City of Grande Prairie. Alberta Transportation responded that they were not pursuing an increase in fine amounts at that time. There does not appear to be any other associations or groups acting on this issue currently.

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 the ABmunis Board by the Safe and Healthy Communities Committee within the context of other priorities and positions.

¹ Sakashita, C. Fleiter, J.J, Cliff, D., Flieger, M., Harman, B. & Lilley, M (2021). A Guide to the Use of Penalties to Improve Road Safety. Global Road Safety Partnership, Geneva, Switzerland.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Briana Stallcup
Constituent Assistant, City of Calgary
caward3@calgary.ca

C6: Coverage of Mandatory Drivers' Medical Exam Fees for Albertans Aged 75 and Older

Moved by: City of Cold Lake
 Seconded by: Town of Bonnyville

WHEREAS mandatory driver medical exams for Albertans aged 75 years and older were covered by the Alberta Health Care Insurance Plan until 2020;

WHEREAS many Albertans aged 75 years and older live on a fixed income and are disproportionately impacted by new and increasing personal expenses;

WHEREAS the ability to maintain a driver's license impacts an individual's independence, his or her ability to efficiently attend medical appointments, and care for themselves as well as their families;

WHEREAS seniors who are not able to drive increasingly rely on municipal services, including accessible transportation, door-to-door bus services, and medical travel subsidies; and

WHEREAS it is in Alberta's best interest to encourage and support independent, active, and healthy seniors who are able to age in their communities with dignity and a high quality of life.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Government of Alberta to reinstate Alberta Health Care Insurance Plan coverage for mandatory driver medical exams for Albertans aged 75 years and older.

BACKGROUND:

In 2020, the Government of Alberta removed mandatory driver medical exams from the Alberta Health Care Insurance Plan (AHCIP) as a cost-saving measure. Amongst the reasons cited for the change was that Alberta was the only province to cover such costs.

Alberta's 2024-25 budget contains measures intended to assist seniors with rising costs, including a 25% reduction in personal registry services and a 25% coverage of the cost of mandatory medical exams. These programs are acknowledged and commended by the movers of this resolution as a meaningful step that will reduce the cost of living and help to maintain the independence of Alberta's seniors.

Given the recent and unprecedented rise in the cost of living, and the disproportionate affect that cost of living increases have on people as they age and are more likely to rely on a fixed income, however, it is requested that the Government of Alberta consider resuming its position as a leader in providing access to mandatory drivers' medical exams for its residents aged 75 years and older.

Mandatory drivers' medical exams are required at the age of 75, 80, and every two years thereafter. The requirements for such mandatory drivers' exams are, of course, reasonable given that changes in people's health can impact their ability to drive safely and are more likely to occur as people age.

The costs, however, are not consistent across the province and can range up to \$150, a 75% increase over the rate that was covered under the AHCIP, which was \$85.58. The movers of this resolution feel that it is in our province's best interest to ensure that each Albertan can live as independently as possible where they are able and willing to do so. Significant fees for mandatory drivers' medical exams can represent a barrier to maintaining a driver's license for healthy Albertan's aged 75 and older who would otherwise be medically cleared to drive.

The Government of Alberta has noted that the population of seniors in Alberta continues to rise faster than any other age group. According to the Government of Alberta's website, in September 2022, there were 725,000 Albertans

over the age of 65 years. That number is expected to double by 2042. Ensuring that Albertans aged 75 and up can afford to maintain their driver's license will also ensure that a greater number of Albertans are able to remain active participants in the communities in which they plan to age. Maintaining independence will mitigate social isolation and exclusion, which the Government of Alberta notes "... can be a significant issue for many seniors and can lead to negative health effects including depression and a reduced sense of well-being." (<https://www.alberta.ca/seniors-resources>)

The benefits of independence and independent mobility that come with maintaining a driver's license are magnified in the context of rural and remote communities. Many seniors living in a rural or remote context must travel to Alberta's larger centres for health care appointments. If these trips cannot be made independently, the burden often falls on public services or more expensive private transportation options.

ALBERTA MUNICIPALITIES' COMMENTS:

ABmunis does not currently have a position on this issue. On June 18, 2024, the Government of Alberta announced that seniors over 65 years of age now receive a 25 per cent discount on driver's medical exams¹; however, this does not meet the intent of the resolution that seniors should receive full coverage under the Alberta Health Care Insurance 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 Economic Strategy Committee within the context of other priorities and positions.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Andrew Serba
Manager of Economic Development, Strategy and Communications
City of Cold Lake
aserba@coldlake.com

¹ Government of Alberta June 18, 2024 News Release: "Another registry discount for seniors."
<https://www.alberta.ca/release.cfm?xID=90536BB2B13FF-ADDE-CF3F-70AF076F9D229090>

C7: Alberta Learner's Licence Program Review

Moved by: City of Brooks
 Seconded by: Town of Sexsmith

WHEREAS the ability to drive impacts the livelihood of individuals who do not have access to public transportation to go to and from work and other daily needs, especially in rural Alberta;

WHEREAS the Province of Alberta possesses the most restrictive Learner's Licence Program in Canada;

WHEREAS within the Government of Alberta's Learner's Licence Program, a Class 7 Learner's Licence is the first step to legally driving a vehicle per Alberta's Graduated Driver Licensing (GDL) program;

WHEREAS for the first year, a driver with a Class 7 Learner's License may only operate a vehicle if there is a passenger present who is over 18 years old and has a full Class 5 driver's license or higher;

WHEREAS after one year with a Class 7 Learner's License, a driver can complete a series of tests and upgrade to a Class 5 GDL, which no longer requires a licensed passenger, but still carries various restrictions; and

WHEREAS in Alberta, it takes up to three years to get a full, non-GDL Class 5 Driver's Licence.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate for the Provincial Government to review its Learner's Licence Program for legislative changes which includes shortening the Class 7 Learner's Licence period from twelve months to eight months for those 16 years of age and older who take an approved and accredited driver's training course.

BACKGROUND:

In Alberta, there is no ability to shorten the Class 7 Learner's Licence period by taking driver's training. For those 16 and over, the process requires a minimum of twelve months before a road test can be completed to obtain a Class 5 GDL, which enables the license holder to drive without a licensed passenger present.

If a person is 16 years or older when they apply for a driver's license, Alberta's GDL system requires:

1. At least one year with a Class 7 license, which requires the driver to travel with a passenger in the front seat who has a full Class 5 license.
2. After one year, the driver may complete a road test and receive a Class 5 GDL, which allows them to drive without a licensed passenger, but other restrictions still apply.
3. A driver with a Class 5 GDL may only upgrade to a full Class 5 license after they have driven with a Class 5 GDL for at least two years and have had no license suspensions or demerits in the last year. However, a driver can reduce the time they hold a Class 5 GDL by six months if they complete an accredited Class 5 driver training school.¹

If a person is under 16 years old when they apply for a Class 7 learner's license, they will not be eligible to upgrade to a Class 5 GDL until they turn 16 years old.

In most provinces, individuals with a Class 7 Learner's Licence have the opportunity to shorten the required time period to obtain a full Class 5 Driver's Licence by way of an approved and accredited driver's training course that teaches the fundamentals of driving, both in theory and practicality. Should a new driver be successful in completing the approved and accredited driver's training course, the driver is able to cut down their probation time anywhere from 12 months to eight months (and even six months in some provinces).

¹ Steps to getting an Alberta driver's licence <https://www.alberta.ca/get-drivers-licence-steps>

If the Province of Alberta reduced the Class 7 Learner's Licence period with the approved and accredited driver's training course, it would certainly mean safer roads, as it is witnessed too often that Class 7 drivers are driving with individuals who they themselves barely know how to drive or just sit there as a passenger rather than someone who is to be providing supervision. In addition, a lot of Class 7 drivers continue to hold their Class 7 Learner's Licence for a number of consecutive years which is attributed to failing road tests, as the driver likely had no real training and or good supervision.

Giving Albertans the option to take a driver's training course that not only goes over the theory of driving, but the fundamentals of actually driving is crucial to the individual's development as a driver and fellow road user.

Furthermore, it is a great incentive for people to obtain their Class 5 GDL within a shorter period of time, which is so important in aiding in municipal economies, as new opportunities will arise for business across the province. This will also provide an opportunity for those who want to do better and learn how to be better drivers because of it. Drivers may even qualify for cheaper insurance rates with having a driver's training course on file as well.

ALBERTA MUNICIPALITIES' COMMENTS:

ABmunis does not currently have a position on this 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 other priorities and positions.

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Mohammed Idriss
Councillor
City of Brooks
MIdriss@brooks.ca

C8: Review of Provincial Animal Protection Act

Moved by: City of Airdrie
 Seconded by: Town of Didsbury

WHEREAS Alberta's Animal Protection Act (APA) is a crucial legislative framework designed to safeguard the welfare of animals within the province;

WHEREAS it is imperative to periodically reassess and update existing legislation to ensure it remains effective and aligned with current standards and Alberta's APA has not been substantially changed since 2006;

WHEREAS the current version of the legislation does not differentiate between commercial and companion animals;

WHEREAS societal attitudes and norms have changed, new challenges and risks have emerged and best practices for animal protection may be enacted;

WHEREAS municipalities play a pivotal role in enforcing animal welfare laws within our jurisdictions; and

WHEREAS Alberta's outdated APA lacks clear guidance for when peace officers are empowered to act and what enforcement mechanisms are available such as cases where companion animals are in the care of an animal shelter, rescue, or humane society.

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta for a comprehensive review and update of Alberta's Animal Protection Act.

BACKGROUND:

The landscape of animal welfare is dynamic, with new challenges and risks constantly emerging. Public attitudes towards animals and their treatment have undergone significant transformation in recent decades, with an increasing emphasis on compassion, empathy, and ethical stewardship.

Under the current Animal Protection Act (APA) there is no differentiation between commercial and companion animals. This distinction is necessary to provide appropriate guidelines for care and welfare enforcement. Commercial animals can include horses, cattle, sheep, swine and live poultry but usually, they are animals raised for meat production or other products from the animals. A companion animal could be anything that is not a commercial animal, but most commonly include dogs and cats.¹ While a review of the APA may include changes that impact commercial animals, this resolution allows for better protection of companion animals.

In 2006, a major revision to the APA was enacted, only the second update since its inception in 1967. A comprehensive review of the APA is now needed to identify and rectify deficiencies in the legislation, ensuring that it provides clear guidance and consistent enforcement mechanisms across municipalities in dealing with companion animals.

Modernizing legislation and regulation around kennels and rescues is critical to ensuring the welfare and safety of animals in these facilities. With the growing prevalence of companion animals and the increasing demand for adoption and boarding services, outdated regulations fail to address emerging challenges and protect vulnerable animals. Clear and comprehensive regulations can establish standards for housing, care, and hygiene, ensuring that companion animals are provided with adequate nutrition, medical attention, and living conditions. Additionally, updated regulations can mandate regular inspections, licensing requirements, and transparency measures, enabling authorities to monitor compliance and intervene promptly in cases of neglect or abuse.

¹ Province of Manitoba, Animal Care Act. https://web2.gov.mb.ca/laws/statutes/ccsm/_pdf.php?cap=a84

In addition, over the past decade Alberta has witnessed a significant shift in online animal sales. The increase of online marketplaces, social media platforms and unregulated transactions has transformed the way companion animals are bought, sold, and traded, presenting both opportunities and risks for animal welfare and regulation. While reputable breeders and licensed sellers may utilize online channels to connect with potential buyers, there has also been a surge in informal or backyard breeding operations advertising animals for sale online. These sellers may operate without proper licensing, veterinary oversight, or adherence to animal welfare standards, raising concerns about the welfare and health of the animals involved.

