



COUNCIL MEETING

MONDAY, AUGUST 15, 2016

7:00 P.M.

**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, AUGUST 15, 2016 – 7:00 P.M.
REDCLIFF TOWN COUNCIL CHAMBERS**

<u>AGENDA ITEM</u>	<u>RECOMMENDATION</u>
1. GENERAL	
A) Call to Order	
B) Adoption of Agenda *	Adoption
C) Accounts Payable *	For Information
D) Bank Summary to July 31, 2016 *	For Information
2. DELEGATION	
A) Chris Czember * Re: Special Event Application	
B) Riverview Golf Club Presentation (see Item 4C) Re: Driving Range location	
3. MINUTES	
A) Council meeting held July 18, 2016 *	For Adoption
B) Municipal Planning Commission meeting held July 20, 2016 *	For Information
C) Special Municipal Planning Commission meeting held August 11, 2016 *	For Information
4. REQUESTS FOR DECISION	
A) Redcliff Minor Hockey Association Letter of Support - CFEP *	For Consideration
B) Redcliff Days Street Dance & Concert - Special Event Application *	For Consideration
C) Riverview Golf Club Driving Range *	For Consideration
D) 2016 Capital Project Scope Change *	For Consideration
5. CORRESPONDENCE	
A) AUMA * Re: AMSC Core Services Rebate	For Information

- | | | |
|-----------|--|-----------------|
| B) | 2017 Special Olympics *
Re: Alberta Summer Games | For Information |
| C) | Alberta Transportation *
Re: Water Treatment Plant Upgrade Grant | For Information |
| D) | Alberta Government *
Re: Submissions to the Disaster Recovery Program | For Information |

6. OTHER

- | | | |
|-----------|--|-----------------|
| A) | AUMA Convention Resolutions * | For Information |
| B) | Memo - Off-site Levies * | For Information |
| C) | Municipal Manager's Report to Council August 15, 2016 * | For Information |
| D) | Mayor's Report to Council August 15, 2016 * | For Information |
| E) | Redcliff/Cypress Regional Waste Management Authority *
Re: Landfill Graphs to July 31, 2016 | For Information |
| F) | Council Important Meetings & Events August 15, 2016 * | For Information |

7. RECESS

8. IN CAMERA

- | | |
|-----------|------------|
| A) | Legal (2) |
| B) | Labour (2) |

9. ADJOURN

<u>ACCOUNTS PAYABLE CHEQUE LIST</u>			
<u>COUNCIL MEETING AUGUST 15, 2016</u>			
<u>CHEQUE #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
80302	CANADIAN PAYROLL ASSOCIATION	MEMBERSHIP FEES	\$252.00
80303	CANADIAN LINEN & UIFORM	COVERALLS & TOWELS	\$26.25
80304	CBV COLELCTIONS	COLLECTIONS COMMISSION	\$26.33
80305	CITY OF MEDICINE HAT	CITY UTILITIES	\$9,035.11
80306	CYPRESS GROUP	PHOTOCOPIER CONTRACT FEES	\$180.96
80307	FARMALND SUPPLY	FITTINGS	\$14.87
80308	H20 HAULING	LANDFILL WATER	\$105.00
80309	REDCLIFF HOME HARDWARE	SHOP VAC, PIPE, MOWER BLADES, LABOUR	\$679.39
80310	KEYWAY SECURITY LOCKSMITH	LOCK RE-KEY	\$139.65
80311	KIRK'S MIDWAY TIRE	TIRES & CHANGEOVER	\$1,239.00
80312	MEDICNE HAT NEWS	JUNE ADVERTISING	\$141.75
80313	SHAW CABLE	INTERNET SERVICE	\$274.84
80314	SUNCOR ENERGY	FUEL	\$11,025.35
80315	PUROLATOR	PARTS FREIGHT	\$56.99
80316	RECEIVER GENERAL	STAT DEDUCTIONS	\$37,642.75
80317	ROSENAU TRANSPORT	CHEMICAL FREIGHT	\$794.81
80318	SKRIVER, DOUG	PLYWOOD	\$36.74
80319	SPIDER ELECTRIC	FLOW SWITCH CONNECTOR LABOUR	\$157.50
80320	SUMMIT MOTORS	OIL FILTERS	\$11.59
80321	TELUS	PHONE SERVICE	\$101.02
80322	TELUS MOBILITY	CELL PHONE SERVICE	\$146.10
80323	MBSI CANADA	HOSTED BACKUP	\$1,071.00
80324	HUDSON, LEE	UTILITY DEPOSIT REFUND	\$150.00
80325	MURRAY, KAREN	WATER TREATMENT PLANT SEED	\$770.00
80326	ULITMATE SPAS & POWERSPORTS	PUMP, ACID, CHEMICALS	\$894.44
80390	ACKLANDS GRAINGER	LAMP TELEPHONE	\$22.20
80391	ACTION PARTS	WEATHERSTRIPPING, HOSE, TERMINALS	\$288.41
80392	AIR LIQUIDE CANADA	CARBON DIOXIDE	\$1,260.00
80393	ALL-NET	SERVICE TRACKER SUPPORT & UPDATES	\$2,094.75
80394	AL'S AUDIO	CANADA DAY SPEAKERS	\$84.00
80395	ALTA-WIDE BUILDERS SUPPLIES	LUMBER	\$70.48
80396	AMSC INSURANCE SERVICES	JUNE HEALTH SPENDING	\$792.93
80397	ATB MASTERCARD	CREDIT CARD PURCHASES	\$9,010.88
80398	AUMA	JOB POSTING	\$315.00
80399	BARTLE & GAMBLE	TOILET VALVE	\$159.26
80400	THE BOLT SUPPLY HOUSE	BITS, WHEELS, NUTS	\$90.43
80401	CANADIAN LINEN & UIFORM	COVERALLS & TOWELS	\$26.25
80402	C.E.M.HEAVY EQUIPMENT	TAIL LAMP, FILTER, ELEMENT	\$809.66
80403	CHAT FM	REDCLIFF DAYS RADIO ADVERTISING	\$210.00
80404	CITY OF MEDICINE HAT	SEWAGE OUTLAY	\$48,130.52
80405	CLEAR SKY RADIO	REDCLIFF DAYS RADIO ADVERTISING	\$525.00
80406	CLEARTECH	WATER TREATMENT PLANT CHEMICALS	\$20,754.41
80407	CUPE	UNION DUES	\$2,794.68
80408	CYPRESS COUNTY	REPAIR & PATCH ROADS	\$23,608.20
80409	ECONOMIC DEVELOPMENT ALLIANCE	EDA FUNDING	\$16,764.00

80411	FARMLAND	ADAPTERS, VALVES, GAUGES	\$95.92
80412	FOX ENERGY	PESTICIDE & CAMPGROUND SIGNS	\$443.21
80413	GRAND RENTAL STATION	REDCLIFF DAYS & CANADA DAY RENTALS	\$2,652.83
80414	REDCLIFF HOME HARDWARE	PAINT	\$47.72
80415	KIRK'S MIDWAY TIRE	FLAT TIRE REPAIRS	\$85.05
80416	LETHBRIDGE HERALD	JUNE ADVERTISING	\$788.97
80417	LIFESAVING SOCIETY	CANADIAN LIFESAVING MANUAL	\$206.33
80418	MEDICINE HAT MONUMENTAL	SANDBLASTING MEMORIAL BENCH	\$84.00
80419	SHAW CABLE	INTERNET SERVICE	\$129.05
80420	CFMY-FM	REDCLIFF DAYS RADIO ADVERTISING	\$210.00
80421	SUNCOR ENERGY	FUEL	\$1,555.26
80422	PRO FLOW PLUMBING	SEWER MAINTENANCE	\$210.00
80423	PURULATOR	WATER SAMPLE FREIGHT	\$53.69
80424	REDCLIFF BAKERY	LGAA MEETING REFRESHMENTS & LUNCH	\$272.36
80425	CANDADIAN RED CROSS	WSI INSTRUCTOR PACKAGE	\$792.75
80426	RIVERVIEW GOLF CLUB	STAFF GOLF TOURNAMENT	\$2,347.23
80427	SAFETY BUZZ	FIRST AID CERTIFICATION	\$241.50
80428	THE SHOPPER	REDCLIFF DAYS ADVERTISING	\$282.45
80429	SIMPLY WATER	AQUATIC CENTRE BOTTLED WATER	\$81.25
80430	SOUTHERN DOOR	OVERHEAD DOOR REPAIR	\$572.78
80431	SUMMIT MOTORS	RADIATOR CAP	\$53.57
80432	SUPERIOR TRUCK EQUIPMENT	HIGH PRESSURE FILTER	\$834.75
80433	TELUS COMMUNICATIONS	PHONE SERVICE	\$20.12
80434	TELUS MOBILITY	CELL PHONE SERVICE	\$32.38
80435	HARNETT, AMBER	SWIMMING LESSON REFUND	\$40.00
80436	APPLIED INDUSTRIAL TECHNOLOGY	BEARINGS	\$52.29
80437	DARLEY, KEELY	TOWN PROGRAMMING - TEEN NIGHTS	\$153.00
80438	MEDICINE HAT & DISTRICT CHAMBER	MEMBERSHIP DUES	\$719.25
80439	SOUTH COUNTRY COOP	FITTINGS, PESTICIDE, BATTERIES, HARDWARE	\$210.78
80440	ROSE, SONYA	KEY DEPOSIT REFUND	\$83.00
80441	SAMOYOA, NATALIE	POOL RENTAL CANCELLATION REFUND	\$75.00
80442	PAHL, HEATHER	POOL RENTAL CANCELLATION REFUND	\$75.00
80443	GERVAIS,STEPHANIE	FAMILY PASS REFUND	\$150.00
80444	BLAKE, TYLER	CAMPGROUND REFUND	\$30.00
80445	MATT, JENN	KEY & FACILITY RENTAL REFUND	\$385.70
80446	OLIVER-LONSON, AMANDA	SWIMMING LESSON REFUND	\$35.00
80447	WHITFIELD, CAROLINE	SWIMMING LESSON REFUND	\$235.00
80448	KALLIS, STEPHANIE	SWIMMING LESSON REFUND	\$70.00
80449	TOWN OF REDCLIFF	EMPLOYEE PROPERTY TAXES	\$150.00
80450	WESERN DIESEL WHOLESALE	WATER PUMP	\$423.12
80451	RECEIVER GENERAL	STAT DEDUCTIONS	\$35,966.09
80452	BULLOCK, KYLE	AQUATIC CENTRE, WTP VIDEOS	\$577.50
80454	ACKLANDS GRAINGER	SAFETY VEST	\$28.51
80455	ACTION PARTS	BRUSH	\$29.20
80456	AMSC INSURANCE SERVICES	AUGUST BENEFITS	\$16,789.58
80457	ATRON	HVAC MAINTENANCE, WATER HEATER	\$9,531.28
80458	BARTLE & GAMBLE	TAPS, VALVE PARTS, DIAPHRAGM	\$450.75
80459	BENCHMARK ASSESSMENTS	ASSESSMENT SERVICES	\$16,246.91

80460	BENZ, SHANE	REIMBURSE TRAVEL EXPENSES	\$80.00
80461	THE BOLT SUPPLY HOUSE	MARKER PAINT, RIVETS	\$140.33
80462	CANADIAN LINEN & UIFORM	COVERALLS AND TOWELS	\$26.25
80463	CARSWELL	PAYROLL ONLINE	\$1,370.25
80464	CITY OF MEDCINE HAT	CITY UTILITIES	\$27,537.47
80465	CLEARTECH INDUSTRIES	POOL CHEMICALS, CONTAINER RETURNS	\$538.42
80466	COCOA BEAN	JULY MEALS ON WHEELS	\$595.35
80467	CANADIAN PACIFIC RAILWAY	FLASHER CONTRACT	\$621.00
80468	CUMMINS WESTERN CANADA	FUEL PUMP PARTS, FUEL TESTING ADAPTERS	\$1,489.92
80469	CYPRESS GROUP	COPIER FEES	\$151.23
80470	EPCOR	LANDFILL UTILITIES	\$122.79
80471	FARMLAND	FITTING, VALVE, HOSES, REPAIR PARTS - MEMORIAL	\$314.48
80472	FORM-TECH	RING CLAMPS	\$588.00
80473	H2O HAULING	LANDFILL WATER	\$105.00
80474	HARV'S JANITORIAL	JANITORIAL SERVICES	\$3,948.00
80475	REDCLIF HOME HARDWARE	PAINT SUPPLIES, PLANTER, COFFEE SUPPLIES	\$953.90
80476	JACOB'S WELDING	LOADER WELDING REPAIR	\$425.25
80477	JOE JOHNSON EQUIPMENT	DOUBLE BELT MOWER	\$173.75
80478	KIRK'S MIDWAY TIRE	TIRE, CHANGE OVER, REPAIR FLATS	\$217.35
80479	LES'S DRAIN CLEANING SERVICE	SNAKE DRAIN LADIES WASHROOM	\$126.00
80480	LETHBRIDGE MOBILE SHREDDING	SHREDDING	\$85.58
80481	MELHAM, MIKE	REIMBURSE TRAVEL EXPENSES	\$80.00
80482	MEDICINE HAT NEWS	ADVERTISING	\$589.68
80483	SHAW CABLE	INTERNET SERVICE	\$359.79
80484	MUDRACK CONCRETE	REPAIR SIDEWALK	\$982.80
80485	NELSON'S RADIATOR	REBUILD RADIATOR	\$472.50
80486	PARK ENTERPRISES	PERMITS	\$771.15
80487	SUNCOR ENERGY	FUEL	\$3,282.67
80488	PITNEY WORKS	FOLDER/STUFFER CONTRACT	\$159.08
80489	PRECON	MANHOLE BARRELS, MONOBASES, SLAB TOP	\$4,923.10
80490	PRESTIGE WINDOW AND DOOR	DOORS AND FRAMES	\$800.46
80491	PUROLATOR	PARTS FREIGHT	\$98.17
80492	RECEIVER GENERAL	STAT DEDUCTIONS	\$35,031.31
80493	ROBERTSON IMPLEMENT	BRACKET	\$22.51
80494	RODEO FORD	ELEMENT, KIT ELEMENT, RAD CAP, ANTI-FREEZE	\$219.37
80495	ROSENAU TRANSPORT	PARTS FREIGHT	\$503.56
80496	SANATEC ENVIROMENT	PUMP LANDFILL SEPTIC TANK	\$152.25
80497	SCHEFFER ANDREW	RIVER VALLEY RIP-RAP	\$2,223.38
80498	SHOCWARE WIRELESS	LANDFILL INTERNET	\$52.45
80500	STEEP ROCK	ROADCRUSH	\$3,975.90
80501	STEIER, BARRY	REIMBURSE TOTE	\$73.49
80502	SUMMIT MOTORS	FILTERS, BELT	\$251.37
80503	SUPERIOR TRUCK EQUIPMENT	GARBAGE CAN LIDS, RODS, CAPS	\$432.18
80504	TELUS COMMUNICATIONS	PHONE SERVICE	\$1,896.56
80505	TELUS MOBILITY	CELL PHONE SERVICE	\$500.25
80506	TRIPLE R EXPRESS	PARTS FREIGHT	\$105.54
80507	B & L LAWN & HOME MAINTENANCE	WEEDING	\$4,200.00
80508	GERONIMO, JAYSON	REIMBURSE CAKE DECORATING CLASS	\$17.85

80509	BREWMASTER	MEALS ON WHEELS CONTAINERS	\$24.10
80511	DARLEY, KEELEY	SUMMER PROGRAMMING	\$365.50
80512	FAIRHURST, CAM	VACATION PAY NOT ON PAYROLL	\$402.72
80513	BERT'S VACUUMS	SOAP	\$50.40
80514	ROYAL EXCELLENCE SERVICES	CLEAN CONCESSION HOOD	\$472.50
80515	DEMKE ENTERPRISES	REFUND CONTRUCTION DAMAGE DEPOSITS	\$2,000.00
80516	BOUNCE AROUND BOUNCERS	BOUNCE HOUSE RENTAL	\$525.00
80517	ASTIKA, JOHN	REFUND SWIM LESSON	\$20.00
80518	TREE CUT CLEAN YOUR MESS UP	TREE TRIMMING AND REMOVAL	\$3,360.00
80519	ROBLIN, DARLENE	PEACE OFFICER COURSE REGISTRATION	\$1,050.00
80520	HAAF, SARAH	REFUND COA - INACTIVE UTILITY	\$190.36
805201	GEE, GAIL	REIMBURSE PICKLEBALL NET SYSTEM	\$417.90
80522	CP WATER HAULING	REFUND COA - INACTIVE UTILITY	\$23.61
80523	WATSON, JACE	LIFEGUARD RECERTIFICATION	\$103.50
80524	BUCSIS, DEBRA	REFUND SWIM LESSON	\$35.00
80525	KOZINSKI, JANNESSE	REFUND SWIM LESSON	\$35.00
80526	FUNK, ALISSA	REFUND SWIM LESSON	\$40.00
80527	MCKINLEY, LORRIE	REFUND SWIM LESSON	\$20.00
80528	TOWN OF REDCLIFF	LANDFILL TONNAGE	\$8,789.63
80529	TRICO LIGHTING	BULBS	\$109.94
80530	ULTIMATE SPAS	POOL FIRST AID, CHEMICALS	\$208.41
80531	WESTERN CANADA WELDING	WELDING ROD, OXYGEN, BLUE SHIELD	\$195.98
80532	WILLIAMS, IAN	REIMBURSE DRIVERS PERMITS	\$148.60
80533	WOLSLEY MECHANICAL	VALVE PARTS, BUSHINGS	\$132.23
80534	WOOD, DALE	FIREARMS SAFETY COURSE	\$655.60
80535	ZEP	SOAP	\$1,295.59
80536	CIVICINFO BC	JOB POSTINGS	\$157.50
80537	A & B STEEL	PULLER SET, GREASE GUN, TOW STRAP, REDI RODS	\$2,643.71
169 CHEQUES TOTAL:			\$412,645.10

BANK SUMMARY FOR JULY 31, 2016

ATB GENERAL BANK ACCOUNT		5.12.02.121.000
BALANCE FORWARD		5,791,735.38
DAILY DEPOSITS		604,137.64
DIRECT DEPOSITS		508,753.34
GOVERNMENT GRANTS		
INTEREST		5,387.13
OTHER DEPOSITS		0.00
SUBTOTAL		1,118,278.11
CHEQUES		(360,917.08)
ASFF QUARTERLY PAYMENTS		
DEBENTURE PAYMENTS		(55,323.61)
OTHER WITHDRAWALS		(3,242,481.83)
SUBTOTAL		(3,658,722.52)
TOTAL		3,251,290.97
BANK CLOSING BALANCE		3,255,215.81
ADD:O/S DEPOSITS		33,872.03
LESS:O/S CHEQUES		(37,796.87)
TOTAL		3,251,290.97
INVESTMENTS		
ATB ONE YEAR GIC @1.6%	5.12.02.321.000	300,000.00
CIBC INVESTMENT PORTFOLIO	5.12.02.321.001	12,206,954.40
SERVUS LANDFILL BANK ACCOUNT	5.12.02.126.000	1,524,150.13
TOTAL INVESTMENTS		14,031,104.53
TOTAL CASH & INVESTMENTS		17,282,395.50



TOWN OF

REDCLIFF

Community and Protective Services

13 Street NE
Box 40
Redcliff, AB
T0J 2P0www.redcliff.ca
T 403.548.3232
F 403.548.6623

SPECIAL EVENT APPLICATION for Parks and Municipal Street Use

APPLICANT INFORMATION:

Name: Chris Czember
Title: owner of Whos on third
Organization: Whos on third
Address: 222 Broadway
Phone: 403 502 4228

ORGANIZATION SPOKESPERSON:

Please name an individual who can address public inquiries regarding your event (☒ same as applicant)

Name:

Title:

Organization:

Address:

Phone:

EVENT DESCRIPTION

Event Name: Redcliff Days Street dance + concert

Event Dates and Times (including set up and tear down schedules):

3-5pm June 17 to 5pm June 18

Type and Description of Event: Redcliff days street dance

Beer/Liquor Garden: ☐ No ☒ Yes If yes, additional requirements must be met. Please consult with staff.

Estimated Attendance: 250

On-Site Supervisor: Chris Czember Phone: 403 502 4228

INSURANCE

If you are advised that proof of liability insurance is required; you must provide proof that you have in the amount of at least \$2 million must be provided within 10 days of event approval. "The Town of Redcliff" must be named as an "additional insured".

Have you attached confirmation of insurance?

☐ Yes ☒ No

Will proof of insurance be forwarded by insurance provider?

☒ Yes ☐ No

If no, please explain:

I will get it forwarded

BARRICADES /TABLES/GARBAGE, etc

Some municipal equipment such as garbage cans; dumpsters; barricades and picnic tables are available for **COMMUNITY EVENTS** but this must be booked a minimum of 2 weeks prior to the event and is subject to availability. (The needs of the municipality will take precedence.) Event organizers must ensure that placement of any event related equipment does not pose any hazard to event participants.