Additionally, the anonymity and convenience of online platforms have created challenges for enforcement agencies tasked with monitoring and regulating animal sales. Unlike traditional brick-and-mortar pet stores or breeding facilities, online sellers can easily avoid scrutiny and oversight, making it difficult to ensure compliance with existing regulations. This lack of transparency and accountability poses risks not only to animal welfare but also to consumer protection, as buyers may unknowingly purchase animals from disreputable sources.

Municipalities play a pivotal role in enforcing animal welfare laws within our jurisdiction. By revisiting the APA, the province can streamline enforcement procedures, provide additional resources, and enhance collaboration between municipalities and provincial authorities, improving compliance with animal welfare standards.

A local business in Airdrie, which was operating as a dog rescue organization, was recently charged under the APA. With complaints dating back to 2016, Airdrie Municipal Enforcement in partnership with the Alberta SPCA seized a large number of dogs in varying states of distress due to the care conditions at the facility. Under the authority of the APA, peace officers are empowered to act when animals are in distress; however, challenges exist as the Act does not provide direction on animal care standards for shelters, rescues, or Humane Societies. Additionally, there are no requirements for registration or oversight of organizations who provide sheltering and care for animals.

In recent years, several Canadian provinces, including British Columbia and Ontario, have taken significant steps to strengthen their animal protection legislation, reflecting a growing recognition of the importance of safeguarding animal welfare. Manitoba's legislation¹ stands out as an example with clear definitions, separation between commercial and companion animals and kennel regulations. The Alberta SPCA and other provincial animal welfare associations agree that the APA is lacking the necessary tools to truly protect animal welfare and could be engaged as stakeholders in the review process.

A comprehensive review of Alberta's APA is essential to ensure that it remains robust, relevant, and responsive to the evolving needs of companion animals and society. From incorporating scientific advancements to addressing enforcement challenges and fostering stakeholder engagement, such a review holds the potential to enhance animal welfare outcomes across the province.

ALBERTA MUNICIPALITIES' COMMENTS:

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

RESOLUTION CONTACT:

Prior to the vote at ABmunis' Convention, any questions about this resolution may be directed to:

Leona Esau
Intergovernmental Liaison
City of Airdrie
Leona.esau@airdrie.ca

¹ Province of Manitoba, Animal Care Act. https://web2.gov.mb.ca/laws/statutes/ccsm/_pdf.php?cap=a84



Alberta Municipalities Strength In Members

Connect

300, 8616 51 Avenue
Edmonton, AB T6E 6E6
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abmunis.ca



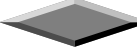
MEMORANDUM

To: Kim Hymers

From: Rachel Morbeck

Date: July 30, 2024

Re: Tax Public Auction Date



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. 24/23	Prepared Tax Arrears List and sent notification to owners
Aug. 6/24	Council to set Reserve Bid and sale conditions
Sept. 16/24	Send ad to Alberta Gazette (send in 10 working days before ad)
Sept. 30/24	Advertise Public Auction in the Alberta Gazette
Oct. 4/24	Send copy of ad to registered property owners and all parties having an interest in the property
Nov. 7/24	Advertise Public Auction in the Stettler Independent
Nov. 19/24	Public Auction at the Town Office at 1:00 p.m.

- Section 418 of the MGA states that the Public Auction must be held between April 1, 2024 and March 31, 2025.
- 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 properties will go to the Public Auction on November 19, 2024 unless taxes are paid prior to the sale:

Lot/Block/Plan	Civic Address	Land	Improvements	Total
5-6/12/1177HW	5809 – 50A Avenue	88,950	196,250	285,200
W 49'A/20/1177HW	5822 – 50 Avenue	68,740	117,590	186,330
1/2/260TR	4102 – 44 Avenue	339,630	1,115,710	1,455,340
2/1088RS	4416 – 41 Street	143,760	0	143,760

3/7/7621217	4706 – 41 Street	121,360	208,390	329,750
17/72/6850KS	5713 – 46 Avenue	81,150	117,200	198,350
14/8/RN54	4907 – 52 Street	79,380	121,670	201,050

Recommendation:

That the Town of Stettler Council set the 2024 Tax Public Auction date as November 19, 2024 and approve using the 2024 assessment values as the reserve bids for all 2024 tax sale properties and that the terms for the sale be cash or certified cheque.

MEMORANDUM

To: Kim Hymers

From: Rachel Morbeck

Date: July 30, 2024

Re: Tax Public Auction Date for Designated Manufactured Homes

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 manufactured home in the tax recovery process:

Date	Action
Mar. 24/23	Prepared Tax Arrears List
Aug. 6/24	Council to set Reserve Bid and sale conditions
Oct. 4/24	Send copy of ad to registered property owners, owner of M/H Park and all parties having an interest in the property
Nov. 7/24	Advertise Public Auction in the Stettler Independent
Nov. 19/24	Public Auction at the Town Office at 1:00 p.m.

- Section 436.09 of the MGA states that the Public Auction must be held between April 1, 2024 and March 31, 2025.
- Under Section 436.1 of the MGA Council must set a reserve bid that is as close as reasonably possible to the market value of the designated manufactured home 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 designated manufactured home if it is not sold at the public auction.
- After the Town takes title to the designated manufactured home the property owner can regain title to the designated manufactured home if all taxes are paid before the Town sells the property.
- The following designated manufactured homes will go to the Public Auction on November 19, 2024 unless the taxes are paid prior to the sale:

Civic Address	Land	Improvements	Total
#15, 4822 – 58 Street	0	16,000	16,000
#31, 4822 – 58 Street	0	22,740	22,740

Recommendation

That the Town of Stettler Council set the 2024 Tax Public Auction date as November 19, 2024 and approve using the 2024 assessment values as the reserve bids for all designated manufactured home Tax Public Auction properties and that the terms of sale be cash or certified cheque.



Request For Decision

Issue:

Development Permit Application: 3516-2024
Applicant: 1859892 Alberta Inc. (Kyle McCowan)
Municipal: 4625 59 Street (Heartland Lodge)
Development: Change of Use from Motel to Apartment Building.

BACKGROUND

General:

The property is located along the Highway Commercial District (Hwy 56 South) and on July 16, 2024 Town of Stettler council rezoned 4625 – 59 Street to DC3: Direct Control Commercial Neighborhood District, therefore, all decisions pertaining to development must be directed to Council for approval. Based on the need for rental units in our community, the existing use of the building and the residential zone adjacent to the property, the application for a change in use from Motel to Apartment Building is conducive to the area.

The applicant will be required to ensure all apartments are built to the current Alberta Building Code standards, including proper fire separation between units, hard wired fire alarms, proper egress from basement windows, etc.

Development Review:

Land Use District – DC3: Direct Control Commercial Neighborhood District

Existing Land Use – Motel

Proposed Land Use – Dwelling – Apartment

Definition –“DWELLING” means a complete building or self-contained portion of a building used or designed to be used by a household, containing independent and separate sleeping, cooking and sanitary facilities intended as a permanent residence and having an independent entrance either directly from the outside of the building or through a common area inside the building

Legislation and Policy:

Staff has assessed this application against the provisions outlined in the Town of Stettler Land Use Bylaw 2060-15.

RECOMMENDATION

Recommendation:

That Town of Stettler Council approve this application subject to the following conditions:

1. The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw #2060-15.
2. The owner/applicant is responsible for the cost and repair of any damage to public property or works located thereon that may occur as a result of undertaking work regulated by the Alberta Building Code.
3. Compliance with the provisions of Land Use Bylaw #2060-15 does not exempt the applicant from compliance with any provincial, federal, or other municipal legislation;
4. The owner/applicant must not alter the existing parking of the property as it currently meets the required parking spaces.
5. It is the owner/applicant’s responsibility to ensure that lot grading and drainage are compliant with Section 51 of the Town of Stettler Land Use Bylaw #2060-15;
6. The owner/applicant shall ensure that all water, sanitary, and storm connections are approved by the Town of Stettler’s Director of Operational Services;
7. The owner/applicant must submit any revisions of the blueprints to the Town of Stettler Development Authority for approval;
8. The owner/applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code;
9. The owner/applicant must obtain a building permit for each dwelling unit of this development following the mandatory 21 day appeal period. (In order to obtain a building permit all proper documentation, plans, and fees must be in place). If construction commences prior to a building permit being obtained the building permit fee shall be doubled in accordance with Town of Stettler Policy IV-1.

Alternatives:

- Approve the application with additional conditions
- Defeat the application stating reasons.

Author:

Angela Stormoen, Development Officer

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 77360	77374
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Biologica Environmental Servic	77360	2024-07-26	\$1,737.75

Invoice Description		Invoice Number	Invoice Amount

WTP - Algae Analysis		24-170-01	\$1,737.75

Blue Grass Sod Farm Ltd.	77361	2024-07-26	\$26,205.15

Invoice Description		Invoice Number	Invoice Amount

Roads - Screen Top Soil		G152427	\$26,205.15

Fine Line Locating Ltd.	77362	2024-07-26	\$217.67

Invoice Description		Invoice Number	Invoice Amount

Shop - Private Locater		24-488	\$217.67

Hometown Productions & Media	77363	2024-07-26	\$126.00

Invoice Description		Invoice Number	Invoice Amount

Park Advertising		216	\$126.00

Icon Saftey Consulting Inc.	77364	2024-07-26	\$357.00

Invoice Description		Invoice Number	Invoice Amount

Park - Training		27130	\$357.00

Ken-Mar Concrete	77365	2024-07-26	\$9,997.79

Invoice Description		Invoice Number	Invoice Amount

Lanes - 3/4" Lane Crush		1990	\$9,997.79

Larson's Auto Electric 2010	77366	2024-07-26	\$20.92

Invoice Description		Invoice Number	Invoice Amount

Park - Gasket		IN4060229	\$8.66
Parks - Weedeater Parts		IN4060224	\$6.48
Parks - Washer for Trimmer		IN4060230	\$5.78

RCAP Leasing	77367	2024-07-26	\$218.40

Invoice Description		Invoice Number	Invoice Amount

Office - Telecommunications		1092078	\$218.40

Receiver General for Canada	77368	2024-07-26	\$67,103.25

Invoice Description		Invoice Number	Invoice Amount

Library CPP Payment		2024.02.20	\$52.52
Town Tax Remittance		PP15-24	\$52,931.44
Town Tax Remittance		PP15-24.	\$7,644.82
BOT Tax Remittance		PP15-24.BOT 114	\$2,634.75

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Library Tax Remittance		PP15-24.LIBRAR	\$3,837.18
Town Tax Remittance		PP15A-24	\$2.54
===== Ross, Erin	77369	2024-07-26	\$700.00
Invoice Description		Invoice Number	Invoice Amount
Entertainment in the Park		2024	\$700.00
===== Score Projects Inc.	77370	2024-07-26	\$1,751.40
Invoice Description		Invoice Number	Invoice Amount
Shop - Beams for Moving Shed		2024.07.12	\$1,751.40
===== Thinktel Communications	77371	2024-07-26	\$167.28
Invoice Description		Invoice Number	Invoice Amount
Office - Telephone		1341997	\$167.28
===== Town of Stettler - Petty Cash	77372	2024-07-26	\$249.35
Invoice Description		Invoice Number	Invoice Amount
Petty Cash		2024.07.23	\$249.35
===== Van Electric	77373	2024-07-26	\$1,881.60
Invoice Description		Invoice Number	Invoice Amount
Airport - Runway Pot Lights		667	\$1,881.60
===== Woody's Automotive Ltd.	77374	2024-07-26	\$2,745.96
Invoice Description		Invoice Number	Invoice Amount
P&L - Bench Wire Grinding		612-886001	\$46.57
Trans, Water & park Oil		612-887979	\$1,137.44
Shop Tools		612-884611	\$23.63
Shop - Brake Clean		612-884807	\$66.65
Shop - Zip Ties		612-887043	\$42.89
Shop - Shop Towel		612-888158	\$61.31
Shop - Hardware		612-884053	\$8.88
Trans Oil		612-887834	\$94.66
Trans - Oil		612-887980	\$263.56
Parks - ATF for Pickup		612-885980	\$47.38
Parks - Trans Cooler Line		612-885977	\$227.42
Water - Ball Joints		612-886047	\$32.94
Trans - Seat Covers		2024.06.03	\$556.94
Trans - Cab Filter		612-887465	\$24.09
Parks - Power Steering Hose		612-885973	\$44.96
Parks - Belt for Mower		612-883508	\$32.56
Trans - Air Filter		2024.06.04	\$34.08

	Total Cheques		\$113,479.52
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number 77375	77381
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Bissett, Ken	77375	2024-08-02	\$85.00

Invoice Description	Invoice Number	Invoice Amount	

Canada Day - Cornhole Bags	162016	\$85.00	
=====			
GP Concrete Services	77376	2024-08-02	\$12,642.00

Invoice Description	Invoice Number	Invoice Amount	

Water & Trans Repairs	723578	\$12,642.00	
=====			
Heartland Industries Inc.	77377	2024-08-02	\$1,375.92

Invoice Description	Invoice Number	Invoice Amount	

Roads - Turret Plate	37026	\$1,375.92	
=====			
Jamie Allanach	77378	2024-08-02	\$650.00

Invoice Description	Invoice Number	Invoice Amount	

Entertainment in the Park	2024	\$650.00	
=====			
Linde Canada	77379	2024-08-02	\$702.90

Invoice Description	Invoice Number	Invoice Amount	

Pool - Chemical	43840689	\$702.90	
=====			
Sienna's Cleaning	77380	2024-08-02	\$900.00

Invoice Description	Invoice Number	Invoice Amount	

Shop - July Cleans	114410	\$900.00	
=====			
Spiral Mobility	77381	2024-08-02	\$2,154.01

Invoice Description	Invoice Number	Invoice Amount	

Equipment - Tailbox	17656	\$1,437.42	
Truck - Beacon	17657	\$702.43	
Water - Chraging Cord	17752	\$14.16	

	Total Cheques		\$18,509.83
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0007710	EFT0007733
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Acklands - Grainger Inc.	EFT0007710	2024-07-23	\$424.40

Invoice Description	Invoice Number	Invoice Amount	

Pool - Janitor Supplies	9143641059	\$189.38	
Pool - Janitor Supplies	9155802086	\$235.02	

Action Plumbing & Excavating	EFT0007711	2024-07-23	\$4,110.04

Invoice Description	Invoice Number	Invoice Amount	

Trans - Pipe for Solar Pump	I034828	\$199.50	
WTP - Food Grade Oil	I034849	\$3,672.27	
Parks - Dog Park Water Barrel	I034874	\$20.39	
Water - Auger sewer	W42789	\$217.88	

Air Liquide Canada Inc.	EFT0007712	2024-07-23	\$138.14

Invoice Description	Invoice Number	Invoice Amount	

Shop - Compressed Gas Rental	77559967	\$138.14	

Alberta Animal Services	EFT0007713	2024-07-23	\$15,031.04

Invoice Description	Invoice Number	Invoice Amount	

June Bylaw Enforcement	11280	\$15,031.04	

Bagshaw Electric Ltd.	EFT0007714	2024-07-23	\$36.54

Invoice Description	Invoice Number	Invoice Amount	

SRC - Potlights	IC056523	\$36.54	

Bunzl Cleaning & Hygiene	EFT0007715	2024-07-23	\$239.65

Invoice Description	Invoice Number	Invoice Amount	

Pool - Equipment & freight	140638	\$239.65	

ClearTech Industries Inc.	EFT0007716	2024-07-23	\$10,665.23

Invoice Description	Invoice Number	Invoice Amount	

WTP - Bulk Sodium Hypochlorite	INV1118366	\$8,848.14	
WTP - Captor	INV1119551	\$2,237.09	

Clearview Public Schools	EFT0007717	2024-07-23	\$735.80

Invoice Description	Invoice Number	Invoice Amount	

Office - Joint Expenses	7232	\$735.80	

Commercial Truck Equipment Cor	EFT0007718	2024-07-23	\$656.51

Invoice Description	Invoice Number	Invoice Amount	

Fire - TAK 4 Measuring Tool	CA-0004729532 ¹¹⁷	\$656.51	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Contact Safety Service Ltd.	EFT0007719	2024-07-23	\$97.65
Invoice Description	Invoice Number	Invoice Amount	
Trans - Fire Extinguisher	1562	\$97.65	
Hymers, Kim	EFT0007720	2024-07-23	\$149.29
Invoice Description	Invoice Number	Invoice Amount	
PR - Steel Wheel Stampede	2024.06.10	\$149.29	
IJD Inspections Ltd.	EFT0007721	2024-07-23	\$1,795.73
Invoice Description	Invoice Number	Invoice Amount	
P&D - Saftey Code Inspections	4511	\$1,795.73	
KaizenLAB Inc.	EFT0007722	2024-07-23	\$1,344.00
Invoice Description	Invoice Number	Invoice Amount	
Water - Lagoon Sampling	INV0095644	\$218.40	
Water - Lagoon Sampling	INV0095496	\$218.40	
Water - Lagoon Sampling	INV0095951	\$218.40	
Water - Lagoon Sampling	INV0095819	\$688.80	
Keiths Refrigeration	EFT0007723	2024-07-23	\$252.00
Invoice Description	Invoice Number	Invoice Amount	
Health Unit - Reset T-Stats	24153	\$252.00	
Lifesaving Society	EFT0007724	2024-07-23	\$157.50
Invoice Description	Invoice Number	Invoice Amount	
Pool - Advanced Aquatics	29926	\$157.50	
NextGen Automation	EFT0007725	2024-07-23	\$725.52
Invoice Description	Invoice Number	Invoice Amount	
Office Photocopies & Water Bil	593855	\$725.52	
Roadway Traffic Products	EFT0007726	2024-07-23	\$877.46
Invoice Description	Invoice Number	Invoice Amount	
Traffic Lane - Paint	11752	\$877.46	
Stettler Dodge Ltd.	EFT0007727	2024-07-23	\$54.92
Invoice Description	Invoice Number	Invoice Amount	
Shop - Trim molding	160033	\$54.92	
Stettler Equipment Sales & Ren	EFT0007728	2024-07-23	\$36.75
Invoice Description	Invoice Number	Invoice Amount	
Spray Park - Jack Hammer Renta	147573	\$36.75	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Stettler & District Handibus	EFT0007729	2024-07-23	\$193.22

Invoice Description	Invoice Number	Invoice Amount	
Bus Garage - Utilities	4100	\$193.22	

Stingray Radio Inc.	EFT0007730	2024-07-23	\$682.50

Invoice Description	Invoice Number	Invoice Amount	
June Advertising	809418-6	\$682.50	

Vanlanduyt, Lara	EFT0007731	2024-07-23	\$20.99

Invoice Description	Invoice Number	Invoice Amount	
PR - Council mtg Coffee	2024.06.20	\$20.99	

Wet Water Industries Ltd.	EFT0007732	2024-07-23	\$173.74

Invoice Description	Invoice Number	Invoice Amount	
Fire Joint - Salt	AR58803	\$96.85	
Fire Joint - Monthly Contract	AR58654	\$76.89	

WTS Manufacturing & Sales Inc.	EFT0007733	2024-07-23	\$627.48

Invoice Description	Invoice Number	Invoice Amount	
Water - Steel	4644	\$627.48	

Total Cheques			\$39,646.10
			=====
			\$39,226.10

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0007734	EFT0007749
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
4L Communications Inc.	EFT0007734	2024-07-30	\$36.74

Invoice Description	Invoice Number	Invoice Amount	
Water - Screen Saver	STTLRIN22217	\$36.74	

Ainsworth Inc.	EFT0007735	2024-07-30	\$6,763.05

Invoice Description	Invoice Number	Invoice Amount	
SRC - Capital Software	SRVCE156942	\$6,763.05	

APEX Supplementary Pension Pla	EFT0007736	2024-07-30	\$334.42

Invoice Description	Invoice Number	Invoice Amount	
Sub pension Plan Remit	PP15-24	\$334.42	

Brugman, Etienne J. L.	EFT0007737	2024-07-30	\$718.30

Invoice Description	Invoice Number	Invoice Amount	
Fire - Hotel at Training	2024.05.29	\$718.30	

Canadian Union of Public Emplo	EFT0007738	2024-07-30	\$742.50

Invoice Description	Invoice Number	Invoice Amount	
Union Dues	PP15-24	\$742.50	

Canoe Procurement Group of Can	EFT0007739	2024-07-30	\$14,827.71

Invoice Description	Invoice Number	Invoice Amount	
June Fuel	PF-12101-11570	\$14,827.71	

Contact Safety Service Ltd.	EFT0007740	2024-07-30	\$97.65

Invoice Description	Invoice Number	Invoice Amount	
Equipment - Fire Extinguisher	2024.06.07	\$97.65	

E360S Environmental 360 Soluti	EFT0007741	2024-07-30	\$27,985.96

Invoice Description	Invoice Number	Invoice Amount	
June Waste Collection	RD0000321998	\$27,985.96	

Hitch to Headlights	EFT0007742	2024-07-30	\$2,824.90

Invoice Description	Invoice Number	Invoice Amount	
Trans - CVIP on Tandem	6701	\$1,238.45	
Equip - CVIP on Hydrovac	6733	\$647.52	
Equip - CVIP on Hydrovac	6670	\$923.15	
Finance Charge	1143	\$15.78	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Joe Johnson Equipment	EFT0007743	2024-07-30	\$3,617.77

	Invoice Description	Invoice Number	Invoice Amount
	Street Clean - Brooms	P44350	\$2,649.65
	Street Clean - Drag Shoes	P44335	\$968.12

Local Authorities Pension Plan	EFT0007744	2024-07-30	\$31,568.41

	Invoice Description	Invoice Number	Invoice Amount
	LAPP Contribution	PP15-24	\$31,568.41

Lifesaving Society	EFT0007745	2024-07-30	\$135.00

	Invoice Description	Invoice Number	Invoice Amount
	Pool - Advanced Aquatics	30208	\$75.00
	Pool - Advnaced Aquatics	30301	\$60.00

Northstar Trucking Ltd.	EFT0007746	2024-07-30	\$1,260.00

	Invoice Description	Invoice Number	Invoice Amount
	Park - Shale Delivery	16312	\$630.00
	Park - Shale Delivery	16478	\$630.00

Stettler Registry Services Ltd	EFT0007747	2024-07-30	\$50.25

	Invoice Description	Invoice Number	Invoice Amount
	Roads - Drivers Abstract	SR100028417	\$33.66
	Park - Drivers Abstract	SR100029417	\$16.59

Westvac Industrial Ltd.	EFT0007748	2024-07-30	\$734.59

	Invoice Description	Invoice Number	Invoice Amount
	Equip - Reducer for Hydrovac	P14141	\$734.59

White Ice (1995) Ltd.	EFT0007749	2024-07-30	\$3,417.95

	Invoice Description	Invoice Number	Invoice Amount
	SRC - Ice Making	33738	\$3,417.95