Town of Redcliff supplied: ☒ Yes ☐ No

Number of Barricades required:

Other equipment required, please list: *Garbage cans, dumpsters, barricades?*

Other Source: *Stamped, City of med Hat* ☒ Yes ☐ No

ROAD CLOSURE(S)

Does your event require the closure of any municipal roads. If so, please indicate and clearly label on an attached map/site plan which roads you want to close, and the dates and times required. ☐ No ☒ Yes

****You may be required to have trained flagpersons and marshals.****

CONTRACTORS/VENDORS

Event organizers are responsible to ensure that any contractors or vendors participating in the event (i.e. market vendors, traffic flagging companies, etc.) carry adequate liability insurance coverage (\$2 million minimum), or that contractors and vendors are covered under the event organizer's insurance ("Blanket contractual liability").

Are you using contractors (regardless of service)? ☐ Yes ☒ No

If yes, list contractors: *I consider me as contractor*

If any vendors are serving food, has the appropriate food service permit been obtained from the health authority? ☒ Yes ☐ No

Have contractors/vendors provided proof of up to date Worker ; Compensation insurance coverage? ☒ Yes ☐ No

Have contractors/vendors secured adequate liability insurance? ☒ Yes ☐ No

If no, are they covered under the event organizer's insurance? ☐ Yes ☐ No

POWER REQUIREMENTS

A deposit of \$125 is required for keys used to access electrical boxes on Municipal property. You must ensure that any placement of electrical cords does not cause a hazard (i.e. extension cords laid across walkways).

For what purpose:

Power source location:

AMPLIFICATION (for what purpose):

Event organizers must ensure noise levels comply with the terms set out in the Municipality's Noise Bylaw

<input checked="" type="checkbox"/> Pre-recorded music	<input checked="" type="checkbox"/> Live band
<input type="checkbox"/> Speeches	<input checked="" type="checkbox"/> Dancing at site

ENTERTAINMENT

Type:	Band, pre recorded music	
Stage:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Special Requirements:		

TENTS /INFLATABLES

If tents/inflatables are being used, they must be properly staked or anchored. You must ensure that anchor points do not pose a tripping hazard.	
Number being used:	Type:
Size:	
Staked into ground:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Purpose:	
Location (mark on site map):	

SIGNS and BANNERS

Describe all signage that will be used to direct the public, advertise the event, or publicize a sponsor. Please note that any signage posted to publicize the event may require a separate permit and must be removed following the event.

Sponsor signs and banners, possibly band advertisement
inside fenced areas

FACILITY USE INFORMATION FORM

Town of Redcliff staff will only consider events that provide economic and cultural contributions to both visitors and locals of the community. To better assess your proposal, please provide the following information:

BENEFITS

Describe the main economic and cultural benefits to Redcliff residents and visitors.

Help promote a new event to redcliff days
to compete with the spectrum festival. Approx 20
jobs will be created for the weekend. As well as spin off.
created

FUNDRAISER

If the event is a fundraiser, please indicate the primary recipient of funds raised:

MUNICIPAL PROPERTY AND FACILITY USE

If applicable, identify the facility or property required and provide a complete description of event. Please note that fees, deposits and use of municipal property is governed by local bylaws and policies.

☐ Lions Park ☐ Legion Memorial Park ☐ River Valley Park ☐ Seniors Centre ☒ Other (please identify)

3rd Street as per the map I provided

MAP / SITE PLAN: Attach a map (hand drawn is acceptable) of all areas to be used outlining all proposed event features.

The individual who signs the application is responsible for all aspects of the event, including compliance with Municipal bylaws (copies available on request or from the Town's website; www.redcliff.ca), the conduct and safety of all individuals working or attending the event, clean-up following the event, and any contractors hired to provide a service to the event.

Chris Czerba
Names of Event Applicant (Please print)

Feb 29/16
Date

[Signature]
Signature of Event Applicant

* The personal information requested on this form is collected for promotional and booking confirmation use, and will only be disclosed within the Freedom of Information Privacy Act. If you have any questions regarding the collections, use or disclosure of the information provided to the Town of Redcliff on this form, please contact (403) 548-3232.

Please forward completed application to:

By mail: Community and Protective Services Department
Town of Redcliff
Box 40; Redcliff, AB; T0J 2P0
In person: 13 Street NE; Redcliff, AB
By Email: CindyM@redcliff.ca
JonelleG@redcliff.ca
By Fax: 403-548-6623

Office Use:

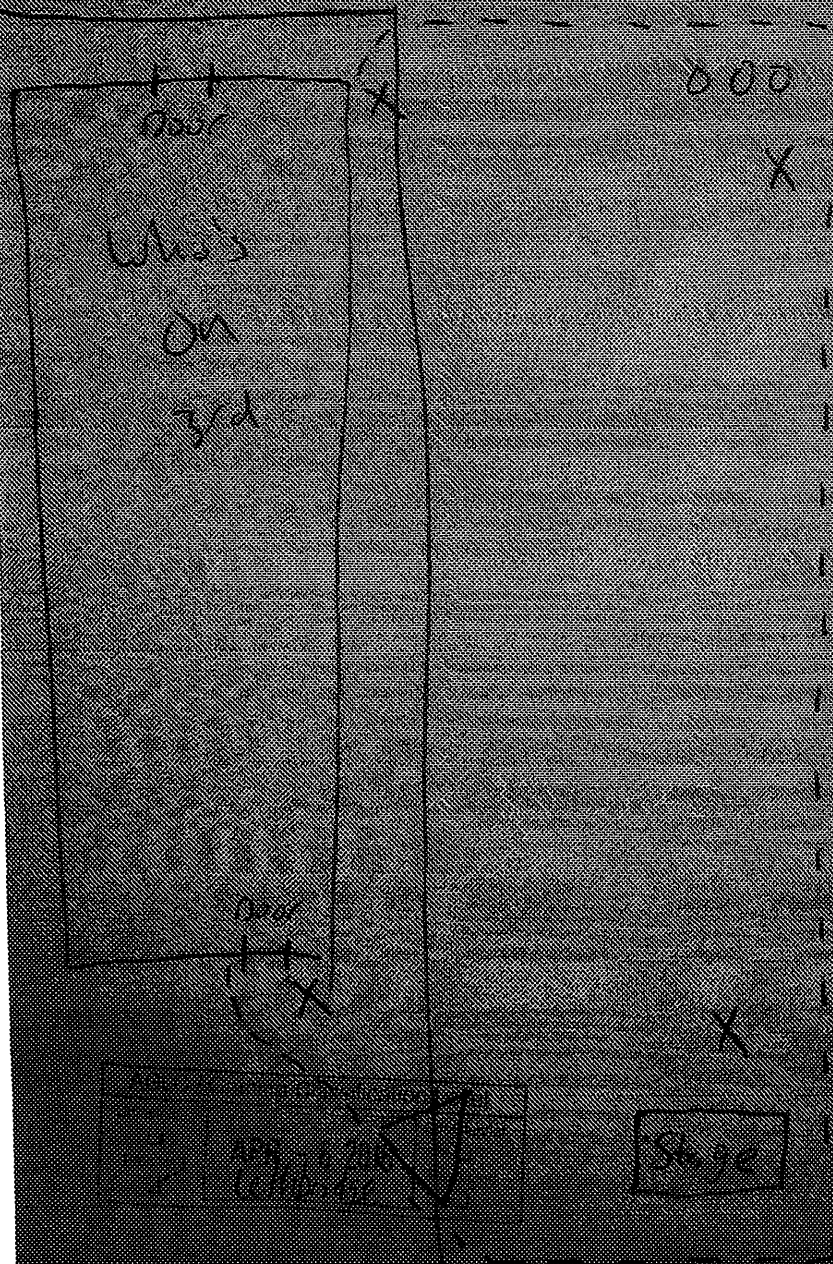
Notes:

Interdepartmental Approvals/Notifications:

	Notify	Approve
Public Works	<input type="checkbox"/>	<input type="checkbox"/>
Engineering	<input type="checkbox"/>	<input type="checkbox"/>
Risk Management	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>

3rd
Street

Brooklyn Ave



- - - = 8 Ft Fence

X = Security

O = Portable Toilets

△ = Food Truck

Supervisors - Chris Greer
Bon Greer
Stephanie Telling
Teri Petrich

AGL
APPROVED
[Signature]

**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, JULY 18, 2016 7:00 P.M.**

PRESENT:	Deputy Mayor	J. Steinke	
	Councillors	C. Crozier	
		D. Kilpatrick	
		L. Leipert	(left at 7:52 p.m., returned at 8:48 p.m.)
		C. Brown	
	Municipal Manager	A. Crofts	
	Manager of Legislative & Land Services	S. Simon	
	Director of Finance & Administration	J. Tu	(left at 7:37 p.m.)
	Director of Planning & Engineering	J. Johansen	(left at 7:37 p.m.)
	Director of Community & Protective Services	K. Dalton	(left at 7:37 p.m.)
ABSENT:	Mayor	E. Reimer	
	Councillor	E. Solberg	

1. GENERAL

Call to Order

A) Deputy Mayor Steinke called the regular meeting to order at 7:02 p.m.

2016-0281 Adoption of Agenda

B) Councillor Leipert moved the agenda be adopted as presented. - Carried.

2016-0282 Accounts Payable

C) Councillor Brown moved the following 148 general vouchers in the amount of \$1,894,833.76 be received for information. - Carried.

ACCOUNTS PAYABLE CHEQUE LIST			
COUNCIL MEETING JULY 18, 2016			
CHEQUE #	VENDOR	DESCRIPTION	AMOUNT
80143	ALBERTA HOTEL & LODGING ASSOCIATION	CAMPGROUND LISTING FEE	\$309.75
80144	ACTION PARTS	ADAPTERS/CLAMPS/WIRING KIT/FUSELINK	\$91.66
80145	ATB FINANCIAL MASTERCARD	VARIOUS	\$16,343.30
80146	ATRON	FIX FAN/MOTOR IN PUMPHOUSE, HOT WATER TANK	\$3,008.26
80147	THE BOLT SUPPLY HOUSE	SHIELD, GREASE COUPLER, CHARGER, BATTERY	\$556.62
80148	BOUNDARY EQUIPMENT	STRIP BROOMS, POLYWAFERS	\$1,183.61
80149	CANADIAN LINEN & UNIFORMS	COVERALLS/TOWELS	\$26.25
80150	C.E.M. HEAVY EQUIPMENT	LABOUR, FILTERS, TRAVEL, SHOP SUPPLIES	\$1,266.66
80151	CENTRAL SHARPENING	SHARPEN ICE KNIFE	\$140.10
80152	CUPE	UNION DUES	\$2,603.58
80153	DIAMOND CUT LAWN	SPRAYING	\$4,200.00

80154	ED MORITZ MASONRY	QUIKRETE	\$43.05
80155	FARMLAND SUPPLY	HOSE, ADAPTER, SWIVEL, TUBING	\$174.22
80156	FOX ENERGY	CARTRIDGES, SAFETY EQUIP, SIGNS, FIRST AID	\$1,617.04
80158	REDCLIFF HOME HARDWARE	VARIOUS ITEMS FOR PARK & REC	\$618.66
80159	JOE JOHNSON EQUIPMENT	SCALP ROLLERS	\$348.33
80160	KAIZEN LABS	LEACHATE TESTING	\$526.47
80161	SHAW CABLE	TOWN HALL INTERNET	\$126.92
80162	MPE ENGINEERING	WATER TREATMENT PLANT PROGRESS	\$80,931.75
80163	PALLISER ECONOMIC PARTNERSHIP	ANNUAL MEMBERSHIP FEE	\$5,588.00
80164	SUNCOR ENERGY PRODUCTS	FUEL	\$1,471.18
80165	THE PRINTER	BUSINESS CARDS	\$73.50
80166	PUROLATOR	SHIPPING	\$95.31
80167	REDCLIFF BAKERY	MPC LUNCH	\$85.68
80168	RECEIVER GENERAL	STAT DEDUCTIONS	\$40,210.44
80169	RECEIVER GENERAL	RADIO LICENSE RENEWAL	\$898.00
80170	REIMER, ERNIE	TRAVEL REIMBURSEMENT	\$547.50
80171	ROSENAU TRANSPORT	SHIPPING	\$1,145.07
80172	SHOCKWARE	LANDFILL INTERNET	\$141.60
80173	STAR CRUSHING CONCRETE	CRUSH CONCRETE	\$39,406.50
80174	SUMMIT MOTORS	SWITCH, OIL, ADDITIVE, CLAMPS	\$1,031.22
80175	SUPERIOR TRUCK EQUIPMENT	RUBBER BUMPER, GARBAGE CARTS	\$8,801.91
80176	TABER DIESEL SERVICES	INJECTOR, FREIGHT, CONNECTOR	\$826.57
80177	TELUS	2 WAY RADIO SERVICE	\$20.02
80178	TELUS MOBILITY	CELL PHONE SERVICE	\$32.60
80181	BLONDIE'S GIFT & GARDEN CENTER	FLOWERS	\$1,490.03
80185	SOUTH COUNTRY CO-OP LTD	GIANT DESTROYERS	\$125.87
80188	IRON HORSE	TAX OVERPAYMENT REFUND	\$8,513.96
80189	EXACT CONCRETE	LIFT AND LEVEL SIDEWALK	\$1,470.00
80190	WALKER, KATHY	REFUND INACTIVE ACCOUNT	\$189.60
80191	REDCLIFF MENNONITE ALTERNATIVE PROGRAM	REFUND FACILITY/KEY DEPOSIT	\$100.00
80192	VIS, ANDREA	REFUND SWMMING LESSONS	\$55.00
80193	LIEPERT. AMANDA	REFUND SWIMMING LESSONS	\$25.00
80194	NEW ROCK DEVELOPMENTS	REFUND BUSINESS LICENSE OVERPAYMENT	\$255.00
80195	TOWN REDCLIFF	PETTY CASH	\$429.70
80196	REDCLIFF FIREMAN SOCIAL CLUB	2 QTR CONTRIBUTION	\$315.00
80197	TOWN OF REDCLIFF	EMPLOYEE PROPRTY TAXES	\$1,533.00
80198	ULITMATE SPAS & POWERSPORTS	CHEMICALS AND LADDER TREADS	\$1,138.23
80199	UNITED RENTALS	GENERATORS	\$553.45
80200	UNITED WAY OF SOUTHERN ALBERTA	EMPLOYEE DONATIONS	\$60.00
80201	WESTERN CANADA WELDING	OXYGEN	\$66.02
80202	WESTERN DIESEL WHOLESALE	TRANSFER PUMP	\$96.48
80205	MP ECO	WATER TREATMENT PLANT PROGRESS	\$1,443,857.10

80206	A & B STEEL	FLAT IRON, TOOL BOX, CASTORS, DRIVER KIT	\$2,154.64
80207	ACTION PARTS	BATTERY	\$56.88
80208	AG-PLUS MECHANICAL	PULLEY, BELT, SPACER, SCREWS, NUTS, FREIGHT	\$226.93
80209	ANDREAS, BONNIE	REIMBURSE COFFEE SUPPLIES	\$93.75
80210	CANADIAN LINEN & UNIFORMS	COVERALLS, TOWELS	\$26.25
80211	CANADIAN ENERGY	BATTERY	\$240.45
80212	CITY OF MEDICINE HAT	CITY ELECTRIC	\$9,376.80
80213	CKMH-FM ROGERS MEDIA	REDCLIFF DAYS ADVERTISING	\$430.50
80214	COCOA BEAN CAFÉ	MEALS ON WHEELS	\$444.15
80215	CUMMINS WESTERN CANADA	GENERATOR MAINTENANCE	\$1,135.06
80216	CYPRESS COUNTY	SUMMER GAMES REGISTRATION	\$45.00
80217	CYPRESS GROUP	PHOTOCOPIER CONTRACT	\$6,800.51
80218	FORM-TECH MACHINING	RINGS FOR PLAYGROUND	\$57.75
80219	FRANCO-TYP POSTALIA	POSTAGE MACHINE RIBBON, FREIGHT	\$204.76
80220	GAR-TECH ELECTRICAL	REC-TANGLE, FIRE HALL, BALL DIAMOND LIGHTING	\$1,629.71
80221	GREYHOUND	PARTS FREIGHT	\$32.84
80222	JOHNS WATER HAULING	HAUL WATER TO LANDFILL	\$105.00
80223	REDCLIFF HOME HARDWARE	CLEANING SUPPLIES, HARDWARE	\$267.64
80224	JACK N JILL PARTIES	CANADA DAY CLOWN	\$575.00
80225	JACOBS WELDING	TOOL BOX INSTALL	\$273.00
80226	JOE JOHNSON EQUIPMENT	BELT-WING	\$46.52
80227	KAIZEN LAB INC	COMPLETE WATER ANALYSIS	\$3,089.21
80228	KEYWAY SECURITY LOCKSMITHS	LOCK REPAIR	\$118.65
80229	KIRKS MIDWAY TIRE	FLAT TIRE REPAIRS	\$49.35
80230	LES DRAIN CLEANING SERVICES	RCMP BUILDING DRAIN CLEAN	\$126.00
80231	LETHBRIDGE MOBILE SHREDDING	SHREDDING SERVICE	\$46.20
80232	LIFESAVING SOCIETY	POOL RECERTIFICATION EXAM FEES	\$60.00
80233	SUNCOR ENERGY PRODUCTS	FUEL	\$4,065.69
80234	PRECON PRECAST PRODUCTS	SLAB TOP WITH OPENING	\$3,436.05
80235	ROSENAU TRANSPORT	FREIGHT	\$1,128.07
80236	SANATEC ENVIRONMENTAL	P/T RENTAL, WASHSTAND	\$882.00
80237	SCHEFFER ANDREW LTD	PLANNING SERVICES	\$6,463.04
80238	SHAW CABLE	INTERNET FEES	\$82.11
80239	SPIDER ELECTRIC	VACUUM PUMPS	\$225.75
80240	BARRY STEIER	BATTERIES	\$19.94
80241	TELUS COMMUNICATIONS	PHONE SERVICE	\$51.26
80242	BERTS VACUUM & EQUIPMENT RENTAL	PAPER TOWEL, TOILET PAPER	\$167.90
80243	SOUTH COUNTRY CO-OP	IRRIGATION FITTINGS	\$68.99
80244	ALYSSA PLACE	SWIMMING LESSON REFUND	\$35.00
80246	ELAINA EVANS	REFUND FACILITY/KEY DEPOSIT	\$225.00
80247	ABRAHAM WEIBE	REFUND FACILITY DEPOSIT	\$100.00
80248	SUE HOPE	REDCLIFF DAYS BBQ	\$150.00
80249	TRANSIT PAVING	ROAD REPAIR (4 ST SE)	\$27,786.92

80250	WOLSELEY MECHANICAL GROUP	SERVICE BOXES, COUPLERS, VALVES	\$4,291.02
80251	RECEIVER GENERAL	STAT DEDUCTIONS	\$36,544.90
80252	BEN'S OFFICE MACHINES	RIBBON,3 HOLE PUNCH	\$135.52
80253	BRANDT	FILTER, VCAP, O-RINGS	\$171.26
80254	CANADIAN LINEN & UNIFORMS	COVVERALLS, TOWELS	\$31.75
80255	CIBC	REFUND LEVY DIFFERENCE - REASSESSMENT	\$273.43
80256	CITY OF MEDICINE HAT	CITY ELECTRIC	\$8,563.84
80257	CLEARTECH INDUSTRIES	CHLORINE, CONTAINER RETURNS, CITRIC ACID	\$467.96
80258	CANADIAN PACIFIC RAILWAY	FLASHER CONTRACT	\$621.00
80259	ECL FIBERGLASS MANUFACTURING	ECONO 2 PIECE VAULTS	\$1,848.00
80260	EPCOR ENERGY	LANDFILL UTILITIES	\$169.27
80261	FARMLAND SUPPLY	HOSE, PLUG, CAP	\$108.52
80262	GORDON MEMORIAL UNITED CHURCH	REFUND REDCLIFF DAYS FOOD VENDORS	\$60.00
80263	GOVERNMENT OF ALBERTA	ALBERTA GAZETTE NOTICE	\$21.00
80264	HARVS JANITORIAL	JANITORIAL SERVICE	\$3,948.00
80265	KIRK'S MIDWAY TIRE	REPAIR FLAT TIRE, REAR SHIMS	\$305.55
80266	LIEPERT PLUMBING AND HEATING	REFUND BUILDING PERMIT FEES	\$141.50
80267	LES'S DRAIN CLEANING	SEWER MAINTENANCE	\$504.00
80268	MURRAY, CINDY	REIMBURSE CANADA DAY SUPPLIES	\$149.63
80269	SUNCOR ENERGY PRODUCTS	DYED DIESEL	\$1,355.71
80270	PITNEY WORKS	FOLDER/STUFFER CONTRACT	\$159.08
80271	PUDWELL, BLAINE	REFUND DUPLICATE TAX PAYMENT	\$2,127.63
80272	PUROLATOR	SHIPPING - KAIZEN LABS	\$35.71
80273	RECEIVER GENERAL	STAT DEDUCTIONS ADJUSTMENT	\$1,619.87
80274	ROBERTSON IMPLEMENT	GAUGE, GASKET, RING FUEL	\$149.74
80275	SAFETY CODES	PERMITS	\$365.66
80276	SANATEC ENVIRONMENTAL	PUMP SEPTIC TANK	\$152.25
80277	SECURTEK	ALARM - FIRE HALL	\$72.29
80278	SHOCKWARE	LANDFILL INTERNET	\$47.20
80279	SNAP-ON TOOLS	INSERTION TOOL	\$86.05
80280	SPETZ , PATRICIA	MILEAGE	\$35.20
80281	STEEP ROCK	ROADCRUSH	\$3,866.74
80282	SUMMIT MOTORS	TANK, FLUID	\$1,976.88
80283	TELUS	PHONE SERVICE	\$1,734.52
80284	TELUS MOBILITY	CELL PHONE SERVICE	\$286.12
80285	TRIPLE R EXPRESS	SHIPPING	\$105.01
80286	VANRENTERGEM, COLE	REFUND DUPLICATE TAX PAYMENT	\$2,448.89
80287	DYKSTRA, JENNIFER	DANCE INSTRUCTOR FEES	\$365.00
80288	FORD, ALLISON	REFUND SWIMMING LESSONS	\$20.00
80289	DEMAN, DALLAS	REFUND POOL RENTAL	\$60.00
80290	WALCHUCK, PATRICIA	REFUND SWIMMING LESSON	\$20.00
80291	CROFTS, JODI	REFUND SWIMMING LESSON	\$20.00
80292	JACKSON, ASHLEY	REFUND SWIMMING LESSONS	\$50.00

80293	LISKE, MEGAN	REFUND SWIMMING LESSON	\$35.00
80294	DALLARD, DEVON	REFUND DUPLICATE TAX PAYMENT	\$61.21
80295	MACDONALD, ALLEN	REFUND DUPLICATE TAX PAYMENT	\$150.00
80296	KNOX, NENA	REFUND DUPLICATE TAX PAYMENT	\$459.55
80297	HANKEL, SARAH	REFUND DUPLICATE TAX PAYMENT	\$3,417.30
80298	TOWN OF REDCLIFF	LANDFILL TONNAGE	\$16,958.86
80299	TRANSIT PAVING	CONCRETE & ASPHALT WORK	\$48,662.78
80300	WOOD, DALE	CFAS INSTRUCTOR FEES	\$2,185.00
80301	RECEIVER GENERAL	CPP DEFICIENCIES	\$23.32
148 CHEQUES TOTAL:			\$1,894,833.76

2016-0283 Bank Summary to June 30, 2016

D) Councillor Leipert moved the Bank Summary to June 30, 2016, be received for information. - Carried.