	Total Cheques		\$95,115.20
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number EFT0007750	EFT0007778
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
4L Communications Inc.	EFT0007750	2024-08-13	\$1,179.11

Invoice Description	Invoice Number	Invoice Amount	

SRC & Parks - Work Phone	STTLRIN22254	\$1,179.11	

Action Plumbing & Excavating	EFT0007751	2024-08-13	\$1,068.35

Invoice Description	Invoice Number	Invoice Amount	

WTP - Food Grade Oil	I035037	\$734.45	
Shop - Furnace Filters	I034981	\$333.90	

Black Press Group Ltd.	EFT0007752	2024-08-13	\$2,219.42

Invoice Description	Invoice Number	Invoice Amount	

Canada Day Ad	BPI167642	\$325.89	
P&D - Permit Ads	BPI167641	\$965.01	
PR - Pancake Breakfast Ad	BPI169248	\$455.92	
Office - Tax Notices	BPI169249	\$166.62	
Office - Tax Notices	BPI169247	\$305.98	

Border Paving Ltd.	EFT0007753	2024-08-13	\$8,205.75

Invoice Description	Invoice Number	Invoice Amount	

Roads - Hot & Cold Mix	76173	\$5,168.36	
Roads - Hot Mix	76236	\$3,037.39	

Bounty Onsite Inc.	EFT0007754	2024-08-13	\$3,730.82

Invoice Description	Invoice Number	Invoice Amount	

Trans - Hi Vis Coveralls	001-154553	\$157.50	
P&L - Janitorial Supplies	001-154634	\$10.54	
Trans - Hard Hats	001-154706	\$151.20	
Comm Hall - Kitchen HVAC	001-154470	\$132.71	
Trans - Pipe	001-154723	\$330.75	
SRC - Air Freshner	001-154953	\$126.50	
Lions - Janitor Supplies	001-154733	\$1,259.15	
Parks - Hard Hats	001-154876	\$131.56	
Shop - Speed Sensor	001-154358	\$25.99	
Trans - Hi Vis Clothing	001-155281	\$451.00	
P&L - Janitorial Supplies	001-154438	\$953.92	

Brenntag Canada Inc.	EFT0007755	2024-08-13	\$3,469.20

Invoice Description	Invoice Number	Invoice Amount	

WTP - Aqua Ammonia	46850923	\$4,414.20	

Canadian Red Cross	EFT0007756	2024-08-13	\$123.00

Invoice Description	Invoice Number	Invoice Amount	

First Aid Training	CRC-776483	\$61.50	
First Aid Training	CRC-780669	\$20.50	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Admin - First Aid	CRC-776477		\$41.00
Canadian Tire #671	EFT0007757	2024-08-13	\$374.94
=====			
Invoice Description	Invoice Number	Invoice Amount	
Parks - Flower Truck	2399.	\$10.49	
P&L - Gopher Gasser	2413	\$47.22	
Parks - Cemetery	2448	\$167.98	
Parks - Pruners	2477	\$39.34	
Parks - Wire Cutters	2307	\$108.10	
WTP - Supplies	2396	\$45.38	
=====			
Canoe Procurement Group of Can	EFT0007758	2024-08-13	\$58,544.85
=====			
Invoice Description	Invoice Number	Invoice Amount	
Trans, Park & Water - Diesel	PF-12071-11531	\$6,192.62	
Roads - Fabric for Building	AB220137	\$1,089.61	
Water - Stock	AB219962	\$1,360.80	
Trans - Blade for Bobcat	AB218410	\$467.32	
Parks - Tire Repair	AB219281	\$41.30	
Parks - Tire repair	AB218053	\$54.12	
WTP - Tire Repair	AB219991	\$40.56	
Trans - Tire Repair	AB220136	\$41.30	
WTP - Utility Clutch	AB220628	\$1,422.75	
Grader - Drawbar	AB218122	\$44,455.15	
Fire - Engine Service	AB220935	\$3,411.67	
=====			
Caro Analytical Services	EFT0007759	2024-08-13	\$946.58
=====			
Invoice Description	Invoice Number	Invoice Amount	
WTP - Water Analysis	IC2416756	\$946.58	
=====			
Commercial Truck Equipment Cor	EFT0007760	2024-08-13	\$7,417.62
=====			
Invoice Description	Invoice Number	Invoice Amount	
Fire - Equipment Ladder Test	CA-0004728642	\$626.41	
Fire - Maintenance Tests	CA-0004728640	\$1,538.11	
Fire - Inspection & Tests	CA-0004728634	\$5,253.10	
=====			
Dean's Machine Inc.	EFT0007761	2024-08-13	\$157.50
=====			
Invoice Description	Invoice Number	Invoice Amount	
Trans - Machine Wheels	48665	\$157.50	
=====			
Diverse Signs	EFT0007762	2024-08-13	\$352.71
=====			
Invoice Description	Invoice Number	Invoice Amount	
Park - Bucket Truck Rental	11650	\$189.57	
P&L - Playground Closure Sign	11672	\$163.14	
=====			
GT Hydraulic & Bearing	EFT0007763	2024-08-13	\$907.55
=====			
Invoice Description	Invoice Number	Invoice Amount	
Parks - Flower Truck	000-415502	\$8.57	
Arena - HVAC Unit	000-416589	\$19.92	
Water - Fittings	000-415623	\$204.66	
Trans - Headlight	000-415137	\$52.50	
Water - Fittings	000-415327	\$265.25	
Water - U-Bolts	000-416027	\$97.41	
Water - Cable	000-415935	\$251.10	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
WTP - Durometer O Rings	000-415536		\$5.75
P&L - Equipment Parts	000-415530		\$2.39
Heartland Express	EFT0007764	2024-08-13	\$345.92
Invoice Description	Invoice Number	Invoice Amount	
Water - Freight	15834	\$345.92	
Heartland Promotions Inc.	EFT0007765	2024-08-13	\$73.50
Invoice Description	Invoice Number	Invoice Amount	
HBC - Supplies	798	\$73.50	
Icetech Refrigeration	EFT0007766	2024-08-13	\$3,538.50
Invoice Description	Invoice Number	Invoice Amount	
SRC - Ice Plant Repair	1325	\$1,711.50	
SRC - Season Staryup	1319	\$1,827.00	
i. d. Apparel	EFT0007767	2024-08-13	\$209.48
Invoice Description	Invoice Number	Invoice Amount	
Council - Stationary	122299	\$209.48	
KaizenLAB Inc.	EFT0007768	2024-08-13	\$1,344.00
Invoice Description	Invoice Number	Invoice Amount	
Water - Lagoon Sampling	INV0096119	\$218.40	
Water - Lagoon Sampling	INV0096262	\$218.40	
Water - Lagoon Sampling	INV0096420	\$688.80	
Water - Lagoon Sampling	INV0096583	\$218.40	
Manalastas, Victor	EFT0007769	2024-08-13	\$3,412.50
Invoice Description	Invoice Number	Invoice Amount	
Office Joint Janitor	15	\$3,150.00	
Fire Joint Janitor	16	\$262.50	
MPE Engineering Ltd	EFT0007770	2024-08-13	\$1,754.55
Invoice Description	Invoice Number	Invoice Amount	
Sewer - Waterbody Survey	4360-002-00-02	\$1,754.55	
Northstar Trucking Ltd.	EFT0007771	2024-08-13	\$5,124.00
Invoice Description	Invoice Number	Invoice Amount	
Roads - Push Up Concrete Site	325462	\$5,124.00	
Peavey Mart	EFT0007772	2024-08-13	\$470.10
Invoice Description	Invoice Number	Invoice Amount	
Trans - Pumps for Airport	2005755006	\$69.74	
Parks - Saftey Clothes	2006590006	\$120.00	
Parks - New hose	2004667003	\$52.46	
Parks - Flower Truck	2003557004	\$18.42	
Pool - Buidling Repair	2005756003	\$3.55	
Parks - New Pump	2004638003	\$125.99	
P&L - Building Repairs	2005807003	\$29.91	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
P&L - Flower Nozzle		2003629003	\$20.99
P&L - Safety Supplies		2047723	\$13.30
Trans - Sunscreen		2048922	\$15.74
=====			
Shanes Instrument Services Ltd	EFT0007773	2024-08-13	\$2,887.97
Invoice Description	Invoice Number	Invoice Amount	
Water - Troubleshooting	20796	\$2,887.97	
=====			
Stettler Dads Services	EFT0007774	2024-08-13	\$1,500.00
Invoice Description	Invoice Number	Invoice Amount	
Water - July Meter Reading	2024-07	\$1,500.00	
=====			
Stettler Flooring	EFT0007775	2024-08-13	\$264.47
Invoice Description	Invoice Number	Invoice Amount	
SRC - Paint	77544	\$264.47	
=====			
Stingray Radio Inc.	EFT0007776	2024-08-13	\$546.00
Invoice Description	Invoice Number	Invoice Amount	
July Advertising	809418-7	\$546.00	
=====			
Valley Green Landscaping	EFT0007777	2024-08-13	\$1,806.00
Invoice Description	Invoice Number	Invoice Amount	
Water - Dig	04828	\$1,202.25	
Water - Dig	04829	\$603.75	
=====			
W.R. Meadows of Western Canada	EFT0007778	2024-08-13	\$3,938.28
Invoice Description	Invoice Number	Invoice Amount	
Roads - Rubberized Crack Fill	120019050	\$3,938.28	
=====			
Total Cheques			\$116,933.59
=====			
			\$115,912.67

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number ONL000799	ONL000803
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Poulin's Professional Pest Con	ONL000799	2024-07-26	\$247.21

Invoice Description	Invoice Number	Invoice Amount	

Office - Pest control	1685302	\$90.72	
SRC - Pest Control	1685291	\$156.49	
=====			
Shaw Cable	ONL000800	2024-07-26	\$120.75

Invoice Description	Invoice Number	Invoice Amount	

Comm Hall - Wifi	2024.07.17	\$120.75	
=====			
Shaw Cable	ONL000801	2024-07-26	\$441.00

Invoice Description	Invoice Number	Invoice Amount	

SRC - Wifi	2024.07.15	\$441.00	
=====			
Shaw Cablesystems GP	ONL000802	2024-07-26	\$109.15

Invoice Description	Invoice Number	Invoice Amount	

Fitness Area Cable	2024.07.01	\$109.15	
=====			
Workers' Compensation Board -	ONL000803	2024-07-26	\$13,460.31

Invoice Description	Invoice Number	Invoice Amount	

WCB - 3rd Installment	27342893	\$13,460.31	

	Total Cheques		\$14,378.42
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number ONL000804	ONL000804
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Collabria Payment Processing	ONL000804	2024-07-26	\$23,364.45

Invoice Description	Invoice Number	Invoice Amount
Flowers	2024.06.12.761	\$459.39
Computer - Training	2024.06.12.768	\$991.67
WTP - Drip Containment	2024.06.12.767	\$58.77
Fitness - Training & Sp Events	2024.06.12.751	\$99.92
Pool - Vinyl Tape & Training	2024.06.12.756	\$80.08
HBC & Fitness - June Meeting	2024.06.12.764	\$227.07
Park - Flowers & BBQ	2024.06.12.104	\$1,078.15
BOT - Visa	2024.06.12.BOT	\$2,692.43
Office - Pop Supply	2024.06.12.133	\$338.96
Sewer - Fab Materials	2024.06.12.763	\$372.37
Trans - Training	2024.06.12.754	\$1,480.80
Fire - USB Adaptors	2024.06.12.753	\$160.82
PR - Seniors Week	2024.06.12.759	\$11,659.54
Council - Meal & Tickets	2024.06.12.760	\$896.30
Fire - Training	2024.06.12.755	\$2,401.53
P&L - Training	2024.06.12.765	\$366.65

	Total Cheques	\$23,364.45
		=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number ONL000805	ONL000805
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====	=====	=====	=====
Access Gas Services Inc.	ONL000805	2024-07-26	\$13,265.80
-----	-----	-----	-----
Invoice Description	Invoice Number	Invoice Amount	
-----	-----	-----	-----
Office Gas	200406-3693	\$624.37	
Fire Joint Gas	202406-3687	\$229.81	
Shop - Gas	202406-3694	\$106.28	
Airport - Gas	202406-3686	\$135.20	
WTP - Gas	202406-3689	\$2,958.60	
Water - Gas	202406-3584	\$91.88	
Sewer 1 - Gas	202406-3685	\$184.21	
Sewer 2 - Gas	202406-3692	\$85.63	
SRC & Pool Gas	202406-3691	\$8,429.73	
Hall Gas	202406-3690	\$246.37	
Parks - Gas	202406-3688	\$173.72	

	Total Cheques		\$13,265.80
			=====

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID CU GENERAL	CU GENERAL
Vendor Name	First	Last	Cheque Number ONL000806	ONL000808
Cheque Date	First	Last		

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Collabria Payment Processing	ONL000806	2024-08-02	\$22,375.29

	Invoice Description	Invoice Number	Invoice Amount

	SRC - Training	2024.07.12.761	\$1,564.23
	BOT - Visa	2024.07.12.BOT	\$1,693.52
	Park - Visa	2024.07.12.765	\$1,143.43
	Fitness - Office	2024.07.12.751	\$27.83
	WTP - Visa	2024.07.12.767	\$11.54
	Park - Visa	2024.07.12.104	\$215.40
	Fire Town & Joint - Adobe	2024.07.12.753	\$74.29
	Computer - Stroage & paper	2024.07.12.768	\$366.10
	Water - Mapping	2024.07.12.763	\$139.62
	Fire - Training	2024.07.12.859	\$350.00
	P&L - Supplies (Visa)	2024.07.12.764	\$1,980.17
	P&D & Council - Convention	2024.07.12.759	\$11,997.74
	Fire - Training & Call Expense	2024.07.12.755	\$634.78
	Office & PR Dessert for Lunch	2024.07.12.133	\$452.73
	Shop & Airport Supplies	2024.07.12.762	\$832.33
	Pool - Training	2024.07.12.756	\$751.69
	Trans - Air Brake Test	2024.07.12.754	\$139.89

Rogers	ONL000807	2024-08-02	\$54.60
	Invoice Description	Invoice Number	Invoice Amount

	Fire Joint - Phone	2840305662	\$54.60

United Farmers of Alberta	ONL000808	2024-08-02	\$267.53
	Invoice Description	Invoice Number	Invoice Amount

	Trans - Hydraulic Oil	2024.06.28	\$129.56
	Trans - Asphalt	2024.07.15	\$120.96
	Trans - Cement Powder	2024.07.29	\$17.01

	Total Cheques		\$22,697.42
	=====		



Request For Decision

Agenda Item:

Issue:

Applicant: Rachel Ewan

Legal: Lot 20, Block 18, Plan RN54A

Civic: 4719 – 49 Street

Proposed Land Use Bylaw 2060-15 Amendment:

1. Amending R2A: Residential Mixed District to include "Day Care Facility" as a Discretionary Use
2. Rezoning from R2: Residential General District to R2A: Residential Mixed District

Recommendation:

That Council gives second & third reading to Bylaw 2174-24 to Amend Land Use Bylaw 2060-15 that Part 10: LAND USE DISTRICTS Section 79 Amending R2A: Residential Mixed District to include "Day Care Facility" as a Discretionary Use. And Rezone Lot 20, Block 18, Plan RN54A from R2: Residential General District to R2A: Residential Mixed District

General:

Rachel Ewan has requested to amend the Town of Stettler Land Use Bylaw 2060-15 Land Use District R2A: Residential Mixed District to include "Day Care Facility" as a Discretionary Use. And Rezone Lot 20, Block 18, Plan RN54A from R2: Residential General District to R2A: Residential Mixed District to accommodate a proposed Day Care Facility at the above-mentioned address.

The current zoning does not allow for Day Care Facility, however the nature of the existing vacant structure (Historically Lynes Chiropractic) and the zoning of the adjacent lands makes this location conducive for the proposed use and zoning.

The applicant proposes to convert the existing commercial building at 4719 – 49 Street into a Day Care Facility including a fully fenced outdoor play area.

Further, the addition of a 'Day Care Facility' as a Discretionary Use means any development permit application for this use will require Municipal Planning Commission decision. Pursuant Section 19.3 of the Town of Stettler Land Use Bylaw:

19.1 In making a decision on a Development Permit application for a Discretionary Use, the Municipal Planning Commission:

19.3.1 May approve the application if it meets the requirements of this Bylaw, with or without conditions, based on the merits of the application including any approved statutory plan or approved policy affecting the site; or,

19.3.2 May refuse the application even though it meets the requirements of this Bylaw; or,

19.3.3 Shall refuse the application if the proposed development does not conform to this Bylaw.

Please note any Day Care Facility must meet all requirements within the Town of Stettler Land Use Bylaw 2060-15 and the Alberta Early Learning and Child Care Act.

Legislation and Policy:

Staff has assessed this application against the provisions outlined in the Town of Stettler Land Use Bylaw, Municipal Development Plan and Municipal Government Act.

Land Use Bylaw Implications:

Section 79: R2A Residential Mixed District

84.1 Purpose:

To provide an area for mixed residential and commercial use, with businesses offering professional and personal services which are compatible with residential activities.

84.2 Uses:

Permitted Uses	Discretionary Uses
Accessory Building	Apartment Building
Building Demolition	Assisted Living Facility
Dwelling, Single Detached	Basement Suite
Dwelling, Duplex	- Dwelling, Single Detached Only
Dwelling - Rowhouse	Bed and Breakfast Facility
Dwelling, Fourplex	Boarding Facility
Dwelling, Triplex	Clinic
Home Occupation	Day Care Facility
Public Use	Dwelling Units Above Ground Floor
Public Assembly	Business
	Florist Shop
	Funeral Home
	Group Care Facility
	Office Building
	Personal Service Shop
	Signs
	Utility Building

84.3

Site Regulations:

In addition to the Regulations contained in Parts Seven, Eight and Nine, the following regulations shall apply to every development in this district.

Site Coverage	At the discretion of the Development Authority
Minimum Parcel Area	Dwelling, Single Detached: - Interior Parcels 460 square metres - Corner Parcels 510 square metres Dwelling, Duplex (Per Unit): - Interior Parcels 230 square metres - Corner Parcels 255 square metres Dwelling, Triplex and Fourplex (Per Unit): - Interior Parcels 200 square metres - Corner Parcels 220 square metres Dwelling, Rowhouse (Per Unit): - Interior Parcels 185 square metres - Corner Parcels 275 square metres

Maximum Building Height	Dwellings: Detached, Duplex, Fourplex, Rowhouse, Triplex and Group Care Facility – 10.0 m Apartment Building – A maximum of four full storeys above grade: flat roof – 15.0 m; sloped roof – 18.75 m
Double Fronting Yards	A site abutting two streets or more shall have a front yard on each street and two side yards in accordance with the setback requirements of the Bylaw.
Front Yard Setback	At the discretion of the Development Authority
Side Yard Setback	Dwelling, Duplex, Fourplex, Rowhouse, Single Detached and Triplex – 1.5 m except where it abuts a public roadway 3.0 m, or as required by the Alberta Building Code, whichever is greater. Apartments – 3.0 m except where it abuts public roadway 6.0 m, or as required in the Alberta Building Code, whichever is greater. Commercial – Nil, or as required by the Alberta Building Code, whichever is greater.
Rear Yard Setback	Residential - 7.5 m except on corner or double fronting lots Commercial – Shall be provided for parking and loading spaces
Landscaping	Residential - 25% of Site Area.
Parking	Residential - A two car parking area shall be provided to the rear, side or front of the dwelling. Notwithstanding, in the case of a dwelling fronting onto an arterial road, the parking area shall access from the lane where one is provided. Commercial – Part 8 of this Bylaw.
Accessory Buildings	Section 34 of this Bylaw.

Alternatives:

Council does not proceed to give this Bylaw second & third reading.

Author:

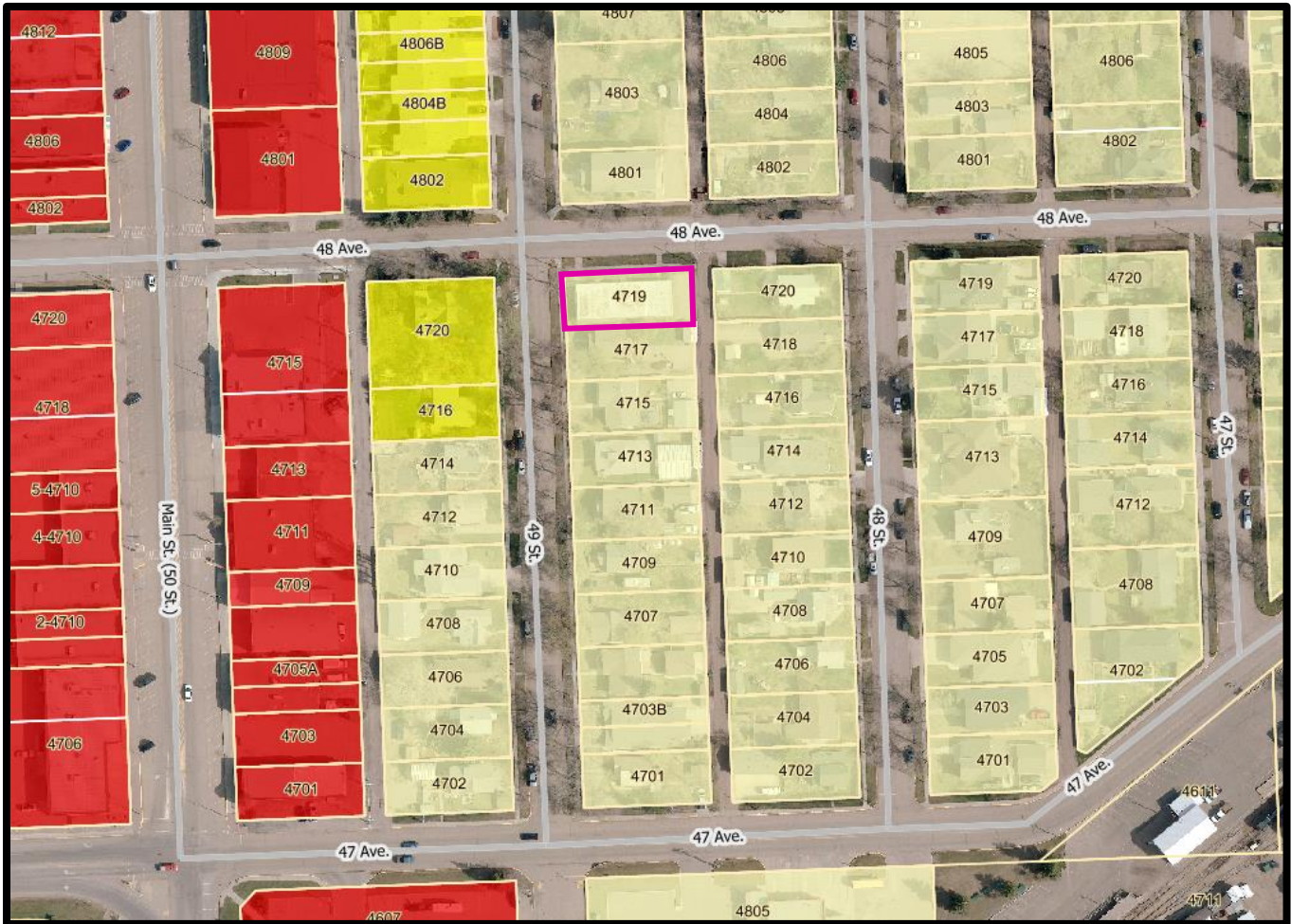
Angela Stormoen
Development Officer

Land Use Bylaw 2060-15 Proposed Amendment

Bylaw 2174-24

4719 – 49 Street

Current Zoning



LEGEND	
	C1: Commercial Central
	R2A: Residential Mixed
	R2: Residential General
	4017 – 49 Street



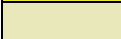

Land Use Bylaw 2060-15 Proposed Amendment

Bylaw 2174-24

4719 – 49 Street

Proposed Zoning



LEGEND	
	C1: Commercial Central
	R2A: Residential Mixed
	R2: Residential General
	4017 – 49 Street

Land Use Bylaw 2060-15 Proposed Amendment

Bylaw 2174-24

4719 – 49 Street

Aerial Photo



LEGEND	
	4625 – 59 Street

BYLAW 2174-24

A BYLAW OF THE TOWN OF STETTLER, PROVINCE OF ALBERTA TO AMEND BYLAW NO. 2060-15 OF THE SAID TOWN.