2. DELEGATION

Cpl. Gord Yetman
Re: RCMP Report to Council
(April - June 2016)

A) Cpl. Gord Yetman, Redcliff RCMP, was in attendance to provide the RCMP quarterly report to Council for the period April 1, 2016 to June 30, 2016.

2016-0284

Councillor Kilpatrick moved the RCMP Report to Council for the period April 1, 2016 to June 30, 2016 presented by Cpl. Gord Yetman, be received for information. - Carried.

3. MINUTES

2016-0285 Council meeting held June 27, 2016

A) Councillor Crozier moved the minutes of the Council meeting held June 27, 2016, be adopted as presented. - Carried.

2016-0286 Special Municipal Planning Commission meeting held July 7, 2016

B) Councillor Leipert moved the minutes of the Special Municipal Planning Commission meeting held July 7, 2016, be received for information. - Carried.

4. REQUESTS FOR DECISION

2016-0287 PRSD - Storage Shed
- permission to apply

A) Councillor Crozier moved that the Town grant permission to Prairie Rose School Division to make application for a development permit for an accessory building on Lot 36, Block 108, Plan 1117V. All associated costs, all costs to move building on, and any other associated costs, to be borne by Prairie Rose School Division. - Carried.

2016-0288 2016 Investment

B) Councillor Brown moved that Administration be authorized to invest \$4M with CIBC Wood Gundy, with \$1M in very short-term bond (invested for a term of one and a half years) and \$3M in short-term bonds (invested for a term of four to six years). - Carried.

5. POLICIES

2016-0289 Draft Policy 130 (2016),
Off-site Levies Policy

A) Councillor Brown moved that Policy 130 (2016), Off-site Levies Policy, be received for information. - Carried.

6. OTHER

2016-0290 Town of Redcliff Second
Quarter Financial Summary
Re: Period ending June 30,
2016

A) Councillor Leipert moved the Town of Redcliff Second Quarter Financial Summary for the period ending June 30, 2016, be received for information. - Carried.

2016-0291 Memo
Re: Redcliff Days Costs

B) Councillor Crozier moved the Memo regarding Redcliff Days Costs, be received for information. - Carried.

2016-0292 Memo
Re: Redcliff Minor Hockey
Association - Concession Cost
Savings

C) Councillor Brown moved the Memo regarding the Redcliff Minor Hockey Association Concession Cost Savings, be received for information. - Carried.

2016-0293 Municipal Manager's Report to
Council July 18, 2016

D) Councillor Leipert moved the Municipal Manager's Report to Council July 18, 2016, be received for information. - Carried.

2016-0294 Redcliff/Cypress Regional
Waste Management Authority
Re: Landfill Graphs to June 30,
2016

E) Councillor Crozier moved the Redcliff/Cypress Regional Waste Management Authority Landfill Graphs to June 30, 2016, be received for information. - Carried.

7. RECESS

Deputy Mayor Steinke called for a recess at 7:37 p.m.

The Director of Finance & Administration, Director of Community & Protective Services and the Director of Planning & Engineering left the meeting at 7:37 p.m.

Deputy Mayor Steinke reconvened the meeting at 7:43 p.m.

8. IN CAMERA

2016-0295

Councillor Leipert moved to meet In Camera at 7:43 p.m.
- Carried.

Councillor Leipert declared pecuniary interest and removed himself from discussion and voting.

Councillor Leipert left the meeting at 7:52 p.m.

2016-0296

Councillor Leipert returned at 8:48 p.m.
Councillor Brown moved to return to regular session at 8:48 p.m. - Carried.

9. ADJOURNMENT

2016-0297 Adjournment

Councillor Crozier moved to adjourn the meeting at 8:48 p.m.
- Carried.

Deputy Mayor

Manager of Legislative & Land Services

**MUNICIPAL PLANNING COMMISSION MEETING
WEDNESDAY JULY 20, 2016 – 12:30 PM
TOWN OF REDCLIFF**

MINUTES

PRESENT: Members: B. Duncan, J. Beach, L. Leipert,
J. Steinke
Development Officer: B. Stehr
Director of Planning & Engineering J. Johansen

ABSENT: Members: B. Vine, E. Solberg, B. Lowery

1. CALL TO ORDER

B. Duncan called the meeting to order at 12:36 pm.

2. ADOPTION OF AGENDA

J. Beach moved that the agenda be adopted as amended to add the following items.

- B) 6 c) Development Permit 16-DP-029 that was tabled at the June 15, 2016 MPC meeting**

- Carried.

3. PREVIOUS MINUTES

- A) L. Leipert** moved that the minutes of June 15, 2016 be adopted as presented.
- Carried.
- B) J. Beach** moved that the minutes of June 22, 2016 be adopted as presented.
- Carried.
- C) J. Steinke** moved that the minutes of July 7, 2016 be adopted as presented.
- Carried.

4. LIST OF DEVELOPMENT PERMIT ADVERTISED

L. Leipert moved that Development Permits advertised be received for information.
- Carried.

5. DEVELOPMENT PERMIT APPLICATIONS APPROVED BY DEVELOPMENT AUTHORITY

J. Steinke moved that Development Permits approved by the Development Authority be received for information.
- Carried.

6. DEVELOPMENT PERMITS FOR MPC CONSIDERATION

- a. Development Permit Application 16-DP-037**
Aecon Group Inc.
NE 17, 13, 6, W4 (501 Mitchell Street N)
Asphalt, Aggregate and Concrete Plant

L. Leipert moved that Development Permit Application 16-DP-037 NE 17, 13, 6, W4 (501 Mitchell Street N) for an Asphalt, Aggregate and Concrete Plant be approved as submitted with the following conditions:

- a) The Applicant to register an easement to title to allow for water drainage from 590 Highway Avenue NE (Lot 8, Block A, Plan 1010762);
- b) The Applicant to provide a revised site plan showing the sound/dust berm having a minimum side slope ratio of 3:1;
- c) The Applicant shall provide to the Town of Redcliff all applicable licenses as required by Provincial and Federal bodies.

b. Town of Redcliff Subdivision Application 2014 SUB 02

FarWest Land & Properties Inc.

Lots 1-20, Block 99, Plan 1117V (102, 110, 114, 122 5 Street NW)

Second Request for Subdivision Extension

L. Leipert moved to grant a second Subdivision extension for 2014 SUB 02 Lots 1-20, Block 99, Plan 1117V (102, 110, 114, 122 5 Street NW).

- Carried.

c. Development Permit Application 16-DP-029

FarWest Land & Properties Inc.

Lot 39-40, Block 8, Plan 1117V (638 2 Street SE)

Semi Detached Dwelling

L. Leipert moved to lift Development Permit Application 16-DP-029 (Lot 39-40, Block 8, Plan 1117V (638 2 Street SE)) for a Semi Detached Dwelling from the table.

- Carried

J. Steinke moved to table Development Permit Application 16-DP-029 (Lot 39-40, Block 8, Plan 1117V (638 2 Street SE)) for a Semi Detached Dwelling until the August 17, 2016 Municipal Planning Commission meeting.

- Carried.

7. FOR DISCUSSION

a) Development Permit Application 16-DP-036

Prairie Rose School Division

Lot 1, Block 108, Plan 1117V (102 4 Street SE)

Oversized fence

The Municipal Planning Commission discussed the application and is forwarding the following comments / concerns to Council with respect to this Development Permit Application.

1. The Commission's concern is for the safety of children at the school. They feel that the over height fence will increase safety.
2. The Commission does not feel that their oversized fences will impact the adjoining properties view, use, or enjoyment of their property.

8. ADJOURNMENT

J. Beach moved adjournment of meeting at 12:48pm
- Carried.

Chairman

Secretary

**MUNICIPAL PLANNING COMMISSION MEETING
THURSDAY, AUGUST 11, 2016 – 12:30 PM
TOWN OF REDCLIFF**

MINUTES

PRESENT: Members: B. Duncan, B. Vine
B. Lowery
Councillors: E. Solberg
Director of Planning & Engineering J. Johansen
Recording Secretary: B. Andres

ABSENT: Members: J. Beach
Councillors: L. Leipert, J. Steinke
Development Officer: B. Stehr

1. CALL TO ORDER

B. Duncan called the meeting to order at 12:31 pm.

2. ADOPTION OF AGENDA

E. Solberg moved that the agenda be adopted as amended, to amend the Civic Address to (326 Broadway Ave. West rather than East).
- Carried.

3. DEVELOPMENT PERMIT APPLICATION FOR MPC CONSIDERATION

A) Development Permit Application 16-DP-053

New Rock Developments Inc.
Lot 43, Block 91, Plan 9411418 (326 Broadway Ave. W)
Semi-Detached Dwelling

B. Duncan introduced the Development Permit Application and asked those attending if there are any questions or comments in this matter.

J. Johansen summarized the Application and the recommendations of the Development Officer.

B. Lowery moved that Development Permit Application 16-DP-053 Lot 43, Block 91, Plan 9411418 (326 Broadway Avenue W) for a semi-detached dwelling, be approved as submitted with the following condition(s):

1. The Applicant and Town shall amend the Development Agreement for lots 44, 45 and 46, Block 91, Plan 9411418 to include Lot 43, Block 91, Plan 9411418. This agreement contains the following conditions:
 - a. Construction of an asphalt lane and parking, and concrete walkways as per the submitted Site Plan, and a low profile concrete curb crossing on 4 street for the private lane;

- b. An instrument registered to title to allow the drainage to drain onto the adjoining properties;
 - c. An instrument registered to title to allow access to the lot from the adjoining properties;
 - d. The Applicant providing security in the form of an irrevocable letter of credit in the amount of ten thousand (\$10,000.00) each for lots 44, 45, and 46 to ensure that the Applicant carries through with the obligations outlined in the development approval. (Note: Administration feels that \$30,000.00 of security is adequate for all four lots and no additional security is needed.)
 - e. Release of security provided by the Applicant to the Town of Redcliff;
- 2. The Applicant / Owner shall install sidewalks in Broadway Avenue from 4 Street NE to the east property line of Lot 46. The sidewalks shall be installed to the Town of Redcliff construction standards. Onsite walkways shall be extended to the sidewalk;
 - 3. The Applicant / Owner shall install a sidewalk on 4 Street to the north edge of Lot 43. The Applicant / Owner shall remove parking stall #1 from the plans.

- Carried.

4. **ADJOURNMENT**

B. Vine moved adjournment of meeting at 12:50 pm

- Carried.

Chairman

Secretary

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: August 15th, 2016

PROPOSED BY: Director of Community and Protective Services

TOPIC: Redcliff Minor Hockey Association Letter of Support

PROPOSAL: Letter of Support for Community Facility Enhancement Program

BACKGROUND:

The Community Facility Enhancement Program (CFEP) assists with fostering the unique characteristics of Alberta's many communities. The aim of the program is to:

- Reinvest revenues generated from provincial lotteries into communities;
- Empower local citizens and community organizations to work together; and
- Respond to local needs.

The maximum amount per application (one facility) is \$125,000 per fiscal year. Municipalities are no longer eligible to receive funding from CFEP, creating the need for municipal and community group partnerships.

A letter of support is required for the CFEP application from the Town of Redcliff, because the municipality is the owners of the building and RMHA is the lease holder and major user. The project will leverage the money committed by the Federal Government's Community 150 grant (\$84,350) and, if successful with the grant application, reduce the financial commitment for the Town of Redcliff and achieve additional building upgrades in the process. The intention is to reduce the Town of Redcliff commitment (under the already approved community 150 grant) by \$34,350, if the grant application is successful, and achieve some necessary facility upgrades.

This project will be done over a 12 month period and the major portion of the concession overhaul will be at the conclusion of the 2016-2017 hockey season. This will assist with RMHA viability at the Rec-Tangle and assist with operating costs of the concession.

POLICY/LEGISLATION:

N/A

STRATEGIC PRIORITIES:

Motion 2016-0235: Councillor Crozier moved to direct Administration to review concession phone options and other cost savings for the Redcliff Minor Hockey Association. - Carried.

ATTACHMENTS:

OPTIONS:

1. Town of Redcliff do a letter of support for the Redcliff Minor Hockey Association's CFEP grant application to upgrade the Rec-Tangle concession and other rectangle facility upgrades.
2. To deny the request for a letter of support to upgrade for RMHA's CFEP grant application.

RECOMMENDATION:

Option 1

SUGGESTED MOTION(S):

1. Councillor _____ moved that the Town of Redcliff provide a letter of support for the Redcliff Minor Hockey Association for the Community Facility Enhancement Program (CFEP) for the upgrade to the Rec-Tangle.

SUBMITTED BY:


Department Head


Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF _____ AD. **2016.**

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: August 15th, 2016

PROPOSED BY: Director of Community and Protective Services

TOPIC: Redcliff Days Street Dance & Concert

PROPOSAL: To consider approving the Special Event Application for a Redcliff Days Street Dance & Concert on June 16, 17 & 18, 2017

BACKGROUND:

The intent of Redcliff Days is to offer a variety of activities and events that appeal to local residents and visitors of all ages. Local residents enjoy the festivities but it also brings visitors from the surrounding area and serves as an unofficial homecoming for family and friends. There will be even more reason to celebrate in the upcoming year as Redcliff celebrates its 105th Anniversary.

As part of this celebration, Chris Czember is requesting permission to host a street dance and concert again this year during Redcliff days. The activity will require that the street at the 000 block of 3rd Street SE, adjacent to Who's on Third, be blocked off on June 16, 17 & 18, 2017.

There were no concerns expressed by Barry Steier, Bylaw Enforcement; S/Sgt. Sean Maxwell, NCO i/c RCMP or Mel Spence, 3rd Street Bazaar Coordinator before or after the event last year.

The applicant will ensure that insurance and relevant security requirements are satisfied. Early confirmation of this event will ensure adequate time to arrange for quality entertainment.

POLICY / LEGISLATION:

Street Bylaw 1440/2005

STRATEGIC PRIORITIES:

n/a

ATTACHMENTS: Special Event Application

OPTIONS:

1. Approve the Special Event Application for a Redcliff Days Street Dance and Concert from June 16 to June 18, 2017.
2. To deny the Special Event Application for a Redcliff Days Street Dance and Concert from June 16 to June 18, 2017.

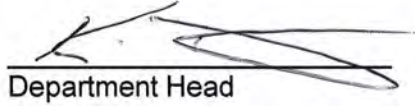
RECOMMENDATION:

Option 1

SUGGESTED MOTION(S):

1. Councillor _____ moved to approve the Special Event Application for a Redcliff Days Street Dance and Concert for June 16 to June 18, 2017.
2. Councillor _____ moved to request Community and Protective Services to gather further information for the Special Event Application for a Redcliff Days Street Dance and Concert for June 16 to June 18, 2017.

SUBMITTED BY:



Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS _____ DAY OF _____ AD.
2016.

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: August 15, 2016

PROPOSED BY: Riverview Golf Club, Town Administration

TOPIC: Riverview Golf Club Driving Range

PROPOSAL: To approve, in principle, the proposed Riverview Golf Club Driving Range project and location

BACKGROUND:

Town of Redcliff administration has recently been in communication with the River View Golf Club in relation to their preferred location for the implementation of a Driving Range. This report is being assembled in an effort to appropriately select and approve, in principle, the proposed and preferred driving range location and to further move forward with actual implementation of such a project (as this has been discussed and contemplated for the last five years).

The information provided in this Request for Decision has been compiled jointly by the town administration (Municipal Manager, Director of Planning and Engineering, and Director of Community and Protective Services) and is separated into the following three categories: Riverview Golf Club Considerations, Funding/Grant Opportunities and Considerations, and Design and Regulatory Considerations.

Riverview Golf Club Considerations

Through many conversations with members and guests to Riverview Golf Club a driving range would be a substantial upgrade to not only the golf club, but the community as a whole. Many people don't have the time to play 18 holes or in some cases can't afford to play. With a driving range the community will have another recreational facility to use and will draw more people to the community. The Riverview Golf Club's most frequent request is to have a junior program again. Without a driving range it is not operationally feasible to host a junior program that could potentially have close to 100 participants.

The Riverview Golf Club has considered various different options as it relates to potential Driving Range Locations. Their summary is as follows:

- a) I-XL lands as proposed by M. Sissons was the option of choice and which ultimately got the ball rolling with regards to having a driving range constructed for Riverview Golf Club. Before exploring other options this seemed to be a site that would work. After several board meetings the Board had some concerns about safety crossing 9th Ave (which is planned as a major collector road and will eventually have similar levels of traffic as Saamis Drive currently has). Other concerns include the potential of escalated operational costs (as it relates to an off-site location) and the Golf Club's liquor license being at jeopardy with alcohol potentially leaving the premises (the liquor licence actually does not even include the front entrance or parking lot; which makes not only this option but some of the following options less feasible as well). Because of those concerns, the Riverview Golf Club discussed optional sites that would revolve around the existing property here at the golf club. Please see Map "A" in the attachments.

- b) Utilizing part of the park space from south of 9th Ave hitting south towards the golf club (see Map “B”). Several issues became apparent with this option such as:
- The proximity of homes being built to the east of the park as the lots were sold with the understanding that a driving range facility would not be behind them;
 - Netting costs along Mitchell Street; and,
 - The overall distance required for a driving range rendered this area not preferable or suitable.
- c) The other option was to use the area just east of the Golf Club entrance to construct the hitting area and have the golf ball direction hit east towards the maintenance building (Please See Map “C”). This, again had safety concerns, and there is an overall lack of sufficient distance.
- d) The final location considered is the area just east of hole number 10 utilizing the existing coulee creating a bowl (Please See Map “D”). This option is supported by the entire Board of Directors based on proximity to the clubhouse, safety reasons, in the interest of the existing liquor license and operational costs. With this proposal, the driving range would be situated such that it will not interfere with future development (neither residential nor commercial). The proximity to the clubhouse will keep operational costs down as well as capital costs (ie: no need to construct additional trails to the facility as would be required in the other options considered).

Funding/Grant Opportunities and Considerations

A municipal budgetary decision was made starting with the 2012 budget year through to the 2016 budget year in which council specified an annual amount of \$30,000/year be set aside as reserve for future golf course improvements (it is administration’s understanding that this came about because of past discussions between the Town and Golf Club regarding the potential construction of a driving range). The current balance as a result of this is \$150,000 (potential municipal funds that could be contributed to the proposed project).

It is important to note that in an effort to maximize and fully leverage the aforementioned funds, both the Town and Riverview Golf Club should pursue as many additional grant opportunities that are available. In other words, if this project and preferred location receives approval, the reserve funds that the Town has specified should be used as seed money and not, solely to fully fund the project. Some potential grant opportunities that would be pursued are as follows (noting that not all grants applied for are automatically approved):

- Community Facility Enhancement Program (CFEP)
- Alberta Community Resiliency Program (only as it relates strictly to storm water management).
- Municipal Demonstration Grant Program (this would be dependent on design details).