WHEREAS pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26 and amendments thereto.

THE MUNICIPAL COUNCIL OF THE TOWN OF STETTLER IN COUNCIL ASSEMBLED ENACTS AS FOLLOWS:

1. That Part 10: LAND USE DISTRICTS be amended by changing Section 79: R2A: Residential Mixed District to include "Day Care Facility" as a Discretionary Use, whose regulations are described within Schedule "A", which is attached to and forming part of this Bylaw; and
2. That Schedule "A" of Bylaw 2060-15 shall be and is hereby amended as follows:
 - (a) Lot 20, Block 18, Plan RN54A rezone from R2: Residential General District to R2A: Residential Mixed District.
3. That this Bylaw shall take force and effect upon the date of final passing thereof.

READ a first time this 2nd day of July A.D. 2024.

NOTICE OF ADVERTISEMENT published July 11 & 18, 2024.

Public Hearing held August 6, 2024 at 7:00 P.M.

READ a second time this ___ day of _____ A.D. 2024.

READ a third time and finally passed this ___ day of _____ A.D. 2024.

Mayor

Assistant CAO

Schedule A

Section 79: R2A Residential Mixed District

84.1 Purpose:
To provide an area for mixed residential and commercial use, with businesses offering professional and personal services which are compatible with residential activities.

84.2 Uses:

Permitted Uses	Discretionary Uses
Accessory Building Building Demolition Dwelling, Single Detached Dwelling, Duplex Dwelling - Rowhouse Dwelling, Fourplex Dwelling, Triplex Home Occupation Public Use Public Assembly	Apartment Building Assisted Living Facility Basement Suite - Dwelling, Single Detached Only Bed and Breakfast Facility Boarding Facility Clinic Day Care Facility Dwelling Units Above Ground Floor Business Florist Shop Funeral Home Group Care Facility Office Building Personal Service Shop Signs Utility Building

84.3 Site Regulations:
In addition to the Regulations contained in Parts Seven, Eight and Nine, the following regulations shall apply to every development in this district.

Site Coverage	At the discretion of the Development Authority
Minimum Parcel Area	Dwelling, Single Detached: - Interior Parcels 460 square metres - Corner Parcels 510 square metres Dwelling, Duplex (Per Unit): - Interior Parcels 230 square metres - Corner Parcels 255 square metres Dwelling, Triplex and Fourplex (Per Unit): - Interior Parcels 200 square metres - Corner Parcels 220 square metres Dwelling, Rowhouse (Per Unit): - Interior Parcels 185 square metres - Corner Parcels 275 square metres
Maximum Building Height	Dwellings: Detached, Duplex, Fourplex, Rowhouse, Triplex and Group Care Facility – 10.0 m Apartment Building – A maximum of four full storeys above grade: flat roof – 15.0 m; sloped roof – 18.75 m
Double Fronting Yards	A site abutting two streets or more shall have a front yard on each street and two side yards in accordance with the setback requirements of the Bylaw.
Front Yard Setback	At the discretion of the Development Authority

Side Yard Setback	<p>Dwelling, Duplex, Fourplex, Rowhouse, Single Detached and Triplex – 1.5 m except where it abuts a public roadway 3.0 m, or as required by the Alberta Building Code, whichever is greater.</p> <p>Apartments – 3.0 m except where it abuts public roadway 6.0 m, or as required in the Alberta Building Code, whichever is greater.</p> <p>Commercial – Nil, or as required by the Alberta Building Code, whichever is greater.</p>
Rear Yard Setback	<p>Residential - 7.5 m except on corner or double fronting lots</p> <p>Commercial – Shall be provided for parking and loading spaces</p>
Landscaping	Residential - 25% of Site Area.
Parking	<p>Residential - A two car parking area shall be provided to the rear, side or front of the dwelling. Notwithstanding, in the case of a dwelling fronting onto an arterial road, the parking area shall access from the lane where one is provided.</p> <p>Commercial – Part 8 of this Bylaw.</p>
Accessory Buildings	Section 34 of this Bylaw.

**4719 – 49 Street
Proposed Zoning**



LEGEND	
	C1: Commercial Central
	R2A: Residential Mixed
	R2: Residential General
	4017 – 49 Street



Request For Decision

Agenda Item:

Issue:

Application for Land Use Bylaw Amendment: Bylaw 2175-24

Legal: Lot D, Block 1, Plan 4911RS and Lot B, Block 1, Plan 529MC

Civic: 7002 & 7010 – 50 Avenue

Applicant: Finishing Touch Exterior Ltd.

Proposed Land Use Bylaw Amendment:

1. That Lot D, Block 1, Plan 4911RS & Lot B, Block 1, Plan 529MC be rezoned from DC4: Direct Control Urban Reserve District to C2: Highway Commercial District.

Recommendation:

That Council consider the application and give 1st Reading to Land Use Bylaw Amendment 2175-24 to rezone Lot D, Block 1, Plan 4911RS & Lot B, Block 1, Plan 529MC from DC4: Direct Control Urban Reserve District to C2: Highway Commercial District.

General:

The applicant is proposing to amend the Land Use Bylaw and rezone the above-mentioned parcels from DC4: Direct Control Urban Reserve District to C2: Highway Commercial District. The applicant has requested the amendment to accommodate the development of a strip mall featuring a Takeout/Delivery Restaurant, a sit-down Restaurant and a professional lease bay, additionally a stand-alone Restaurant for Takeout/Delivery. Attached is the proposed site plan for the two lots at the corner of Hwy 12 and 70 Street (REPP Subdivision).

The long-range plan identified in the Intermunicipal Development Plan (IDP) for this area is mixed business. The intention of the Urban Reserve Direct Control District was to allow existing uses to remain while maintaining the long-term plan to have this area transition into mixed commercial/industrial. Based on the future industrial/commercial plan as well as the existing operations in the area, the application for rezoning the southeast corner of the REPP subdivision to C2: Highway Commercial District is conducive to the area and transition to mixed business.

The applicant is currently preparing the development permit application, at which time the applicant will be required to enter into a Development Agreement with the Town of Stettler to ensure all improvements are complete and approved by the Town of Stettler for final acceptance.

The Land Use Bylaw Amendment is before council for consideration of 1st Reading. Following 1st Reading a public hearing will be set for the Land Use Bylaw Amendment on September 3, 2024.

Legislation and Policy:

Staff has assessed this application against the provisions outlined in the Town of Stettler Land Use Bylaw, the Municipal Development Plan, and the Intermunicipal Development Plan

Alternatives:

Defeat the application stating reasons.

Author:

Angela Stormoen, Development Officer

Shannon Harvey
6 Kirtley Close, Carlisle Estates
Stettler, AB T0C 2L0
780-621-3413
July 11, 2024

Town of Stettler
P.O. Box 280
5031 50 Street
Stettler, AB T0C 2L0

Dear Members of the Town of Stettler Council,

I am writing to formally request the rezoning of the properties located at 7002 50 Ave and 7010 50 Ave Stettler from their current designation of DC4 Direct Control Reserve to C2 Commercial Highway District. This change will facilitate the development of new establishments that will significantly benefit our community.

Currently, these properties are occupied by two houses that have fallen into disrepair. Transforming this area into a vibrant commercial zone will revitalize this part of our town. My proposed project includes the construction of a strip mall featuring a quick-service restaurant, a sit-down restaurant, and a professional lease bay within the strip mall. These additions will not only enhance the aesthetic appeal of the area but also serve as a hub for social and professional activity, drawing new families and businesses to Stettler.

The proposed development will offer numerous advantages:

1. **Economic Growth:** The new establishments will create jobs and stimulate economic activity. This influx of businesses and patrons will benefit the local economy and provide more opportunities for residents.
2. **Community Enhancement:** Restaurants and professional services will provide much-needed amenities for our residents, contributing to a higher quality of life and making Stettler an even more attractive place to live and work.
3. **Attraction of New Residents and Businesses:** By offering new services and professional spaces, we will draw new families and businesses to our community, promoting growth and diversification.

We understand that there are homes in the vicinity of the proposed development, and we are committed to ensuring that these residential areas are not disturbed by the project. We will take all necessary measures to minimize any potential impact on the surrounding neighborhood, maintaining the peace and tranquility of the community. This includes careful planning of traffic flow, noise management, and maintaining green spaces around the development.

The transformation of these properties into a commercial district aligns with our town's vision for progress and development. I am confident that this project will be a positive step forward for Stettler, enhancing our community and providing long-term benefits.

I appreciate your consideration of this rezoning request and am available to discuss the proposal in more detail at your convenience. Thank you for your time and attention to this matter.

Sincerely,

Shannon Harvey

Shannon Harvey

P.O. Box 759
6 Kirtley Close
Carlisle Estates
Stettler, AB T0C 2L0

Town of Stettler

P.O. Box 280
5031 50 St
Stettler, AB T0C 2L0

Dear Members of the Town of Stettler Council,

I hope this letter finds you well. I am writing to request your support for the improvement and repaving of the service road essential for our proposed commercial project at 7002 50 Ave and 7010 50 Avenue Stettler.

Our project, which includes the development of restaurants (one quick-service and another dine-in) and a professional lease bay within a proposed strip mall, aims to significantly enhance the community by attracting new families and businesses to Stettler. We acknowledge that there are residential areas nearby, and we are committed to ensuring that our project does not disturb the peace and quality of life for these residents.

The improvement of the service road is a crucial element for the success of our project. Proper road infrastructure will not only facilitate access to our commercial establishments but also enhance the overall connectivity and safety of the area. We believe these improvements will have long-term benefits for the community, including better traffic flow and increased property values.

Given the substantial cost of our project, which is estimated at \$5 million, we are seeking potential funding options to help offset some of the expenses associated with upgrading the service road. One potential avenue for support is through Alberta Transportation's Strategic Transportation Infrastructure Program (STIP). This program provides funding to municipalities for projects that improve local and regional transportation infrastructure. The goals of STIP include enhancing accessibility, improving the movement of goods and people, and increasing the capacity of municipal infrastructure to support economic growth ([Alberta.ca](#)) ([Alberta Business Grants](#)) ([Alberta.ca](#)).