Also, in communicating with the Riverview Golf Course, they have indicated that from a fundraising point of view they have experienced significant positive response from members that are able to donate significant resources through in-kind donations (ie: labour, equipment, etc...) which is very favourable when applying for certain grants.

Design and Regulatory Considerations.

With regard to the Riverview Golf Course's preferred driving range location, the Town's Planning and Engineering Department can provide some design support and assistance as it relates to obtaining the required environment related approvals. One of the potential advantages of the Riverview Golf Course preferred location (Option d) is the Town's storm water outfall could be enhanced in such a way of mitigating further erosion in the coulee.

Planning and Engineering have made preliminary (verbal) inquiries to Alberta Environment and Parks and there didn't appear to be significant hurdles (other than typical design and approval requirements for a storm management facility) to such a proposal.

ATTACHMENTS: maps of the various driving range options considered as well as the Riverview Golf Club preferred driving range locations. **Note: the attached maps are CONCEPTUAL.**

OPTIONS:

1. Approve the driving range project in principle and in accordance with the Riverview Golf Club's preferred location (Option d) and provide, as required, letters of support for any grant programs applied for to leverage the existing municipal funds available for the project.
2. Approve the driving range project in principle with the following amendments:
 - _____
 - _____
 - _____
3. Not approve the project.

RECOMMENDATION: Option 1

SUGGESTED MOTION(S):

1. Councillor _____ moved to approve the driving range project in principle and in accordance with the Riverview Golf Club's preferred location (Option d); further, to provide, as required, letters of support for any grant programs applied for to leverage the existing municipal funds available for this project.
2. Councillor _____ moved to approve the driving range project in principle as amended:
 - _____
 - _____

SUBMITTED BY:



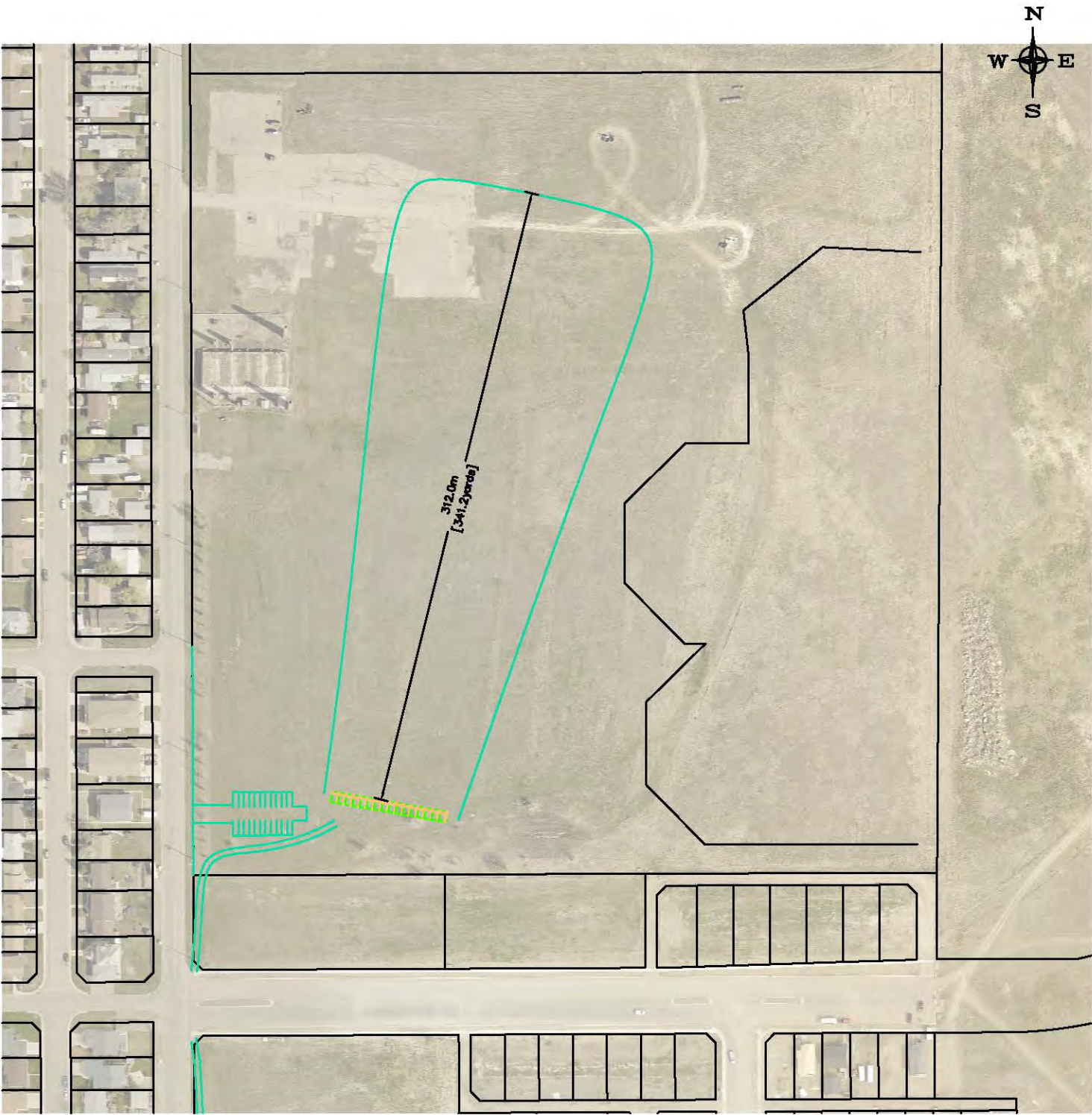
Department Head



Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF _____ AD. 2016.

**Redcliff Golf Course
Driving Range
Option - IXL Lands**



CAUTION
*Information conceptual
Drawing not to Scale*

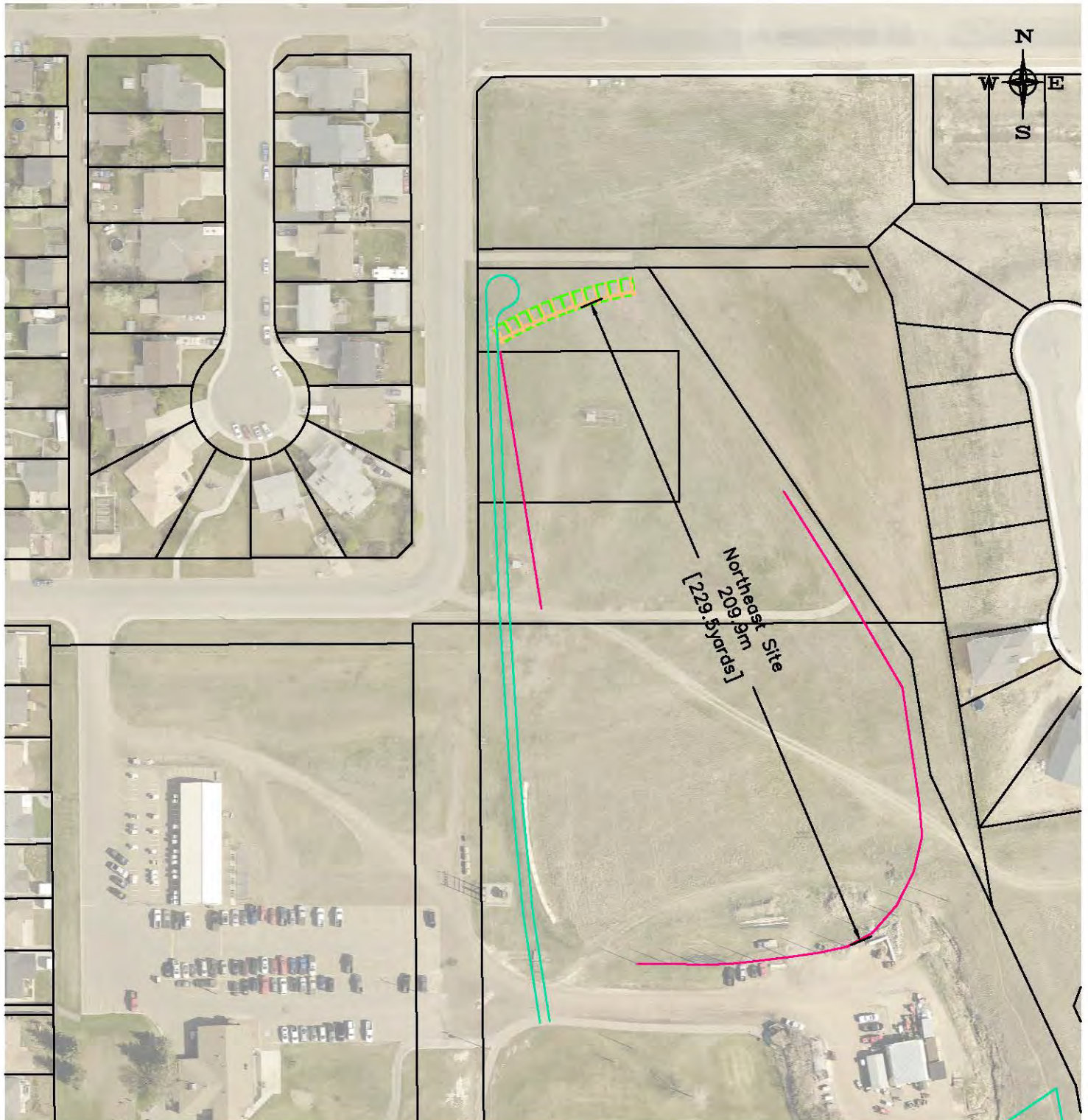
Dwn:

Date:

June 21, 2016

MAP A

**Redcliff Golf Course
Driving Range
Options - Northeast Site, Drive East 1, Drive East 2**



CAUTION
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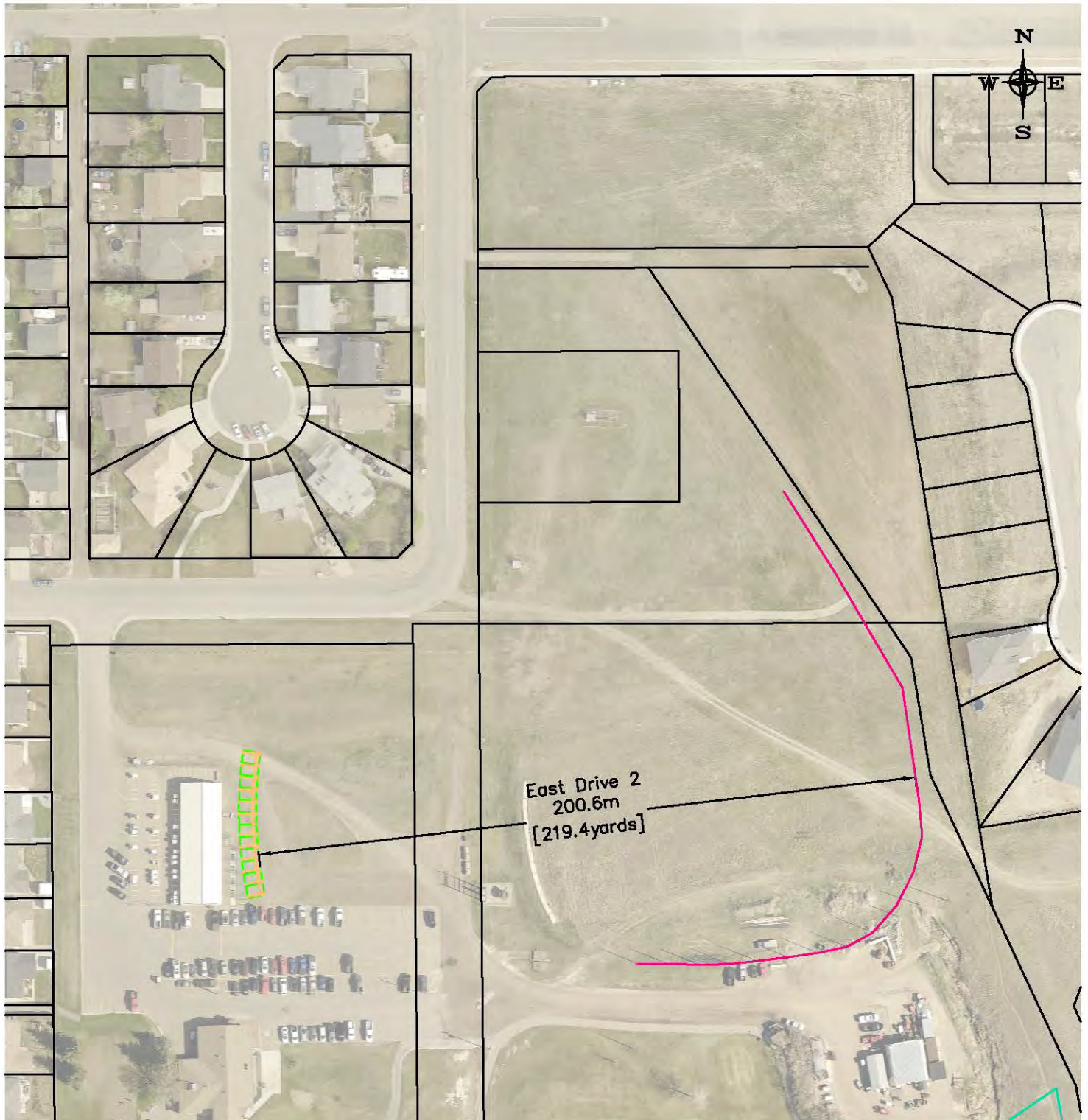
Dwn:

Date:

June 21, 2016

MAP B

**Redcliff Golf Course
Driving Range
Options - Northeast Site, Drive East 1, Drive East 2**



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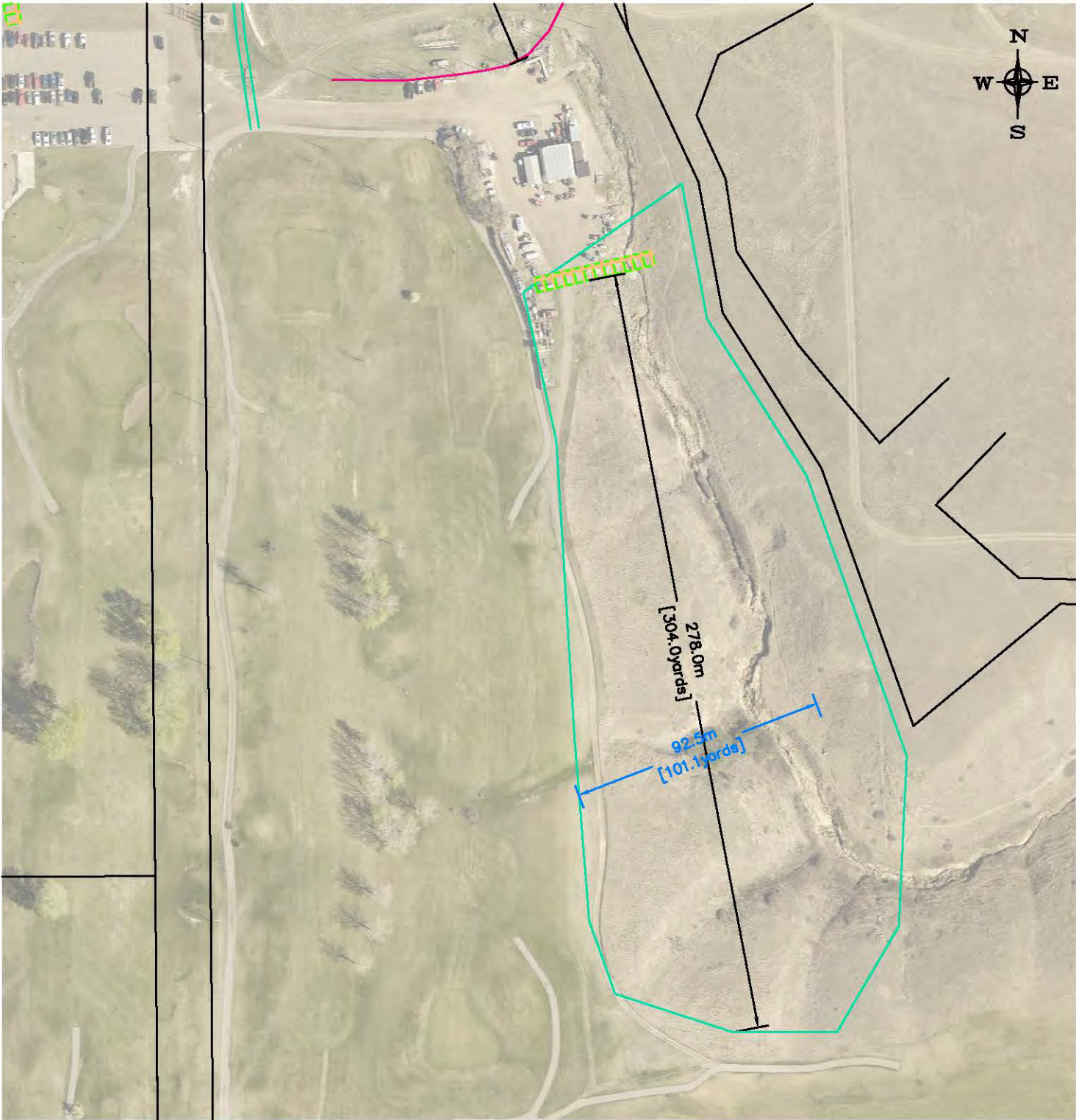
Dwn:

Date:

June 21, 2016

MAP C

**Redcliff Golf Course
Driving Range
Option - Coulee**



CAUTION
*Information conceptual
Drawing not to Scale*

Dwn:

Date:

June 21, 2016

MAP D

**TOWN OF REDCLIFF
REQUEST FOR DECISION**

DATE: August 15, 2016

PROPOSED BY: Director of Planning and Engineering

TOPIC: 2016 Capital Project (Sanitary System Upgrades) Scope and Budget Adjustment

PROPOSAL: To approve the change in scope and corresponding budget amount for the 2016 Sanitary System Capital Project Upgrade

BACKGROUND:

As part of the 2016 budget, one of the capital projects that was approved was a Sanitary System Upgrade project that consisted of the following:

- Emergency Backup Power Generator at the Jesmond and 3rd and 3rd NW Lift Stations.
- SCADA installation at the 3rd and 3rd NW Sanitary Lift Station, Jesmond Sanitary Lift Station, and NW Sanitary Lift Station.
- The budgeted amount for this project is \$411,000 with it being funded through the Municipal Sustainability Initiative (MSI) capital grant program.

Administration is presenting for council's consideration the following scope adjustment to the above project:

- Add the upgrading of the NW Sanitary Lift Station pumping capacity.
- Add provisions for the installation of attenuation (for the purpose of enhancing wet weather peak capacity) at the NW and Jesmond Sanitary lift stations.
- Allocate a new budget amount for this project in the amount of \$950,000 with it being funded through the MSI capital grant program.

Investigation of the Jesmond and 3rd and 3rd NW Sanitary Lift Stations has shown that in all but extreme weather events, these lift stations operate within acceptable parameters. Reconfiguring the lift stations to be able to accommodate flows from extreme weather events by pumping will have significant cost implications as the pumps will have to be upsized and the force mains twinned. Upsizing pumps will also change what is required for back-up generators and electrical controls at each lift station. Furthermore increasing the pumping capacity of the lift stations will only increase the peak flows at the City gate.

We have examined an alternative that is used by the City of Edmonton and is included in the Standards and Guidelines for Municipal Waterworks, Wastewater and Storm Drainage Systems Part 4 (4.2.4.6.2 & 3). The alternative is wet weather flow attenuation. What this consists of is providing storage that is able to attenuate the peak wet weather flow.

The reason this technique is not often used is that storage of sewage in a sewage system is undesirable as it has the potential to generate unwanted smell. Lift stations are typically designed to have a maximum fill time of about 30 minutes at average day flows to limit the chances that a lift station wet well will go septic (when sewage goes septic it generates undesirable smells). To make attenuation of peak wet weather flows work it is necessary to keep the extra storage for wet weather peak flows separate from the normal flows. To

effectively keep the storage separate requires a lift station. Most sanitary sewage system bottlenecks do not occur at lift stations and thus adding a lift station to make peak flow attenuation expensive.

In the case of Jesmond and 3rd and 3rd NW Sanitary Lift Stations the bottleneck is at the lift stations and under extreme wet weather conditions (for example, July 2013) backups can occur in the sewage collection system upstream of the lift station (backups are an indication that there is insufficient capacity and that the system is storing sewage in the collection system until there is capacity downstream to accommodate the volume). Adding wet weather flow attenuation at these lift stations will have the following results:

- mitigate the potential of wet weather flow backups (designed storage instead of it just occurring in the collection system),
- allow capacity at the lift stations to be used for average flow conditions instead of wet weather flow conditions (Lift stations are typically designed so that the peak inflow matches the peak outflow), which will allow development to occur in the lift station catchment area (see attached map showing the Jesmond and 3rd and 3rd NW Sanitary Lift Stations),
- have no impact on the peak flow at the City gate, and
- can be incorporated into any long term sewage system plan.

By adjusting the scope of the project and doing all of the work, as proposed above, at the same time avoids the issue of building back-up power and SCADA systems for the current situation only to find that it is either in the wrong place, wrong size or the wrong type when implementation of storage occurs. By having all of the work undertaken at once there will be:

- Efficiencies realized in the design,
- Efficiencies realized in the construction,
- Reduced impact on residences (construction occurs once instead of two or three times).

POLICY/LEGISLATION:

As this is an already approved budget item, the proposed scope change and budgetary amount, if council decides to proceed, would need to be approved by council via motion (as a budget amendment).

STRATEGIC PRIORITIES: Council has established Sanitary Sewer Capacity and Inflow and Infiltration as two of their main priorities.

ATTACHMENTS: Map showing the Jesmond and 3rd and 3rd NW Sanitary Lift Stations and attenuation idea/ conceptual figures.

OPTIONS:

1. Increase the budget for the Jesmond and 3rd and 3rd NW Lift Stations to allow for the addition of wet weather peak flow attenuation storage understanding that 90% of the project expenditures will be in 2017.
2. Maintain the current budget for the Jesmond and 3rd and 3rd NW Lift Stations.
3. Cancel the Jesmond and 3rd and 3rd NW Lift Stations project.

RECOMMENDATION:

Option 1 is recommended as it will mitigate for two large areas the issues of the potential of sewage back-up during extreme wet weather events and can allow for development to occur in these lift stations catchment areas prior to developing longer term capacity solutions.

SUGGESTED MOTION(S):

1. Councillor _____ moved that the 2016 Sanitary System Upgrade capital project scope change and budget be adjusted to \$950,000 for the Jesmond and 3rd and 3rd NW Lift Stations to allow for the addition of wet weather peak flow attenuation storage with the understanding that 90% of the project expenditures will be in 2017.
2. Councillor _____ moved to maintain the current budget for the Jesmond and 3rd and 3rd NW Lift Stations.
3. Councillor _____ moved to cancel the 3rd and 3rd NW Lift Stations project.

SUBMITTED BY:



Department Head



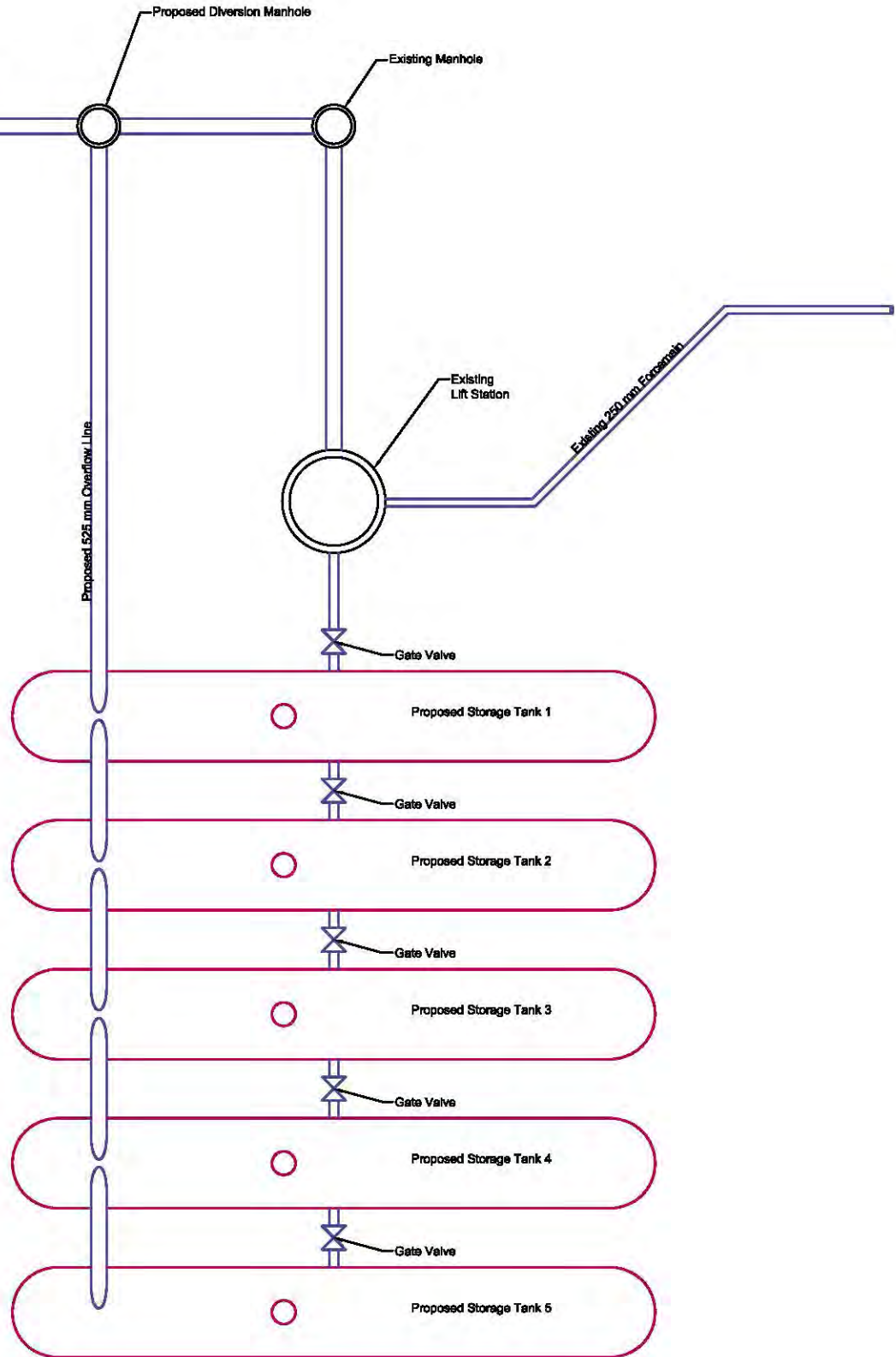
Municipal Manager

APPROVED / REJECTED BY COUNCIL THIS ____ DAY OF _____ AD. 2016.



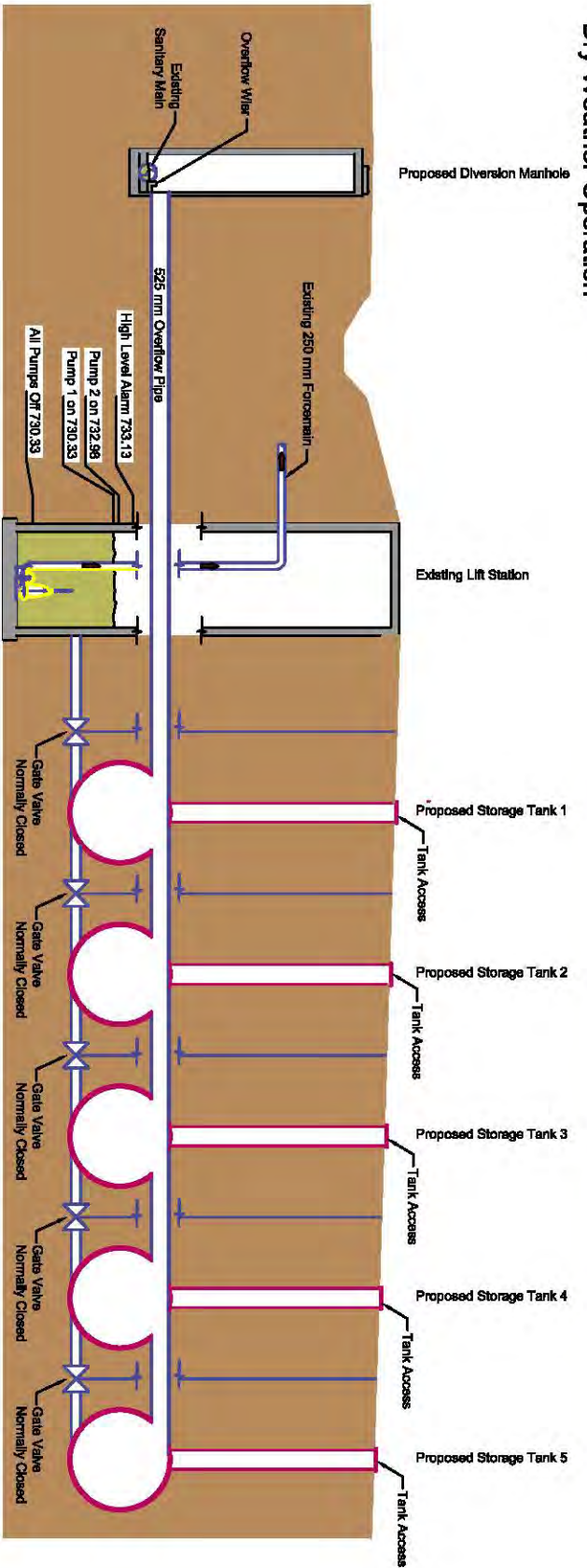
3rd Avenue NW

3rd Street NW

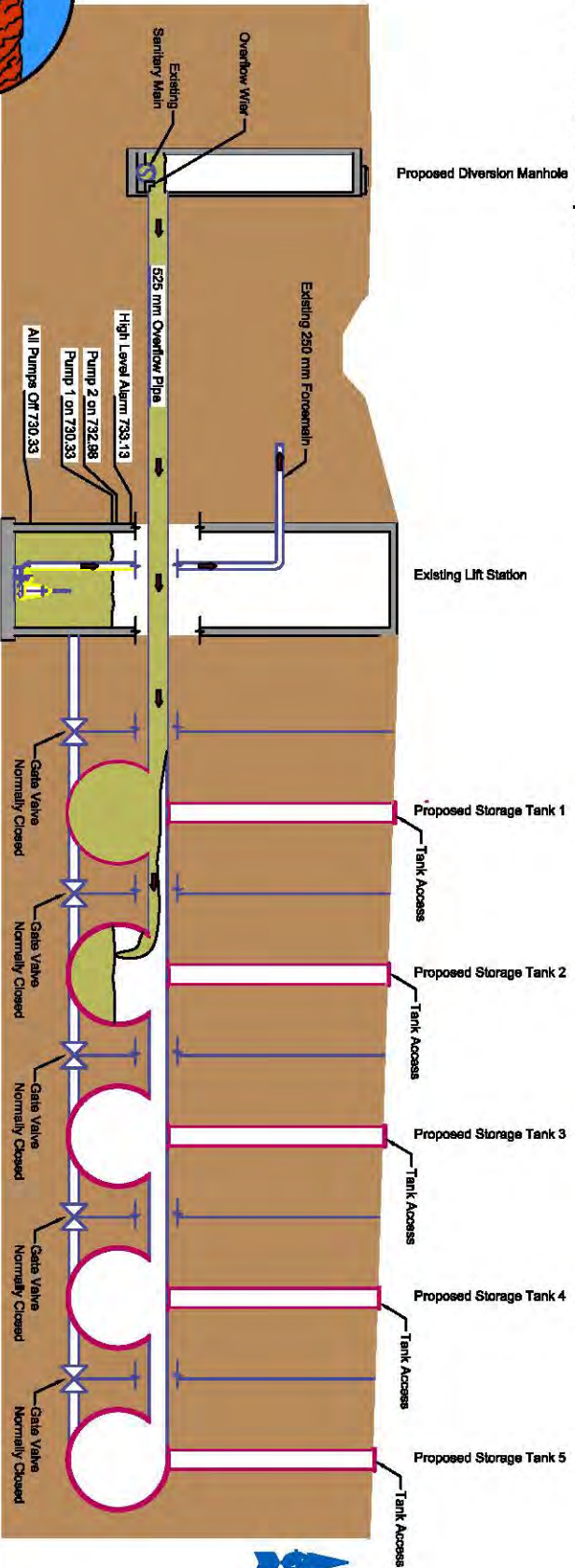


3rd Avenue & 3rd Street NW Lift Station Storage Proposal

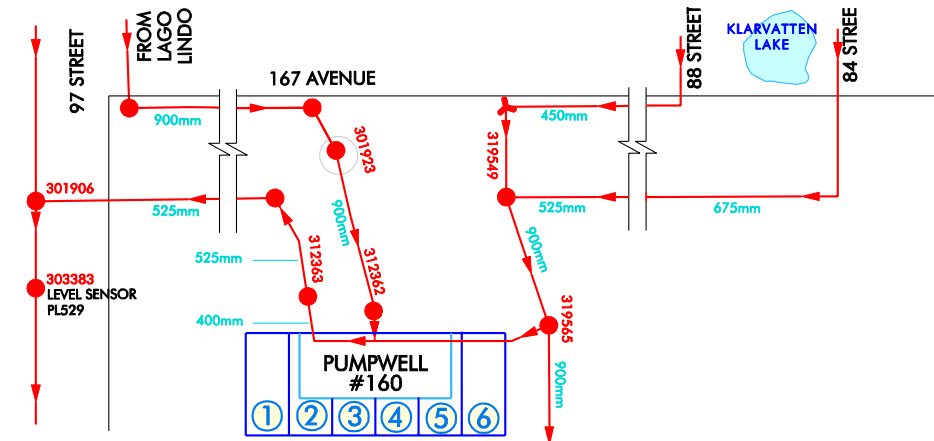
Dry Weather Operation



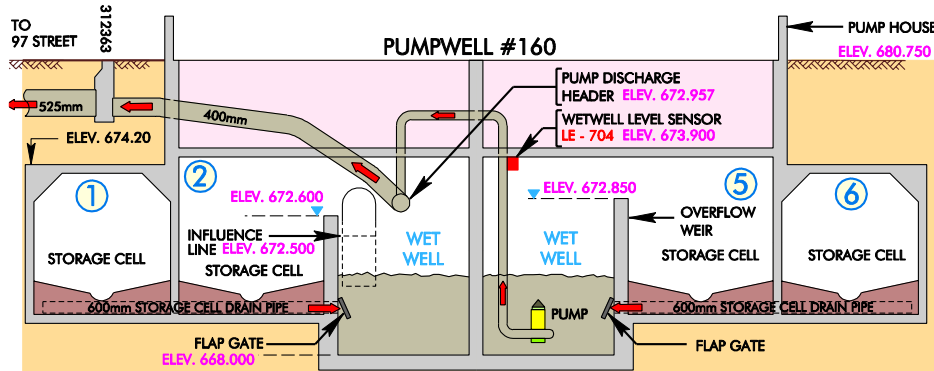
Wet Weather Operation



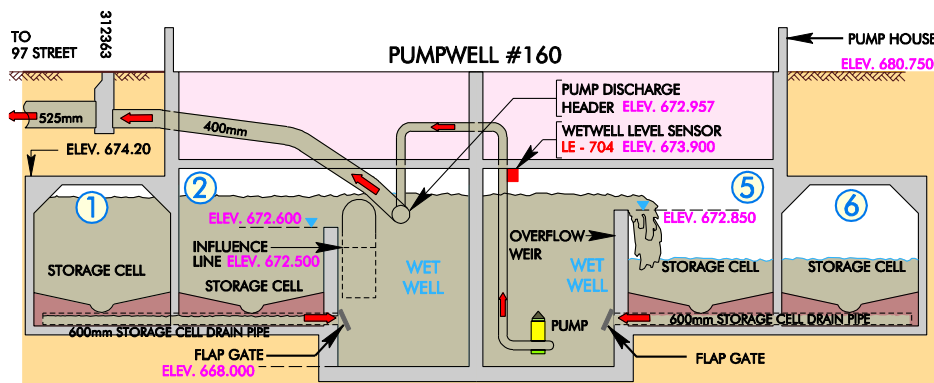
3rd Avenue & 3rd Street NW Lift Station Storage Proposal



DRY WEATHER OPERATION



WET WEATHER OPERATION



LAGO LINDO LIFT STATION & STORAGE TANK



DRY WEATHER OPERATION

- The wet well level should be less than 1.85m above its base.
High Level Alarm, Elevation 669.850m
- Pump sequence (measured from base of wet well):
 - Lag Pump starts at 1.80m
 - Lead Pump starts at 1.45m
 - Lead pump stops at 0.50m
 - Lag pump stops at 0.60m
- Storage main cells 1 to 6 should be empty
- Dry weather flow capacity to 97 Street Trunk is from 142 L/sec to 170 L/sec.
- Normal operating level for wet well is 1.45m to 0.50m.
- In the normal single pump operating mode station pumps at average flow of 94 L/sec (3.3cfs)



WET WEATHER OPERATION

- The wet well may rise up to 1.85m (High Level Alarm).
- 99 L/sec is pumped continuously to 97 Street Trunk.
- If the 97 Street Trunk is full (1.3 meters deep at elev. 677.670), discharge valve FCV-706 is closed, and pumps are shut down for 15 minutes or until trunk level drop.
- Storage tank will fill up due to 97 Street Sewer Trunk's limited capacity during severe rainfall.
- The storage cells fill up one at a time to minimize cleaning in the storage facility.
- Once the pumps lower the wet well level, flap gates from the storage cells will flap open to drain cells into wet well.

RECEIVED
JUL 20 2016
TOWN OF REDCLIFF

June 30, 2016

Mr. Arlos Crofts, CAO
Town of Redcliff
PO Box 40
Redcliff AB T0J 2P0

Dear Mr. Crofts:

We are pleased to announce a rebate program recognizing the investment that members have made in AMSC Services.

The rebate is being distributed to AUMA members who, as of January 1, 2016, participate in two or more AMSC core services which include: Employee Benefits, General Insurance & Risk Management, and Utilities.

As a member-owned, member-driven organization, we endeavour to equitably share our profits with qualifying members by returning a portion of reserve funds. Funds from AMSC will be applied to provide client rebates for a three year period beginning in 2016. Accordingly, ***we have enclosed your rebate cheque with this letter*** as a token of our thanks for your continued participation and support in our programs. It is the revenues from AMSC services that allow AUMA to continue to provide beneficial advocacy services on behalf of members; while keeping membership fees relatively low and stable.

We ask you to ensure that your council is made aware of this initiative, outlining the services that your municipality is currently purchasing from AMSC and the value received through participation.

If you would like to discuss your municipality's current service portfolio, other available AMSC services, or for further information about the rebate program please feel free to contact me at 310-AUMA or at djohnson@auma.ca.

Sincerely,



David Johnson
Senior Director, Communications & Marketing

2017
"Witness Pure Joy"



Special Olympics
**ALBERTA
SUMMER GAMES**
Medicine Hat 2017



2017 SPECIAL OLYMPICS
ALBERTA SUMMER GAMES
Medicine Hat, AB
July 7th – 9th, 2017

**SPONSORSHIP
OPPORTUNITIES**

SPECIAL OLYMPICS IN ALBERTA

Special Olympics Alberta is dedicated to enriching the lives of Albertans with intellectual disabilities through the transformative power and joy of sport. Special Olympics Alberta's programs cater to all ages and a wide range of abilities with over 3,000 athletes in more than 140 communities. We provide world class sports programs that run daily by over 1,000 volunteers. For more information on Special Olympics Alberta, visit www.specialolympics.ab.ca or follow us on Facebook, Twitter, Instagram and Youtube @SpecialOAlberta.

MISSION

"Special Olympics Alberta is dedicated to enriching the lives of Albertans with intellectual disabilities through sport."

VISION

"Our Vision is that sport will open hearts and minds toward people with intellectual disabilities and create inclusive communities all over the world."

EXPECTATIONS OF THE HOST COMMITTEE

1. Establish an estimated Budget of \$405,000

- a) Participant registration fee (1400 @ \$75)\$105,000
- b) Special Olympics Alberta Games Grant.....\$ 25,000
- c) Special Olympics Alberta\$ 70,000
- d) City of Medicine Hat Grant.....\$ 60,000
- e) Sponsorships and Donations.....\$145,000

2. Establish a Fund Raising Team to Help Cover Expenses

- a) A Committee of three plus a Special Olympic member when visiting Service Clubs
- b) Determine levels of Sponsorship/Item Opportunities

• Diamond Level - \$15,000 - \$30,000

- Athlete Banquet & Dance - \$29,000
- Volunteer Attire /ID - \$16,000
- Sport Bags - \$15,000
- Games Administration - \$20,000

• Gold Level - \$7,500 - \$14,999

- Internal Transportation - \$15,000
- Snacks at all Venues - \$8,000
- Sponsor Reception/Mementos - \$8,000





• **Silver Level - \$5,000 - \$6,999**

- Facility/Tent Rentals- \$5,000
- Volunteer Appreciation - \$5,000

• **Friend of the Games - \$1,000**

• **FAN - \$200**

• **A Sponsor may offer Service-in-Kind or a Gift-in-Kind in lieu of a cash sponsorship**

c) Eleven Sport Sponsorship Opportunities (@ \$3,000)

- Athletics
- Basketball
- Bocce
- Bowling (5 Pin)
- Bowling (10 Pin)
- Golf
- Powerlifting
- Rhythmic Gymnastics
- Soccer
- Softball
- Swimming

d) Regular Provincial and National Sponsors will be coordinated through Special Olympics Alberta



SPONSORSHIP BENEFITS

1. DIAMOND

- a) Invitations (8) to the Opening and Closing Ceremonies
- b) Invitations (8) to the Athletes' Banquet
- c) Display board identifying corporate LOGO
- d) Intense media coverage before and during the Games
- e) A complimentary ad (full page) in the Games Program
- f) Recognition at the Opening Ceremonies

2. GOLD

- a) Invitations (6) to the Opening and Closing Ceremonies
- b) Invitations (6) to the Athletes' Banquet
- c) Display board identifying corporate LOGO
- d) Intense media coverage prior to and during the Games
- e) A complimentary ad (1/2 page) in the Games Program
- f) Recognition at the Opening Ceremonies

3. SILVER

- a) Invitations (4) to the Opening and Closing Ceremonies
- b) Invitations (4) to the Athletes' Banquet
- c) Display board identifying corporate LOGO
- d) Intense media coverage prior to and during the Games
- e) A complimentary ad (1/4 page) in the Games Program
- f) Recognition at the Opening Ceremonies

4. SPORT SPONSOR

- a) Invitation to the Opening Ceremonies
- b) Invitation to the Athletes' Banquet
- c) LOGO on 4' x 8' Display Board at sport venue
- d) Intense media coverage prior to and during the Games
- e) A complimentary (1/8 page) in the Games Program
- f) Medal presentations at sport sponsored

Get Social With Us!