We believe that with the Town of Stettler's support, we can collaboratively apply for STIP funding. This partnership would not only reduce the financial burden on our company but also ensure the timely and efficient completion of the necessary road improvements.

The benefits of this development to our community are substantial:

1. **Economic Growth:** The new establishments will create jobs, stimulate economic activity, and attract more businesses to Stettler, thereby benefiting the local economy.
2. **Community Services:** The new businesses will provide much-needed amenities for our residents, contributing to a higher quality of life and making Stettler an even more attractive place to live and work.
3. **Enhanced Infrastructure:** The improvement of the service road will not only benefit the new development but also enhance the overall infrastructure of the area, leading to better traffic flow and accessibility.

To facilitate this, we propose several potential avenues through which the Town of Stettler could assist with the cost of the roadwork:

1. **Cost-Sharing Agreement:** A formal agreement in which the town and our company share the costs of repaving the service road, reflecting the mutual benefits of the improved infrastructure.
2. **Grants or Subsidies:** The town could provide grants or subsidies to support the infrastructure improvements, recognizing the broader community benefits that the project will bring.
3. **Tax Incentives:** Offering tax incentives or rebates for the portion of the project related to public infrastructure improvements could help offset the costs.
4. **Public-Private Partnership:** Establishing a public-private partnership where both the town and our company invest in the project, ensuring shared responsibility and mutual benefit.

Additionally, Alberta Transportation could play a significant role in supporting this project through various means:

1. **Evaluation and Approval:** Alberta Transportation can assist with the Traffic Impact Assessment (TIA) and environmental review to ensure that the service road improvements meet provincial standards and regulations.
2. **Funding Programs:** We can apply for provincial funding programs aimed at infrastructure development. Alberta Transportation may offer grants or subsidies to help cover the costs of the road improvements, recognizing the public benefits like the one previously mentioned.
3. **Cost-Sharing Agreements:** Alberta Transportation might enter into cost-sharing agreements with the Town of Stettler and our company, especially if the road improvements provide mutual benefits such as improved traffic flow and increased safety.
4. **Construction Oversight:** Alberta Transportation can provide oversight during the construction process to ensure compliance with provincial standards, which includes regular inspections and quality control measures.

We believe that with the support of both the Town of Stettler and Alberta Transportation, this project can greatly enhance our community, providing economic growth, improved services, and better infrastructure. We are eager to discuss these options further and work together to find a mutually beneficial solution.

Thank you for your time and consideration. I am available at your earliest convenience to discuss this proposal in more detail and explore how we can collaborate on this project.

Sincerely,

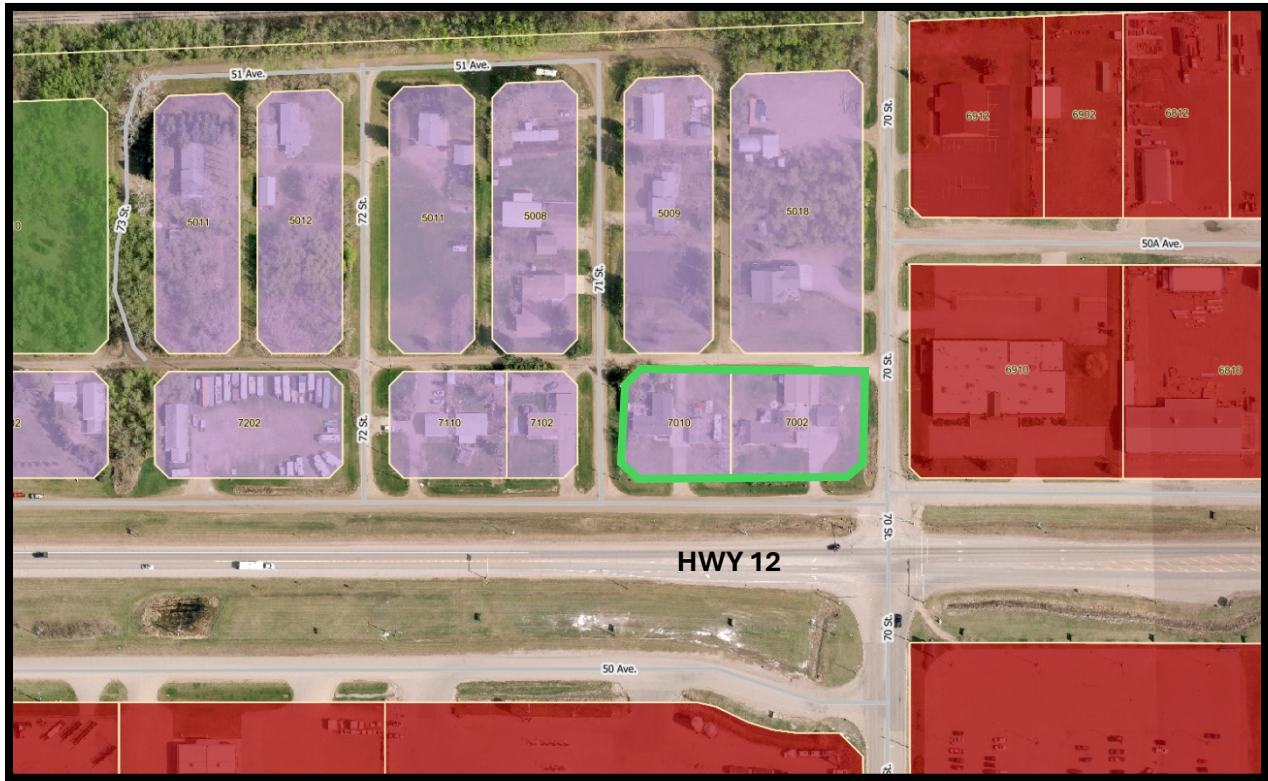
Shannon Harvey


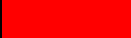


Land Use Bylaw 2060-15 Proposed Amendment

Bylaw 2175-24

7002 & 7010 – 50 Avenue

Current Zoning



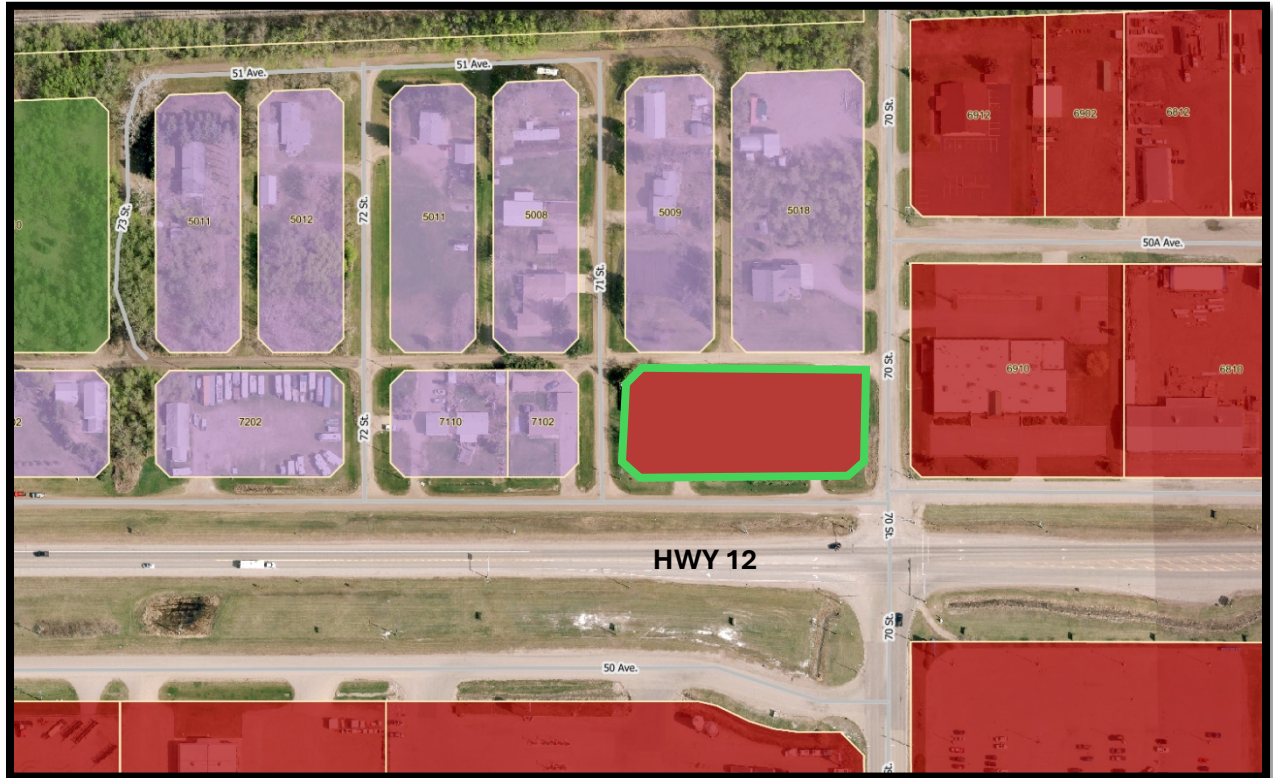
LEGEND	
	DC4: Direct Control Urban Reserve District
	C2: Commercial Highway
	P: Public Use
	7002 & 7010 – 50 Avenue





Land Use Bylaw 2060-15 Proposed Amendment

Bylaw 2175-24

7002 & 7010 – 50 Avenue

Proposed Zoning



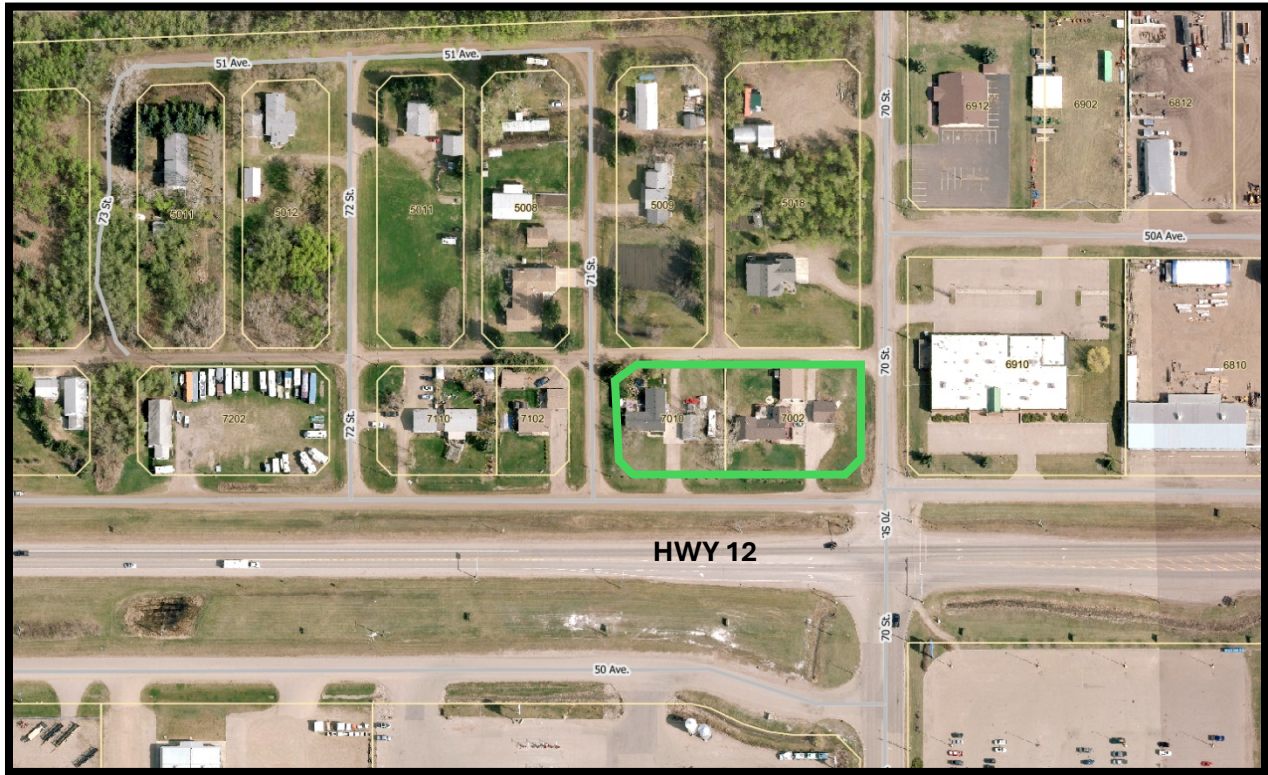
LEGEND	
	DC4: Direct Control Urban Reserve District
	C2: Commercial Highway
	P: Public Use
	7002 & 7010 – 50 Avenue