2017 Special Olympics Alberta Summer Games Sponsorship Form

(Sponsor's Name)

(Sponsor's Address)

(City)

(Postal Code)

(Sponsor Contact Person)

(Signature)

(Phone)

(Email)

(Sponsorship Activity)

(Value)

As a Sponsor will you or your designate be available for presentation of medals?

☐

Yes

☐

No

Note: Please make payments to 2017 Special Olympics Games Committee, c/o Ted Rodych, Director of Finance, 55 Desert Blume Cr., Desert Blume, AB T1B 0A4 (Email: mrodych@telus.net).

*The 2017 Special Olympics Alberta Summer Games
Organizing Committee wish to extend their sincerest
thanks and appreciation for your support*

File No: 1560-WWP-REDC
Water Treatment Plant Upgrade

RECEIVED
AUG 08 2016
TOWN OF REDCLIFF

August 2, 2016

His Worship Ernie Reimer
Mayor
Town of Redcliff
P.O. Box 40
Redcliff, AB T0J 2P0

Dear Mayor Reimer:

Please be advised that a grant in the amount of \$2,800,000 is being electronically transferred to the Town of Redcliff as a payment under the Alberta Municipal Water/Wastewater Partnership for the Water Treatment Plant Upgrade project.

We look forward to working with your town in continuing to meet your capital infrastructure needs. If you have any questions or concerns regarding this program, please contact Keith Schenher, Infrastructure Grants Technologist, at 403-382-4069.

Yours truly,



Darren Davidson, P.Eng.
Regional Director

/clh

cc: Municipal Programs

July 26, 2016

Ernie Reimer
Town of Redcliff
PO Box 40
Redcliff, AB T0J 2P0

RECEIVED
AUG 08 2016
TOWN OF REDCLIFF

Dear Ernie Reimer:

Re: Submissions to the Disaster Recovery Program

All claims for reimbursement under the Disaster Recovery Program (DRP) must be made electronically and submitted via email to drpmuni@gov.ab.ca. Larger submissions can be placed on USB drives and delivered to the DRP at:

Mail: Disaster Recovery Program
c/o Recovery Operations
14515 – 122 Avenue NW
Edmonton, AB T5L 2W4

To expedite your claim, a hyperlinked spreadsheet can be used. Directions on how to prepare this spreadsheet are attached for your reference. Alternatively, backup documents can be scanned to a USB drive and included with the submission. As you are submitting electronically, no paper copies are required.

If you have any questions, please contact your case manager Chaka Zinyemba at 587-987-5713 or by email at Chakanaka.Zinyemba@gov.ab.ca. You may also contact the DRP Call Centre toll-free within Alberta at 1-888-671-1111.

Sincerely,



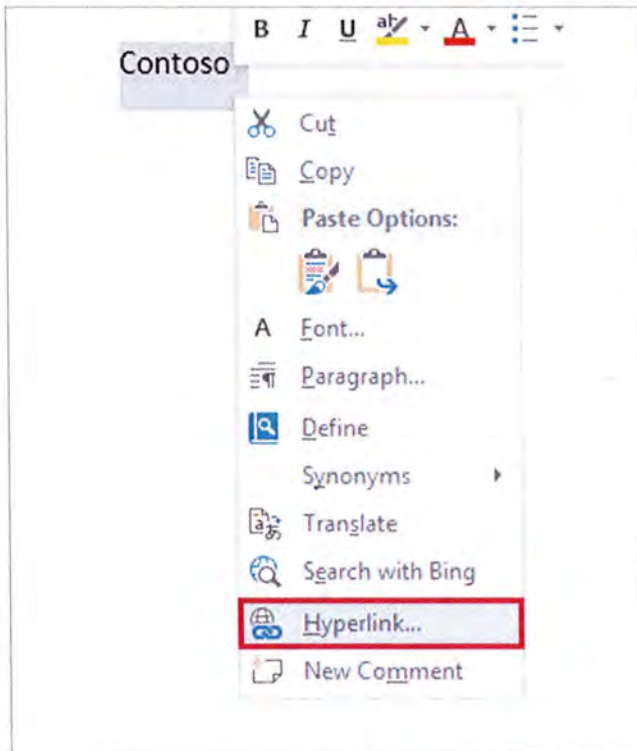
Kevin Taron
Manager, Municipal and First Nations Recovery
Disaster Recovery Program

Enclosure

Attachment:

How to create a hyperlink to a document or file

1. Select the text or picture to display as the hyperlink, right-click the text or picture, and then click **Hyperlink** on the shortcut menu.



2. Do any of these:
3. To link to an existing file or Web Page, click Existing File or Web Page under Link to, and then type the address that you want to link to in the Address box. If you don't know the address for a file, click the arrow in the Look in list, and then go to the file that you want. You can also copy the file location and paste it into the address area.
4. To link to a file that you haven't created yet, click Create New Document under Link to, type the name of the new file in the Name of new document box, and then, under When to edit, click Edit the new document later or Edit the new document now.

Bylaws and 2016 Resolutions

Alberta Urban Municipalities Association

**2016 Convention
Edmonton, Alberta
October 5 – 7**

Resolution Sessions:

**First Session – October 5: 1:35 – 2:45 p.m.
Second Session – October 7: 9:15 – 9:45 a.m.**

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NOTE: There were no 2016 resolutions in the category of Endorsement Requests.

AUMA BYLAWS

Article I - NAME

- 1.01** The name of the Association shall be the Alberta Urban Municipalities Association, referred to in these bylaws as the “Association.”

Article II - PURPOSE OF BYLAWS

- 2.01** The purpose of these bylaws is to conform to the provisions of the Societies Act, R.S.A. 2000, c. S-14 and to set out how the Association will provide leadership in advocating local government interests to the Provincial Government and other organizations, and provide services that address the needs of its membership.
- 2.02** These Bylaws establish, and shall continue to establish in each and every year of the Association’s existence, a fundamental and paramount principle that the Association is owned and controlled by the Regular Members of the Association in every material way, and that the Association’s Bylaws, or any other constating document of the Association, shall be interpreted by the Association’s Members, any court of competent jurisdiction and any taxing authority having jurisdiction, in a manner consistent with this fundamental and paramount principle.

Article III - GENERAL

- 3.01** The Board of Directors may establish procedures for convening any meeting referred to in these Bylaws by electronic or other communication facilities including a conference telephone call, facsimile, e-mail or such other technology as may become available.
- 3.02** Notwithstanding anything in these Bylaws, if by virtue of severe weather conditions, a pandemic or other emergency reason, it is impossible for a quorum to participate in any scheduled or required meeting
- a) the time for undertaking any action, and
 - b) the terms of office of the President, Vice-Presidents and Directors are extended until the meeting can be reconvened.
- 3.03** When written notice is required to be provided under these Bylaws, the notice may be given by mail, facsimile or other electronic means which enables the recipient to review the entire text of the notice.
- 3.04** The classifications of Regular Members are
- a) Cities over 500,000 population
 - b) Cities up to 500,000 population
 - c) Towns
 - d) Villages
 - e) Summer Villages
- 3.05** A reference in these Bylaws to “elected representative” means a member of the council of a Regular Member.
- 3.06** A reference in these Bylaws to a “special general meeting” means a meeting of the membership held at a time other than the annual general meeting.

Article IV - MEMBERSHIP

- 4.01** Any municipality, organization or business which
- a) desires to further the Object of the Association,
 - b) qualifies under a membership category described in 4.02, and
 - c) pays the relevant membership fee may become a member of the Association.
- 4.02** The categories of membership are:

- a) REGULAR MEMBERSHIP which shall be available to
 - i. any City, Town, Village, Summer Village, or Specialized Municipality located in Alberta; and
 - ii. after July 1, 2007, any successor municipality of a Regular Member referred to in subsection (i) above, including any Municipal District or County if the Municipal District or County is the successor municipality thereof.
- b) ASSOCIATE MEMBERSHIP which shall be available to
 - i. any municipality other than a municipality referred to in Article 4.02(a)(i);
 - ii. any organization wholly owned by one or more municipalities that are eligible to be Regular Members or Associate Members, any municipally-related non-profit organization or special purpose board or commission;
 - iii. any municipally-related non-profit organization or special purpose board or commission that holds a reciprocal membership that has been approved by the Board of Directors; and
 - iv. any other local authority or related non-profit organization incorporated pursuant to provincial legislation.
- c) AFFILIATE MEMBERSHIP which shall be available to any company, organization or individual, in or outside of the Province of Alberta.

4.03 For purposes of determining membership classification, a Specialized Municipality, Municipal District or County which has a population equal to or greater than the population set out in the Municipal Government Act, R.S.A. 2000, c. M-26, or any amendments thereto, for a

- a) city shall be considered a city,
- b) town shall be considered a town,
- c) village shall be considered a village, and
- d) if less than the population set out for a village, shall be considered a summer village.

4.04 The Townsite of Redwood Meadows, the Special Areas Board and an Improvement District are eligible for inclusion in the classification of Regular Membership appropriate to its population.

4.05 Repealed.

4.06 (a) Subject to sub-clause (b), any member may withdraw from membership in the Association at any time by notice in writing.

(b) A Regular Member which wishes to withdraw from membership in the Association shall provide at least 12 months notice in writing to the Association accompanied by a certified copy of the resolution of council.

(c) Any notice of withdrawal of membership shall be presented to the Board of Directors.

(d) A member which withdraws from membership is not entitled to reimbursement of any membership fees.

4.07 The membership year is the calendar year.

4.08 A “member in good standing” is a member in respect of whom the Association has received the membership fee for the current membership year or in the case of a Regular Member evidence of intention to pay satisfactory to the Board of Directors has been received.

4.09 For purposes of this section “Association activities” means all activities of the Association under its mandate other than business services, and “business services” means any product or service provided by the Association to its members either directly or indirectly through a service delivery entity owned by the Association

- a) Regular Members - Regular Members are entitled to participate in all Association activities and business services, including the right to vote as set forth in Article V.
- b) Associate Members - Associate Members are entitled to participate in business services and may, on conditions set by the Board from time to time, be entitled to participate in some or all Association activities, not including the right to vote.

- c) Affiliate Members - Affiliate members are not entitled to participate in business services but may, on conditions set by the Board from time to time, be entitled to participate in some or all Association activities, not including the right to vote.
- d) Eligible Members (Regular and Associate Member Categories) - Municipalities or organizations eligible for the Regular or Associate Membership categories shall not be entitled to participate in Association activities when not a member in good standing, but shall be entitled to participate in the Association's business services.

4.10 If a member ceases to be a member in good standing, at the expiration of six (6) months from the date for which the membership fee was due, the member shall be automatically expelled from the Association and thereafter shall not be entitled to participate in association activities or enjoy membership privileges until the member has been brought into good standing and reinstated by the Board of the Directors.

Article V - VOTING RIGHTS

- 5.01** The persons entitled to vote at any annual general meeting or special general meeting are those elected representatives in attendance whose municipalities are Regular Members of the Association in good standing.
- 5.02** Each person qualified to vote at any annual general meeting or special general meeting shall be entitled to one vote.

Article VI - NOMINATIONS

- 6.01** Nominations shall be conducted in accordance with the election procedures established by the Returning Officer.
- 6.02** To be eligible for nomination a person must
 - a) be an elected representative of a Regular Member in good standing,
 - b) submit a completed nomination in the form prescribed by the Returning Officer, and
 - c) be nominated by at least two other elected representatives of Regular Members in good standing.
- 6.03** The persons making a nomination and the person being nominated must be eligible to vote in the election for which the nomination is being made.
- 6.04** The persons eligible for nomination as Vice-President for a classification are the persons who are elected or appointed as Directors for that classification provided that, for purposes of electing a Vice-President,
 - a) the City of Calgary shall be considered as one classification
 - b) the City of Edmonton shall be considered as one classification, and
 - c) Villages and Summer Villages shall be considered one classification.

Article VII - ELECTIONS

- 7.01** The Board of Directors shall appoint a person as Returning Officer who shall be responsible for the fair and proper conduct of elections.
- 7.02** The Returning Officer shall establish and publish election procedures in accordance with these bylaws and generally in accordance with the provisions of the Local Authorities Election Act, R.S.A. 2000, c. L-21 or any amendments thereto with any necessary modifications.
- 7.03** Elections shall be held at the annual general meeting.
- 7.04** The election of the
 - a) President shall be conducted among all of the persons,
 - b) Vice-Presidents shall be conducted among all of the persons from the relevant classification as established in Clause 3.04

- c) Directors shall be conducted among all of the persons from the relevant classification as established in Clause 3.04 and electoral zone if applicable who are eligible to vote and are in attendance at the meeting.

Article VIII - BOARD OF DIRECTORS

8.01 The Association shall have a Board of Directors consisting of

- a) the President, and
- b) 14 Directors.

8.02 The number of Directors representing each classification is:

- a) two Directors appointed by the City of Calgary, one of whom shall be designated by the City as Vice-President for Calgary
- b) two Directors appointed by the City of Edmonton, one of whom shall be designated by the City as Vice-President for Edmonton
- c) three Directors representing Cities up to 500,000 population
- d) three directors representing Towns
- e) three Directors representing Villages
- f) one Director representing Summer Villages

8.03 The Directors representing Towns and Villages shall be elected by electoral zone.

8.04 For purposes of establishing electoral zones, the Board of Directors shall group

- a) Towns into three zones in such a manner that the number of Towns in each zone is approximately the same
- b) Villages into three zones in such a manner that the number of Villages in each zone is approximately the same

and shall publish the zone information by June 30 in each year.

8.05 The term of office for each position on the Board

- a) commences at the organizational meeting of the Board following the annual general meeting and
- b) continues until the end of the next annual general meeting at which time the position is available for election.

8.06 The term of office for the position of

- a) President is two years
- b) Vice-President is one year
- c) Director is two years.

8.07 (a) The term of office for the following Director positions shall begin in odd numbered years

- i. 1 Calgary Director
- ii. 1 Edmonton Director
- iii. 2 Cities up to 500,000 population
- iv. Towns East
- v. Villages South
- vi. Summer Villages

(b) The term of office for the following Director positions shall begin in even numbered years

- i. 1 Calgary Director
- ii. 1 Edmonton Director
- iii. 1 Cities up to 500,000 population
- iv. Towns West and South
- v. Villages East and West

- 8.08** (a) A President who is no longer an elected representative immediately ceases to be President and a member of the Board of Directors.
 (b) A Director who is no longer an elected representative immediately ceases to be a member of the Board of Directors.
 (c) In the case of either (a) or (b), if the period until the next annual general meeting is longer than three months, the position shall be deemed to be vacant.
- 8.09** Should the legal municipal status change of the municipality of which a Director is an elected representative:
 a) the Director is eligible to remain in the position until the next annual general meeting, and
 b) if the term of office for the position does not expire at the end of the next annual general meeting a by-election shall be held at the next annual general meeting to fill the position for the remainder of the term.
- 8.10** Should the office of the President become vacant, the remaining Board of Directors shall forthwith appoint a member of the Board to serve as President until the next annual general meeting.
- 8.11** (a) Should a vacancy occur in a Director position other than a Director appointed by the City of Calgary or the City of Edmonton or in a Vice-President position
 i. the Board may appoint a replacement to serve until the next annual general meeting, and
 ii. if the term of office for the position does not expire at the end of the next annual general meeting a by-election shall be held at the next annual general meeting to fill the position for the remainder of the term.
 (b) Should a vacancy occur in a Director position or a Vice-President position appointed by the City of Calgary or the City of Edmonton, the relevant city may appoint a replacement for the remainder of the term of office of the position.
- 8.12** A person appointed to fill a vacancy in any position must be eligible for election to that position if an election were held.
- 8.13** In carrying out the responsibilities of a Director, every Director of the Association shall
 a) act honestly and in good faith with a view to the best interests of the Association,
 b) exercise the care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances,
 c) comply with the Societies Act (Alberta) and any regulations under it and with the bylaws and policies of the Association,
 d) maintain the confidentiality of all Association information given to the Director that is considered confidential, except in the following circumstances
 i. the confidential information is or subsequently enters the public domain through no action of the Director; or
 ii. the confidential information is required to be disclosed by law,
 and if the Director receives Association information that is considered confidential
 iii. from his or her own independent sources; or
 iv. any third party not under an obligation to keep the information Confidential,
 the Director will disclose to the Board that he or she has received that information.
- 8.14** A member of the Board of Directors ceases to be a Director if:
 a) the person is disqualified from Council pursuant to Section 174(1) of the Municipal Government Act; R.S.A. 2000, c. M-26, or any amendments thereto, or
 b) the person misses three consecutive regular meetings of the Board, unless authorized by resolution prior to the conclusion of the missed third consecutive regular meeting of the Board.

- 8.15** The Board of Directors may by resolution passed by at least three fourths (3/4) of the votes cast declare that a Board Member has ceased to be a Board member. The provisions of Article 9.05 regarding notice and an opportunity to be heard apply to a resolution under this Article.

ARTICLE IX - DISQUALIFICATION OF BOARD MEMBERS

9.01 In this Article

- a) "Board member's family" means the Board member's spouse, the Board member's children, the parents of the Board member and the parents of the Board member's spouse;
- b) "spouse"
 - i. includes a party to a relationship between a man and a woman who are living together on a bona fide domestic basis, and
 - ii. does not include a spouse who is living apart from the other spouse if the spouses have separated pursuant to a written separation agreement or if their support obligations and family property have been dealt with by a court order.

9.02 (1) A member of the Board of Directors has a pecuniary interest in a matter if;

- a) the matter could monetarily affect the Board member or an employer of the Board member, or
 - b) the Board member knows or should know that the matter could monetarily affect the Board member's family.
- (2) For the purposes of subsection (1), a person is monetarily affected by a matter if the matter monetarily affects
- a) the person directly,
 - b) a corporation, other than a corporation the shares of which are traded on a stock exchange, in which the person is a shareholder, director or officer,
 - c) a corporation, the shares of which are traded on a stock exchange, in which the person beneficially owns voting shares carrying at least 10% of the voting rights attached to the voting shares of the corporation or of which the person is a director or officer, or
 - d) a partnership or firm of which the person is a member.

(3) A Board member does not have a pecuniary interest by reason only of any interest

- a) that the Board member or a member of the Board member's family may have by reason of being appointed by the Board as a director of a company incorporated for the purpose of carrying on business for and on behalf of the Association or by reason of being appointed as the representative of the Board on another body;
- b) that the Board member or member of the Board member's family may have with respect to any allowance, honorarium, remuneration or benefit to which the Board member or member of the Board member's family may be entitled by being appointed by the Board to a position described in clause (a);
- c) that the Board member may have with respect to any allowance, honorarium, remuneration or benefit to which the Board member may be entitled by being a Board member; or
- d) that is so remote or insignificant that it cannot reasonably be regarded as likely to influence the Board member.

9.03 (1) When a Board member, or a Regular Member of which the Board member is an elected representative, has a pecuniary interest in a matter before the Board , a Board committee or any other body to which the Board member is appointed as a representative of the Board , the Board member must, if present,

- a) disclose the general nature of the pecuniary interest prior to any discussion of the matter,
- b) abstain from voting on any question relating to the matter,
- c) abstain from any discussion of the matter, and

d) subject to subsection (2), leave the room in which the meeting is being held until discussion and voting on the matter are concluded.

(2) If the matter with respect to which the Board member, or the Regular Member of which the Board member is an Elected Representative has a pecuniary interest is the payment of an account for which funds have previously been committed, it is not necessary for the Board member to leave the room.

9.04 (1) A member of the Board of Directors ceases to be a Board Member if he or she

- a) as a Board Member, takes part in a decision knowing that the decision might further a private interest of
 - i. the Board Member,
 - ii. a corporation, firm or partnership referred to in section 4.1.2(2) of this Article 4.1, or
 - iii. a Regular Member of which the Board member is an Elected Representative,
- b) where applicable, does not declare an interest and withdraw from a meeting without voting on or discussing a matter before the Board of Directors which might further a private interest referred to in clause (a)(i), (ii) or (iii), or
- c) accepts
 - i. a fee of any amount other than a fee or honorarium paid by the Association for the Board member's services as a Board member, or
 - ii. a gift or other benefit having a value of more than \$100. that is received because the Board Member is a Board Member.

(2) Subsection (1)(c) does not apply if a Board Member is invited to attend an event or function as a representative of AUMA and the Board Member discloses such attendance in a manner approved by the Board from time to time.

9.05 (1) A meeting of the Board of Directors may be called under section 10.01 to determine whether a Board Member has ceased to be a Board member under this Article.

(2) The Board Member

- a) shall be given notice of a meeting of the Board of Directors called under this section;
- b) upon request
 - i. shall be given particulars of the grounds on which it is alleged that he or she has ceased to be a Board member;
 - ii. shall be given an opportunity to make representations to the Board of Directors in writing or in person, or by legal counsel, or any combination of the foregoing;
- c) is not entitled to be present while the Board of Directors discusses the question whether or not the Board Member has ceased to be a Board Member.

9.06 (1) The Board of Directors may by resolution state that the Board Member has ceased to be a Board Member.

(2) The provisions of Article VIII relating to the filling of vacancies on the Board until the next annual general meeting apply to filling a vacancy under this Article.

9.07 A Board Member, by accepting appointment or election as a Board Member, agrees the Board Member will not be entitled to assert any claim or bring any legal action, whether for defamation or any other cause of action, against the Association or any officer, director or employee of the Association, in respect of anything done by any of them in good faith pursuant to this Article.

Article X - POWERS AND DUTIES OF THE BOARD

10.01 Meetings of the Board of Directors shall be held

- a) pursuant to a regular schedule of meetings set by the Board at its organizational meeting following the annual general meeting, or

- b) at the call of the President, or
- c) upon the written request of four Directors with at least 72 hours notice.

10.02 A quorum of the Board is eight members.

10.03 At meetings of the Board of Directors each Board Member present shall have one vote and, in the case of a tie, the motion shall be lost.

10.04 The Board of Directors has the authority and responsibility to carry out as appropriate, or delegate to its committees, the powers and duties conferred upon the Association.

10.05 If the Board establishes and prescribes the terms of reference for any committee, or delegates that authority to the Executive Committee, the persons appointed as committee members may be

- a) Directors
- b) elected representatives of members
- c) other persons, or
- d) any combination of the above.

10.06 Members of the Board of Directors and Executive Committee shall receive an honorarium for their service and shall be reimbursed for expenses reasonably incurred in performing their duties on the Board of Directors or Executive Committee.

Article XI - EXECUTIVE COMMITTEE

11.01 The Executive Committee shall consist of the President and the Vice-Presidents.

11.02 A quorum shall consist of three (3) members of the Executive.

11.03 The Executive Committee shall have all the powers of the Board of Directors between meetings of the Board on emergent issues in accordance with such rules as the Board of Directors may adopt provided that the Executive may only recommend

- a) the employment or termination of the Chief Executive Officer of the Association,
- b) the amount of membership fees under clause 15.04, and
- c) borrowing money under clauses 15.07 and 15.08.

11.04 The Executive Committee shall report any action taken under clause 11.03 at the next meeting of the Board.

11.05 The President and Vice-Presidents have the duties and powers commonly assigned to such officers.

Article XII - MEETINGS

12.01 The annual general meeting of the Association shall be held at such time and place as the Board of Directors may determine.

12.02 Written notice of the date of the annual general meeting shall be provided to each member not less than twelve (12) weeks prior to the date of the meeting.

12.03 A special general meeting of the Association may be held at the call of five (5) percent of the Regular Membership or by two-thirds vote of all the Board and written notice shall be provided to each member not less than fourteen (14) days before the date of the meeting.

12.04 A quorum at an annual general meeting or special general meeting shall be representation from twenty-five percent of the Regular Membership in good standing and the quorum shall be determined within fifteen minutes of the posted starting time of the meeting.

12.05 The President or another member of the Board delegated by the President shall chair the annual general meeting and any special general meeting.

12.06 The persons entitled to speak at an annual general meeting or special general meeting are

- a) those elected representatives in attendance whose municipalities are Regular Members of the Association in good standing,
- b) in the event a Regular Member is unable to be represented at the annual general meeting or special general meeting by an elected representative, an official appointed by motion of the Council to represent it, provided that notice of such appointment is submitted in writing to the Chief Executive Officer at least three (3) days prior to the date of the annual general meeting or special general meeting, and
- c) upon a motion from the floor, a representative of an Associate Member.

12.07 Except as otherwise provided in these Bylaws, the Rules of Procedure to be followed at meetings of the Board of Directors, the annual general meeting and any special general meeting shall be those in "Robert's Rules of Order, Newly Revised."

Article XIII - CHIEF EXECUTIVE OFFICER

13.01 The Board shall appoint a Chief Executive Officer to manage the affairs of the Association.

13.02 The Chief Executive Officer is the chief officer of the Association and any of its subsidiaries ensures that the policies and programs of the Association are implemented, and performs the duties and functions and exercises the powers assigned to the Chief Executive Officer by the Board of Directors.

13.03 The Chief Executive Officer may employ any administrative staff required within the expenditure authority included in the Association's budget.

Article XIV - SIGNING AUTHORITY

14.01 After they are approved, the minutes of all Board meetings shall be signed by the Chief Executive Officer.

14.02 The Board of Directors shall designate signing authorities for any financial instrument and the use of the seal.

Article XV - FINANCIAL AFFAIRS

15.01 The fiscal year of the Association shall be the calendar year.

15.02 Before the end of each fiscal year, the Board of Directors shall approve a budget for the next fiscal year which shall include revenues at least sufficient to pay the estimated expenditures.

15.03 The Board of Directors may approve an interim budget for part of the next fiscal year.

15.04 The Board of Directors shall annually determine a method of calculating membership fees which will generate the membership fee revenue projected in the budget.

15.05 If any number of Regular Members agree to undertake a special initiative, the Board of Directors may levy a special fee on those members to raise the required revenue.

15.06 The membership fees in effect on the date that these bylaws are approved are continued until they are changed by the Board of Directors.

15.07 The Board of Directors shall have the power to borrow on behalf of the Association and upon the credit of the Association for operating purposes an amount not in excess of sixty percent (60%) of annual fees or special assessments then levied or assessed by the Association to its membership but not yet collected.

15.08 By a two-thirds majority vote of the Board, the Association may borrow for capital purposes.

15.09 The Association may draw, make, accept, endorse, execute and issue promissory notes, bills of exchange and other negotiable instruments.

15.10 The books and records of the Association shall be available for the inspection by any Regular Member of the Association at the Association's office during normal business hours.

15.11 In the event the Association is wound up or dissolved, all of its remaining assets after payment of its liabilities shall be paid to such registered and incorporated non-profit organization or organizations with purposes similar

to those of the Association as a Majority of the Regular Members determine. In no event shall any Member become entitled to any assets of the Association.

15.12 The Board of Directors shall appoint by resolution an auditor and an audited annual financial statement shall be submitted to each annual general meeting.

15.13 The Association may acquire by gift or purchase and have, possess and enjoy land, tenements, rents, annuities and other property of any kind whatsoever within the Province of Alberta.

15.14 The Association may from time to time sell, alienate, exchange, mortgage, let, lease or otherwise dispose of any part of its real or personal estate.

15.15 Every Director and officer of the Association and their heirs, executors and administrators, respectively, shall from time to time and at all times be indemnified and saved harmless out of the funds of the Association from and against:

- a) all costs, charges, damages and expenses whatsoever which they sustain or incur in or about any action, suit or proceeding which is brought, commenced or prosecuted against them or in respect of any act, omission, deed, matter or thing whatsoever made, done or permitted by them in or about the execution of the duties of their office; and
- b) all other costs, charges, damages and expenses which they sustain or incur in or about in relation to any act, omission, deed, matter or thing whatsoever made, done or permitted by them in or about the execution of the duties of their office;

except such costs, charges, damages and expenses as are occasioned by their own willful act, default or dishonesty.

Article XVI - AMENDMENTS

16.01 The Board of Directors or a Regular Member may propose a special resolution, as required by the Societies Act, R.S.A. 2000, c. S-14, or any amendments thereto, to amend these Bylaws.

16.02 A proposed special resolution may be considered at the annual general meeting or at a special general meeting.

16.03 Written notice of a proposed special resolution shall be provided to each member not less than eight (8) weeks before the meeting at which the special resolution is to be considered.

16.04 An amendment to the Bylaws shall not be made unless a three-quarters (3/4) majority of the votes cast by representatives of Regular Members in good standing present at the meeting vote in favour of the amendment.

16.05 Notwithstanding any other provision of contained in these Bylaws, every Special Resolution to amend these Bylaws shall contain the following preamble:

“WHEREAS the following proposed amendment has been submitted to the Association only after taking into consideration:

- a) the Association’s fundamental and paramount principle of ownership and control of the Association by its Regular Members; and
- b) the Association’s tax exempt status under para. 149(1)(d.5) of the Income Tax Act, Canada as discussed by the Canada Revenue Agency in its letter dated March 14, 2007,

and that the proposed amendment herein will not, by its nature, content or description, compromise, modify, alter, affect or change in any way the fundamental and paramount principle of the Association (the Association being owned and controlled by its Regular Members only) or the Association’s tax exempt status under para. 149(1) (d.5) of the Income Tax Act, Canada as same may be amended from time to time.”

- 16.06** In 2015 and every subsequent year divisible by five (5), the President shall establish a special committee to conduct a general review of the Bylaws of the Association.
- 16.07** In the event any provision of these Bylaws is in any manner determined to be inconsistent with, or in violation of, the fundamental and paramount principle of the Association set forth in Article 2.02 above, then such provision shall be deemed to be void ab initio and of no force and effect, and such provision shall be struck from these Bylaws without further notice or approval by the Regular Members.

AUMA Resolutions Policy

RESOLUTIONS

General

1. The Municipal Governance Committee shall serve as the Resolutions Committee of the Association.
2. The responsibilities of the Committee are to review proposed resolutions for format and content, and assign a category.
3. Resolutions may be submitted for consideration at the annual convention by:
 - (a) a regular member or group of regular members or
 - (b) the Board of Directors.

4. Resolutions shall be in the form:

WHEREAS ...

AND WHEREAS ...

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association (take some action)

Resolution Guidelines

5. Resolutions must meet the following criteria:
 - (a) Each resolution
 - i) must be approved by the council of the sponsoring municipality.
 - ii) should strive to address a topic of concern to municipalities throughout the Province.
 - (b) Resolutions must not direct a municipality to adopt a particular course of action, but must be worded as a request for consideration of the issue.
 - (c) Whereas clauses should clearly and briefly set out the reasons for the resolutions.
6. Each resolution should be accompanied by background information outlining the issue as it relates to the sponsoring municipality, when and how often the resolution has been submitted in the past, and how the resolution is related to AUMA policy. This material will assist the Municipal Governance Committee, and later the convention body, in understanding the issues.
7. The operative clause of the resolution (i.e. the one beginning **NOW THEREFORE BE IT RESOLVED THAT...**)
 - (a) must clearly set out what the resolution is meant to achieve, and
 - (b) state a specific proposal for action.
 - (c) The wording should be straightforward and brief so that the intent of the resolution is clear. Generalization should be avoided.
8. Resolutions are to be in the hands of the Chief Executive Officer no later than May 31 each year, provided that, the Chief Executive Officer may grant an extension of the deadline,
 - (a) if the annual convention is scheduled later than Thanksgiving Day in any year; or,
 - (b) if requested by a member, if the Chief Executive Officer is satisfied that severe weather conditions, a pandemic or other emergency reason, has made it impossible for the member to submit the resolution by the deadline date.

9. The annual call for resolutions may include information on key issues identified in the AUMA strategic or business plan on which the Board wishes to focus and/or information regarding any other matters on which AUMA seeks assistance in the coming year. As well, the annual call for resolutions will remind members that alternatives to convention resolutions available during the year include bringing Requests for Decisions to the appropriate Mayors' Caucus and bringing a matter directly to the attention of the AUMA Board.

Extraordinary Resolutions

10. A resolution arising from the proceedings of the convention or related to a matter of an urgent nature arising after the resolution deadline may be considered an Extraordinary Resolution.
11. A regular member wishing to propose an extraordinary resolution shall present it, together with a rationale as to why it is extraordinary, to the Chief Executive Officer after the first day of the convention. The sponsoring municipality(ies) shall provide 1000 copies of the resolution.
12. The determination whether the proposed resolution meets the criteria of an extraordinary resolution will be made by
- (a) in the case of a proposed extraordinary resolution submitted after the Resolution Deadline but before the final Board meeting prior to the Convention, by the Board on the recommendation of the Municipal Governance Committee,
 - (b) in the case of a proposed extraordinary resolution submitted after the final Board meeting prior to the Convention, by the Executive Committee, in consultation with the Resolutions Session Chair.
13. The AUMA Executive Committee, in consultation with the Municipal Governance Standing Committee chair, will determine whether the proposed resolution meets the criteria of an extraordinary resolution.
14. Criteria for an Extraordinary Resolutions are:
- (a) they deal with an emergent issue of concern to the general membership that has arisen after the resolution deadline;
 - (b) they deal with an emergent issue of concern to the general membership that will be addressed by another order of government BEFORE the next AUMA annual Convention; and
 - (c) they comply with the guidelines for resolutions set out elsewhere in this policy (AP002).
15. A 2/3 majority vote of the assembly is required prior to any Extraordinary Resolution accepted by the Executive Committee being considered by the assembly.
16. No debate on the merits or "urgency" of any Extraordinary Resolution will take place prior to the vote.
17. Extraordinary resolutions accepted for consideration by the assembly shall be presented following debate of the **Targeted Scope** resolutions.

Administrative Review

18. The Chief Executive Officer may return any submitted resolution to the sponsoring municipality to have deficiencies corrected.
19. Deficiencies may include but are not limited to:
 - (a) absence of any indication of the resolution being endorsed by the council of the sponsoring municipality;
 - (b) preliminary clauses which are contradictory to the operative clause or the absence of preliminary clauses;
 - (c) lack of a clear supporting narrative where the rationale of the resolution is unclear.
20. The return by the Chief Executive Officer of any proposed resolution for the correction of any deficiencies will not affect its categorization nor will it make a timely resolution late.

Committee Review

21. The Municipal Governance Committee shall review each proposed resolution and may recommend that the Board refuse to submit to the convention any resolution deemed inappropriate for consideration by the Association.
22. The Municipal Governance Committee will notify the appropriate policy committee of any proposed resolution related to its policy.
23. The Municipal Governance Standing Committee may:
 - (a) amend the grammar or format of the resolution;
 - (b) consolidate resolutions of similar intent or subject matter;
 - (c) provide comments on each resolution with regard to its background;
 - (d) inform the sponsoring municipality where the resolution will materially change or contradict current AUMA policy.
 - (e) recommend to the Board of Directors, that resolutions already adopted and/or forming AUMA policy (see clause 54 of this Policy) NOT be considered at the Convention, and be returned to the sponsor(s) of the resolution(s) with an explanation of the reason for return.
24. When the Committee determines that a proposed resolution is appropriate for submission to the convention, the Committee shall categorize the resolution as:
 - (a) AUMA Strategic/Business Plan Priorities
 - (b) Provincial Scope
 - (c) Targeted Scope
 - (d) Endorsement Requests
 - (e) Non-Municipal Matters
25. The AUMA Strategic/Business Plan Priorities category would address matters related to implementing the AUMA strategic and/or business plans.
26. The Provincial Scope category would have resolutions that address matters of significance to all or most municipalities in the province.
27. The Targeted Scope category would have resolutions that address matters of significance to all or most municipalities located in one area of the Province or municipal members of a similar size.

28. The Endorsement Requests category would address requests of regular Members to endorse positions they are taking without any advocacy action by AUMA.
29. The Non-Municipal Matters category would address matters outside of municipal jurisdiction and therefore not appropriate for presentation to the convention.
30. When the Board has approved the resolutions report (section 31), proposed resolutions assigned to the Non-Municipal Matters category will be returned to the sponsoring member(s) with an explanation of why the resolution will not appear in the Policy and Resolutions Book at the convention.
31. The Committee will prepare a resolutions report which will include all proposed resolutions determined appropriate for submission to the convention including the following information on each resolution:
- (a) Number and Title of Resolution
 - (b) Name of Sponsoring Member(s)
 - (c) Proposed Resolution
 - (d) Resolutions Category
 - (e) Municipal Governance Committee Comment (if any)
32. Resolutions will be presented in the following order:
- (a) AUMA Strategic/Business Plan Priorities
 - (b) Provincial Scope
 - (c) Targeted Scope
 - (d) Endorsement Requests
33. The Committee will recommend to the Board a Policy and Resolutions Book including the resolutions report together with such other information on bylaws, policies and procedures as the Committee may deem appropriate which shall be provided to members at least eight (8) weeks prior to the Convention.

Resolution Session Agenda

34. Prior to the beginning of the first resolution session the Chair will ask for a motion from the floor to adopt the Resolution Session Agenda as presented in the Policy and Resolutions Book.
35. Amendments from the floor to the Resolution Session Agenda will be accepted when duly moved and seconded.
36. No debate on the proposed amendments to the Resolution Session Agenda will occur.
37. A 2/3rds majority of the delegates will be required to change the Resolution Session Agenda.
38. If there are no amendments to the Resolution Session Agenda, resolutions will be debated in the order they are presented in the resolution booklet. No further amendments to the resolution agenda will be accepted.

Considering Resolutions

39. The Board, after consulting with the Municipal Governance Committee Chair, will appoint a Resolution Session Chair.

40. The Session Chair will introduce each proposed resolution by indicating its number, the name of the sponsoring municipality, and then will move the resolution. The Session Chair will then call on the sponsoring or a supporting municipality to second the resolution. If no municipality seconds the resolution, the resolution dies.
41. If the resolutions report includes a comment by the Municipal Governance Committee on the proposed resolution, the Session Chair will then call on a member of the Municipal Governance Committee to give the views of the Municipal Governance Committee (if necessary).
42. The Session Chair will then call for a spokesperson from the sponsoring municipality(ies) to speak to the resolution and open the debate. The spokesperson will be allowed two (2) minutes for the opening.
43. In the case of a proposed new policy position paper, the Session Chair will allow a spokesperson or designate a maximum of five (5) minutes to introduce the new policy position paper and place the resolution on the proposed new policy before the convention and to name the seconder.
44. Following the initial speaker, the Session Chair will then call alternately for persons opposing and supporting the resolution. These speakers will have a two (2) minute time limit and shall not speak more than once on any one question. When no alternate position speaker is available, the Session Chair will declare the end of the debate and the spokesperson will be allowed one (1) minute for the closing of debate.
45. If no one rises to speak in opposition to a proposed resolution, the question will be immediately called.
46. A sponsoring municipality or designate may declare its intent to withdraw a proposed resolution when the resolution is introduced. In this event, the Session Chair shall declare the resolution withdrawn and no further debate or comments will be allowed.
47. Amendments, including "minor amendments" from the floor will be accepted when duly moved and seconded. Amendments, including "minor amendments" must be submitted in writing to the Session Chair prior to the amendment being introduced.
48. The Session Chair will rule whether or not an amendment complies with the intent of the original resolution.
49. Discussion procedures for an amendment shall be the same as for a resolution.
50. The conflict of interest guidelines for council votes, as outlined in the *Municipal Government Act*, shall also apply to convention resolution votes for all delegates. It is incumbent upon each delegate to ensure adherence to this rule.
51. Voting may be by
 - (a) a show of delegate accreditation cards, or
 - (b) electronic means.
52. As long as there is a quorum present (as provided in the Bylaws a quorum is comprised of representatives of twenty-five percent [25%] of the Regular Members) the final resolution session shall not be closed until all resolutions listed in the agenda are debated and voted upon, or the allotted time for the session has expired unless the majority of delegates present vote to extend the allotted time.
53. Resolutions which are not debated at a convention resolutions session because of insufficient time or lack of quorum, will be considered by the Municipal Governance Committee, with its recommendations, to a meeting of the Board of Directors following the convention.

54. Resolutions passed by the membership shall not be amended or modified by the Municipal Governance Standing Committee or the Board of Directors.
55. Carried resolutions will be referred to the relevant Standing Committee which will
- (a) develop policy statements and make a recommendation to the Board, or
 - (b) in the event that the committee determines that the background information of WHEREAS clauses are materially incorrect or misleading, may recommend to the Board that a resolution be returned to the sponsoring municipality(ies) with an explanation of the reasons for returning it.

Carried Resolutions

56. Carried resolutions will be referred to the relevant Standing Committee which will develop policy statements and make recommendations to the Board.
57. When the policy statements are approved by the Board, each statement will be sent to the relevant Minister(s).
58. The Chief Executive Officer will collect all advocacy responses and prepare a status of resolutions inventory on the AUMA website. The status of resolutions inventory will include the responses and an indication of what (if any) follow up action AUMA will take with regards to any resolution for which the advocacy was not successful.
59. Resolutions have an active life of three (3) years, then are deemed inactive.