Land Use Bylaw 2060-15 Proposed Amendment

Bylaw 2175-24

7002 & 7010 – 50 Avenue

Aerial Image



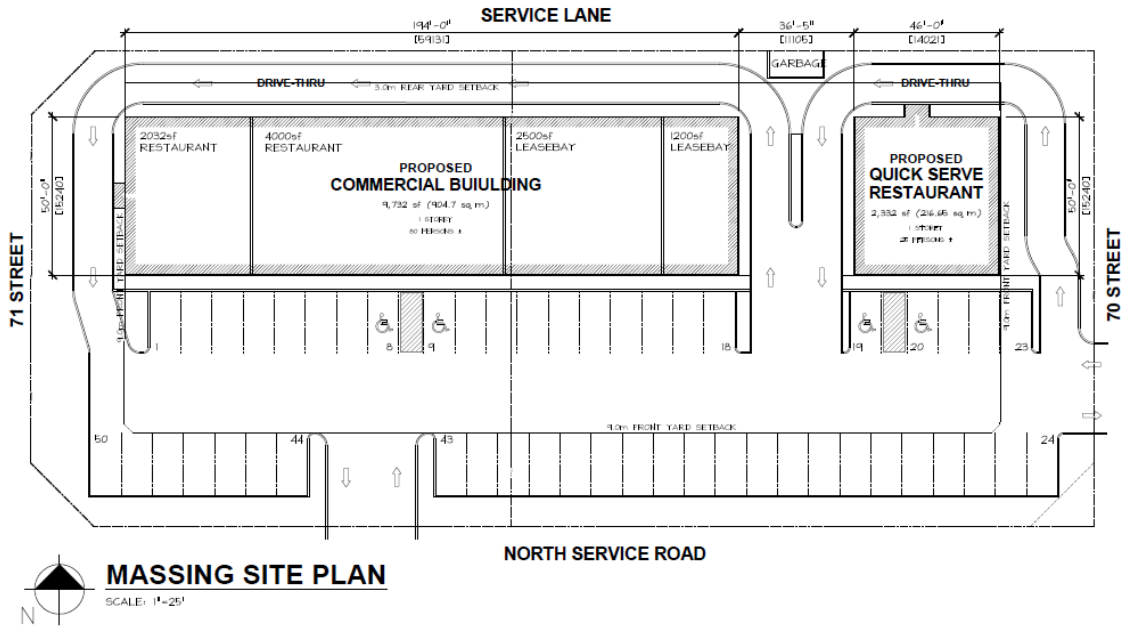
LEGEND	
	7002 & 7010 – 50 Avenue

Land Use Bylaw 2060-15 Proposed Amendment

Bylaw 2175-24

7002 & 7010 – 50 Avenue

Proposed Site Plan



BYLAW 2175-24

A BYLAW OF THE TOWN OF STETTLER, PROVINCE OF ALBERTA TO AMEND BYLAW NO. 2060-15 OF THE SAID TOWN.

WHEREAS pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26 and amendments thereto.

THE MUNICIPAL COUNCIL OF THE TOWN OF STETTLER IN COUNCIL ASSEMBLED ENACTS AS FOLLOWS:

1. That Schedule "A" of Bylaw 2060-15 shall be and is hereby amended as follows:

(a) That Lot D, Block 1, Plan 4911RS & Lot B, Block 1, Plan 529MC be rezoned from DC4: Direct Control Urban Reserve District to C2: Highway Commercial District

2. That this Bylaw shall take force and effect upon the date of final passing thereof.

READ a first time this ___ day of _____ A.D. 2024.

NOTICE OF ADVERTISEMENT published _____ & _____, 2024.

Public Hearing held _____ at 7:00 P.M.

READ a second time this ___ day of _____ A.D. 2024.

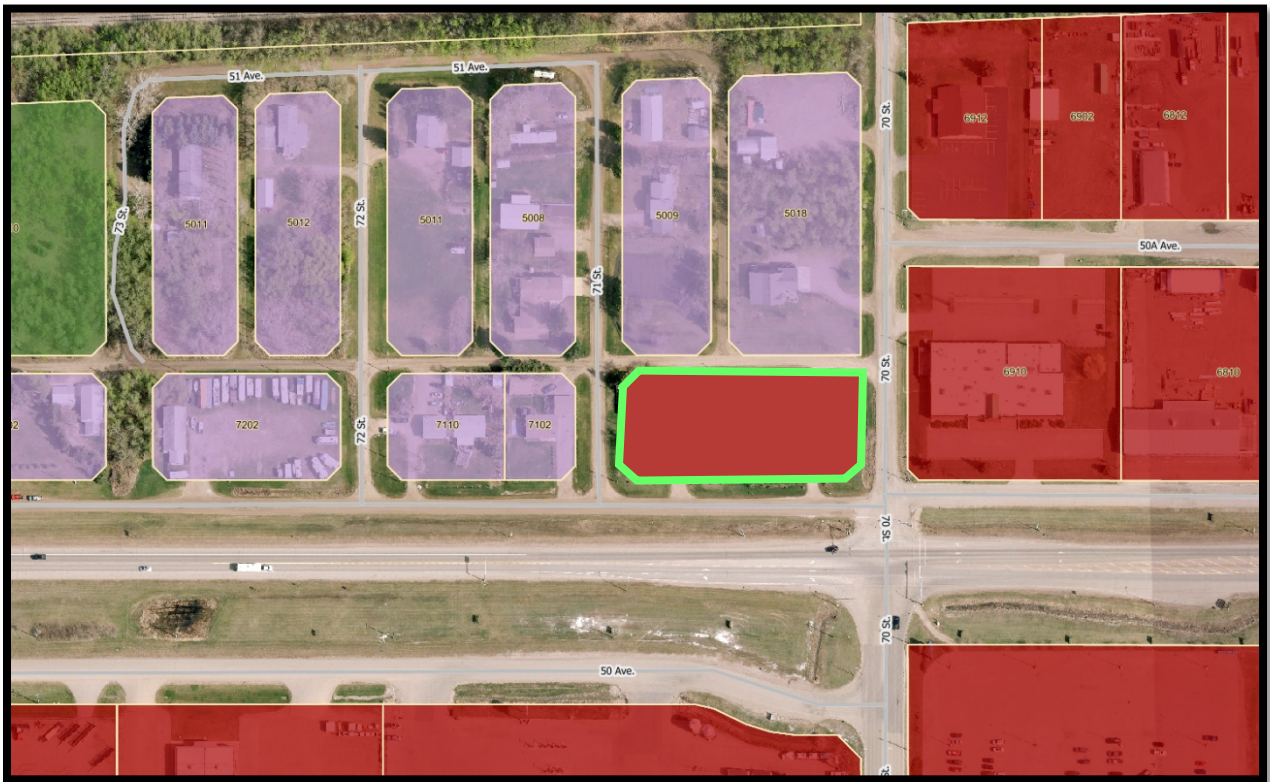
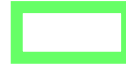
READ a third time and finally passed this ___ day of _____ A.D. 2024.

Mayor

Assistant CAO

Schedule A

Proposed Rezoning



CPSA's role

The College of Physicians & Surgeons of Alberta (CPSA) is the regulatory body for physicians and physician assistants in Alberta. Our mandate is to protect the public and ensure regulated members are providing safe, equitable and high-quality care. CPSA's role is outlined in the *Health Professions Act* and includes issuing practice permits to qualified physicians.

CPSA facilitates assessments and sponsorship to accelerate access to trained regulated members in communities across Alberta. CPSA is not responsible for physician recruitment, nor do we determine where regulated members practise.

Registration process

Before CPSA issues a practice permit to a physician or physician assistant, we need to ensure they have the training, knowledge and skills to practise safely. All physicians and physician assistants **must** have a valid practice permit to practise medicine in Alberta.

Process and timelines

1. Meet CPSA's eligibility requirements
2. Create an account with physiciansapply.ca
3. Submit a review of qualifications
4. Secure sponsorship and apply to sit the TDM Exam (if your credentials are from outside of Canada)
5. Apply for independent practice
6. Pass a Practice Readiness Assessment (PRA) if required
7. Get permit

On average, it takes CPSA less than one (1) day to make a decision on registration for independent practice once a registration application is complete (Step 5 above). A complete application includes all required documentation, such as credential verification, criminal record checks and certificates of professional conduct.

Learn more about the steps to independent practice at cpsa.ca/independent-practice.

Sponsorship

Recruiting an internationally trained family medicine physician to join your community's medical clinic starts with sponsoring a position.

In addition to Alberta Health Services (AHS), CPSA has expanded sponsorship to include individuals, municipalities, counties, or other legally recognized entities under the *Municipal Government Act*, as well as nonprofit, not-for-profit organizations and for-profit corporations.

Process and timelines

CPSA has developed a straightforward application process to guide you with sponsoring a family medicine physician position in your community's medical clinic.



CPSA strives to review completed sponsor applications within two weeks and provide a final assessment, including a written decision, within another two weeks.

Financial commitments

Sponsors pay a non-refundable fee of \$3,500 + GST, which covers the costs associated with reviewing the sponsorship application. Sponsors must commit to financially supporting the sponsored physician through the registration process, practice readiness assessment (PRA) and into independent practice.

Learn more about the sponsorship process at cpsa.ca/sponsorship.

Practice Readiness Assessment (PRA)

Before we give a physician a practice permit, we often need to assess them to make sure they have the right skills and can practise safely.

A Practice Readiness Assessment (PRA) is the required final step of an alternate path to independent practice in Alberta for international medical graduates (IMGs) who don't have complete Canadian credentials. PRAs are available to applicants who are eligible for CPSA's Provisional Register and obtain sponsorship.

Accelerated PRA

In January 2023, CPSA launched an accelerated Practice Readiness Assessment route for eligible physicians from approved jurisdictions. This accelerated route waives the first three-month requirement for the Preliminary Clinical Assessment (PCA) and allows physicians to go directly to the three-month Supervised Practice Assessment (SPA).

Process and timelines

Steps towards the Practice Readiness Assessment:



The steps up to and including the PRA can take anywhere from approximately 10 months to just under three years. The timelines are dependent on a number of factors, such as assessor and supervisor availability within the physician's scope of practice, visas, examination dates, etc.

Learn more about the PRA process at cpsa.ca/registration-assessments.

Questions? Contact us at 780-423-4764 or support@cpsa.ca.