2016 Policy and Resolutions book

Category Strategic/Business Plan Scope

AUMA Resolutions Policy:

The **Strategic/Business Plan Scope** category contains matters related to implementing the AUMA strategic and/or business plans.

1 resolution is recommended under this category

2016 Submission on MGA Amendments

Convention Policy Paper



WE ARE
economies
OF SCALE



WE ARE THE
support
YOU NEED

WE ARE THE
experts
IN MUNICIPALITIES

WE ARE YOUR
advocate

AUMA Resolution 2016.A1

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Introduction

This resolution and policy paper reflects the submission that AUMA made to Municipal Affairs by the July 30, 2016 deadline on required changes to the proposed Municipal Government Act (MGA) amendments that were introduced in May 2016 through Bill 21 – the Modernized Municipal Government Act, as well as previous amendments passed in March 2015 through Bill 20 – the Municipal Government Amendment Act. As this submission could not wait until it could be formally adopted as a 2016 Convention resolution, AUMA made every effort before the province’s deadline to solicit input from our member municipalities to inform this policy paper on the required changes to the MGA. Input opportunities for members included educational webinars, focus groups at the June Mayors’ Caucuses, and an MGA survey. As well, AUMA reviewed individual members’ submissions to the province and listened to the issues that members raised at the public consultation sessions hosted by Municipal Affairs in June and July. Our resulting submission, as outlined in this policy paper, was approved by the AUMA Board in late July and sent to our members on July 30.

Approval of this policy paper through a resolution is important to formally endorse AUMA’s requested changes to the MGA. The resolution demonstrates to the province that AUMA’s membership views the changes to the MGA amendments as being imperative for effective governance and planning.

AUMA obtained AAMDC’s support for many of the required MGA changes outlined in this policy paper so that we could have a strong and united position with the province and provide a compelling rationale for change.

Municipal Affairs will use the submissions from AUMA, other municipal entities and stakeholders to determine what changes, if any, it will make to the MGA amendments. The final amendments will be reintroduced in fall 2016. Municipal Affairs has committed to complete the associated MGA regulations before the 2017 municipal election. These regulations are particularly important since much of the details of the MGA will be in the regulations rather than the Act. As well, Municipal Affairs plans to develop the city charters in 2017.

Governance

1. Provincial- Municipal Relationship (Preamble)

A preamble describes the role of municipalities in relation to the province:

WHEREAS Alberta's municipalities, governed by democratically elected officials, are established by the Province, and are empowered to provide responsible and accountable local governance in order to create and sustain safe and viable communities;

WHEREAS Alberta's municipalities play an important role in Alberta's economic, environmental and social prosperity today and in the future;

WHEREAS the Government of Alberta recognizes the importance of working together with Alberta's municipalities in a spirit of partnership to co-operatively and collaboratively advance the interests of Albertans generally; and

WHEREAS the Government of Alberta recognizes that Alberta's municipalities have varying interests and capacity levels that require flexible approaches to support local, intermunicipal and regional needs;

Position: AUMA supports the inclusion of a preamble in the MGA and believes it is a strong recognition of the role municipalities play in Alberta.

Rationale: The inclusion of a preamble that illustrates our partnership is a positive step in building a collaborative relationship between the Government of Alberta and municipalities. However, in order to be meaningful, the principles in the preamble must be acted upon by the province in their day-to-day interactions with municipalities. See item A in the Other Policy Recommendations section.

2. Provincial Oversight via Ombudsman

The Alberta Ombudsman is expanded to include municipalities and to respond to complaints about municipalities.

Note: Municipal Affairs has stated that the Ombudsman's review pertains to matters of administrative fairness/process and not the quality of Council decisions.

Position: AUMA does not support the expanded oversight of the Alberta Ombudsman as the existing mechanisms of inspections, inquiries, appeal boards and the court system should be more than adequate if properly used. Subjecting municipal decision-making and administrative processes to the oversight of the Ombudsman could compromise municipal autonomy.

If the province will not remove this requirement, AUMA is seeking the following changes:

- Include additional parameters in a Ministerial Guideline on what is in and out of scope regarding an issue of administrative fairness.
- Include a 3-year review of these provisions as a trial period.
- Require annual reporting to the public on:

- all matters brought forward to the Ombudsman (including complaints that were not investigated and those where no recommendations were made);
- the additional costs to the Province and estimated costs to municipalities for the Ombudsman's investigations of municipal matters; and
- how many of the Ombudsman's investigations led to a new recommendation.
- Require the Ombudsman to notify the affected municipality and CAO in the event of all complaints (even those not investigated).
- Require the complainant to attempt to work with the municipality to resolve the complaint before an investigation begins.
- Exempt the Public Participation Regulation and the new Duty of a Councillor (Section 153 (a.1)) from complaints or oversight by the Ombudsman, along with Code of Conduct matters.
- Provide clear direction to municipalities about how to identify when councils may have no choice but to operate outside of existing municipal policies to deal with unexpected or unique municipal issues.

Rationale: It will be challenging for the public to differentiate between an issue of procedural fairness and the actual decision/action by council. Those unhappy with a council's decision may try to use the Ombudsman to overturn or delay the implementation of that decision. Clear direction on the scope of allowable complaints will be essential, along with some processes to ensure communication with municipalities and the public.

Additionally, even if the municipality is found not at fault, the launching of an investigation by the Ombudsman could erode public trust in an elected council. Allowing municipalities an opportunity to respond to complaints and provide documentation before they are formally reviewed by the Ombudsman would allow municipalities to resolve complaints that are easily addressed (e.g. issues were not brought to the attention of the appropriate person, were not understood or explained correctly, etc.). This would lessen the number of investigations required by the Ombudsman's office.

Procedural fairness will be challenging to determine in those areas that are subjective, and those areas should be excluded (e.g. Public Participation Regulation and the new duty of a councillor, especially in Intermunicipal Collaboration Framework (ICF) discussions).

Setting a mandatory review period for a cost/benefit analysis will be important to make sure that the Ombudsman is adding value. Further, the Minister should have final approval over any corrective action.

3. Municipally Controlled Corporations

Municipalities will be allowed to establish municipally controlled for-profit corporations without specific permission.

Position: AUMA supports the amendments with respect to municipally controlled corporations and is seeking the following changes:

- Expand to encompass corporations owned by multiple municipalities and not just corporations owned by a single municipality.
- Allow new and existing Regional Services Commissions to have the same ability to form and to be amended without requiring permission from the Minister.

- Amend section 75.4(2)(c)(4) to allow controlled corporations to provide utility services outside of Alberta without Ministerial approval.

Rationale: This is a positive change as it allows greater local autonomy in the formation of municipally controlled corporations. It streamlines the process and provides greater flexibility and less onerous requirements for the creation and acquisition of for-profit corporations. Given the trend towards intermunicipal collaboration and regional service delivery and the benefits that can be derived by increasing economies of scale through a regional approach, it is important that the Act recognize ownership by multiple municipalities.

4. Elected Official Training

Municipalities will be required to offer orientation training to elected officials following each municipal election and by-election.

Position: AUMA supports the amendments that require the offering of training for municipal councillors following elections and by-elections and is seeking the following additional requirements:

- The MGA should specify that all elected officials must complete the offered training within 90 days.
- The MGA should specify sanctions if training is not completed within the required time.
- The Local Authorities Election Act (LAEA) should be amended to also require mandatory orientation be completed before a candidate can file a nomination form. As well, the form should have an acknowledgment that the candidate has read and understood the council code of conduct.

Rationale: Training for elected officials is an important step to improve governance within municipalities and clarify roles and responsibilities. Ideally, this training will be a preventative and proactive step to avoid conflicts and ensure councillors are well prepared for the decisions before them.

However, the requirement to provide training is meaningless unless there is a corresponding requirement for the elected official to take it. Telling municipalities that they can make attendance a requirement through their code of conduct bylaw is insufficient as it will lead to inconsistent practices across the province. As well, it enables council to oppose this training by not including it as a requirement in their bylaws. Since there is a greater need for intermunicipal relationships and planning, it is very important that all elected officials have the same baseline of knowledge. Similar to the code of conduct amendment last year, the Act can set out some sanctions while recognizing that the elected official cannot be removed from office.

As it is also important to ensure a basic level of understanding of municipal council roles and responsibilities before a candidate files nomination papers, there is an additional suggestion to modify the LAEA accordingly.

5. Impartiality of Appeal Boards

Municipal councillors will be prohibited from forming the majority of any MGA-referenced municipal appeal board or individual hearing panel.

Position: AUMA supports the amendments to membership of MGA-referenced appeal boards and is seeking the following changes:

- Amend 454.11(2)(b) to allow for the majority of members of a hearing panel to be councillors outside of the formalized regional appeal board, provided that this majority is a result of the inclusion of councillors from other municipalities; and
- Allow exemptions to be made available for other unique circumstances where board recruitment efforts have been exhausted.

Rationale: As municipalities may have recruitment challenges for their boards, flexibility should be afforded to bringing in additional councillors from other municipalities to sit on boards, even if not a formalized regional appeal board.

There should also be a provision that exempts a municipality if they cannot find replacements, to be allowed to have a council majority or allow the Municipal Government Board (MGB) to take over that role. This will reduce pressure in regions where there are limited participants for appeal boards or where developing a formalized regional appeal panel is not feasible.

6. Municipal Sustainability and Viability

No changes were made to provision of statutory grants or provincial revenue sharing.

Position: AUMA is seeking a change to the MGA that explicitly states that there will be predictable, long-term funding so that sufficient resources are available for municipalities to carry out their core responsibilities and be sustainable and viable.

In addition, AUMA recommends that the funding sources should be legislated and indexed, similar to how the federal Gas Tax Fund operates so that funding cannot change year to year and is predictable and keeps pace with growth.

Rationale: As provincial grant programs change from year to year without notice, municipalities cannot be assured that the province will meet its commitments to provide funding.

It is inappropriate for the province to require municipalities to create long term financial plans (i.e. three year operating and five year capital) when municipal revenue sources can fluctuate widely from year to year depending on last minute changes relating to provincial grants or the downloading of a provincial responsibility to municipalities. These challenges are further complicated by the new ICF requirements where municipalities must enter into long term funding agreements for infrastructure and services without knowing what their ability to fund will be.

As municipalities cannot have a deficit operating budget, they must be assured of their revenue streams so that their expenditures are managed accordingly.

7. Growth Management Boards (GMBs)

Growth Management Boards for the Edmonton and Calgary regions will be required, with an expanded mandate to address land use planning, and the planning, delivery, and funding of regional services.

Other areas outside of the Capital Region Board (CRB) and Calgary Regional Partnership (CRP) will be enabled to come together with voluntary growth management boards, under approval from the Lieutenant Governor in Council. Growth management boards will need to develop their own dispute resolution process. Areas within a growth management board will not need to complete an Intermunicipal Collaboration Framework (see issue #8 below).

The regulations will provide more details as to who will be on the Boards, and what services will be included (i.e. the scope of the mandate).

Position: AUMA supports the amendments to require GMBs and expand their scope and is seeking the following amendments:

- Increase consistency in approach between GMBs and ICFs in terms of types of services allowed (see 8b).
- Upon coming into force, require a review of all existing IDPs between members within a GMB so that IDPs do not create issues within the GMB. Allow the GMB to repeal sections of members' IDPs (or IDPs with members and bordering municipalities outside the GMB) where the IDP conflicts with or causes issues at the regional level.
- In 708.3, clarify that GMB members do not need an Intermunicipal Development Plan (IDP).
- Clarify that GMBs take precedence over IDPs in annexation decisions.

Rationale: Within the GMB, there could be some confusion and misalignment if municipalities have individual IDPs between them. Even though the GMB agreement supersedes an IDP, the IDPs would not be agreed to by all members. Therefore the MGA needs to consider/account for IDPs in GMBs that provide additional details that are not approved by the GMB but could impact the other members.

If the change above were to be made, then there needs to be a document other than an IDP that could be used by the Municipal Government Board in determining annexations.

8. Intermunicipal Collaboration - General

All municipalities outside of the growth management board areas must adopt an Intermunicipal Collaboration Framework (ICF) within 3 years.

Position: AUMA supports regional collaboration between municipal neighbours and requests that the MGA specifically state the following requirements:

- Municipalities should work collaboratively and make decisions on the planning, funding and delivery of shared services and infrastructure.
- Municipalities should be required to act in good faith in the negotiation of ICFs and IDPs.
- Municipalities should be required to complete an ICF within two years, with an additional year for arbitration.

Rationale: Mandatory collaboration agreements will move towards positive regional outcomes and a fair and systematic method of sharing costs for commonly used infrastructure and services amongst municipalities.

There are concerns that the current timelines for the development of ICFs and IDPs will incentivize some municipalities to delay or stall negotiations. This would be to intentionally trigger arbitration in the hope that the arbitrator will provide a favourable agreement that would not have otherwise been reached in negotiations. As such, municipalities should be required to act in good faith in these negotiations.

8a. Intermunicipal Collaboration - Boundaries

The following provisions relating to boundaries will apply for ICFs:

- *ICFs will only need to be created between municipalities that share boundaries. ICFs will not be required for non-adjacent municipalities that share services.*
- *ICFs will not apply to First Nations' lands. The ability to develop agreements will be provided, but it will not be a requirement.*

Position: AUMA is seeking the following amendments regarding boundaries:

- Amend Section 708.28(2) so that municipalities must be party to an ICF agreement where they share services and infrastructure.
- Specify that ICFs are mandatory for a shared service area (rather than only within the context of municipalities that share a boundary), unless all parties in an area determine that they would prefer to do individual ICFs.

Rationale: Broadening the scope of municipalities required to participate will ensure that the full extent of shared services is encompassed so that the ICFs are based on who uses the infrastructure and service and not who provides it.

Collaborative ICFs for a region may not occur voluntarily, as there is little incentive for municipalities within a region to have a larger ICF with the urban municipality that is the primary service provider. The Bill 21 provisions could create a scenario where the county and the villages develop a joint ICF, and the city has an ICF with the county, but this would not guarantee an equitable and efficient distribution across the whole area that uses and benefits from the urban services.

8b. Intermunicipal Collaboration - Services

Mandatory intermunicipal mechanisms will be implemented for regional land-use planning needs, and for the planning, delivery, and funding of regional services.

- *The purpose of ICFs (as set out in 708.27) includes:*
 - (a) to provide for the integrated and strategic planning, delivery and funding of intermunicipal services,*
 - (b) to steward scarce resources efficiently in providing local services, and*
 - (c) to ensure municipalities contribute funding to services that benefit their residents.*

- *The ICF must list the services being provided by each municipality, the services being shared on an intermunicipal basis by the municipalities, and the services in each municipality that are being provided by third parties by agreement with the municipality.*
- *The ICF may contain provisions for the purposes of developing infrastructure for the common benefit of residents of the municipalities.*

Position: AUMA is seeking the following amendments regarding services:

- Expand the scope in section 708.27, 708.28, 708.29, 708.29(2) to specify that ALL services AND infrastructure that provide benefits to residents in other municipalities are required to be considered as part of the ICF.
- The purpose of ICFs from 708.27 needs to cascade into the implementation and contents of ICFs (708.28, 708.29), which currently only references provision of service, not benefit of service.
- Provide definitions for:
 - intermunicipal infrastructure (631(b)(a)(iv));
 - intermunicipal infrastructure and intermunicipal programs part of IDPs 631(b)(a)(iv-v);
 - regional services in GMBs (708.02(2)(j)); and
 - intermunicipal services (708.27(a)) (should be consistent with regional services above).
- Increase consistency in approach between GMBs and ICFs in terms of types of services allowed (see 8b).
- As part of services and infrastructure, explicitly include full lifecycle costs, including operating and capital, interest payments for existing and new services and infrastructure (708.29(1)(b)(i-iii)).
- Services and infrastructure should also include economic development, as well as properties exempt under the Community Organization Property Tax Exemption Regulation (COPTER).
- The concept of being compensated for the benefit provided needs to be consistent throughout, so that municipalities share funds based on all services and infrastructure that provide benefit to their residents, rather than simply the go-forward costs of providing a service.
- Consideration should also be given to those structures that provide an intertie – e.g. a road or bus service that was developed to help facilitate people going to swimming pools, playgrounds, hospitals, etc.

Rationale: As GMBs include services such as affordable housing, economic development, and other shared services, ICFs should include those services that are within GMBs. This will allow for consistent approaches if ICF regions choose to become GMBs in the future.

8c. Intermunicipal Collaboration - Methodology

Each ICF will have its own agreement regarding shared services. The ICF must be reviewed at least every five years after the framework is created. If municipalities do not agree that the ICF continues to serve the interests of the municipalities, the municipalities must create a replacement ICF that involves the same initial process and use of an arbitrator.

Position: AUMA supports the requirement for ICFs and is seeking the following amendments regarding methodology of ICFs:

- Consider using formulas or consistent processes to determine how to cost-share services and infrastructure (e.g. how lifecycle costs are calculated).
- Non-legislative templates and tools should be provided by Municipal Affairs to offer some guidance.
- Outline a shared governance structure for cost-shared services and infrastructure, whereby municipalities that contribute above a certain threshold have some decision-making authority about the services and infrastructure.

Rationale: Because there are no processes and each ICF is unique, there may be reluctance to enter into the “first” ICF in a region, as this will set the tone for the cost-sharing for the remaining ICFs (to obtain the ‘same deal or better’.) As it may be difficult to calculate the benefit of a particular service or infrastructure, additional processes, methodologies, and formulas may be helpful to increase consistency and to assist in calculating benefits more consistently when cost-sharing within ICFs.

For example, the Principles and Criteria for Off-Site Levies Regulation outlines the process for off-site levy costs, and perhaps these types of processes could be utilized more broadly to streamline the ICF development.

The five-year ICF review period is appropriate as it enables long-term agreements that will support municipalities in completing their required three year operating and five year capital plans, while providing a window of discussion to identify key changes that impact future years.

8d. Intermunicipal Collaboration - Arbitration

The following provisions relating to arbitration will apply for ICFs:

- *If an ICF cannot be agreed to by the end of year two, another year will be allowed for resolution through third party arbitration (with an option to use mediation).*
- *The arbitrator can be chosen by municipalities, or if they cannot agree, the Minister will appoint one.*
- *The arbitration costs must be paid by the municipalities.*
- *There must be a clause in the ICF that sets out the arbitration process for issues that arise within the life of the agreement. This process will be up to municipalities to agree upon and will not be prescribed by the province.*
- *If one party wants to terminate, or if there is a problem at the time of the five-year review and renewal, it will go to third party arbitration.*

Position: AUMA supports regional collaboration between municipal neighbours and requests that the MGA specifically state that arbitration is binding for the five-year period as specified by the legislation, unless both parties want to open it up before those five years.

In addition, AUMA recommends the following amendments:

- Include a provision that allows arbitrators to consider impacted municipalities’ collective ability to pay in the development of the ICF.
- Arbitration should be carried out by a panel of arbitrators so that appropriate skillsets and understanding of municipal issues and the legislation are brought into the decision.

Rationale: The mandatory arbitration process will solve existing problems where some municipalities refuse to discuss agreements or where there is no sound rationale for how common services and infrastructure were defined and their associated costs apportioned to municipalities.

Further, binding arbitration is required so that decisions are made in a timely manner, and municipalities are motivated to participate fully. Conventional interest arbitration where the arbitrator uses all information available and determines a unique solution is preferable to pendulum arbitration where the arbitrator chooses one of the presented frameworks.

As there are concerns that very few arbitrators are equipped with the skills and knowledge of arbitration, municipal legislation, and the workings of a municipality, it is recommended that the province allow for a panel to arbitrate the ICFs.

Currently, information that can be considered by arbitrators may be limited to the situation. This could potentially lead arbitrators to ignore the parties' ability to pay when making a decision on an ICF. As ICF decisions may result in significant changes regarding the funding of services and infrastructure, the ability to pay needs to be explicitly included as relevant information for arbitration decisions.

Planning and Development

9. Inclusionary Housing

The new legislation will enable inclusionary housing as an optional matter within municipal land use bylaws.

Position: AUMA supports the amendments to improve inclusionary housing and is seeking the following changes:

- Define "affordable housing".
- Developers and the province should contribute towards the offsets and the cost of affordable housing.

Rationale: Additional clarification is required to properly define "affordable housing" as this may vary among municipalities.

As affordable housing is a provincial responsibility, the costs should not be downloaded on municipalities and should instead be borne by the province and the developers who are earning profits.

It will be important for the regulations to outline how the required offsets for developers will be determined so that the possible benefits derived from this tool can better enable the provision of affordable housing in municipalities.

10. Municipal Development Plans

All municipalities, regardless of population size, will be required to create a Municipal Development Plan (MDP). The amendments introduced in Bill 21 would require municipalities to adopt an MDP within three years.

Position: AUMA supports the requirement for all municipalities to have an MDP and is seeking the following changes:

- Municipalities should have up to five years to complete their MDP.
- The province should fund AAMDC and AUMA in developing additional resources and templates to assist those municipalities with capacity challenges.

Rationale: Although it is important for all municipalities to develop MDPs to ensure that there is a long term and transparent approach to land development, this requirement will challenge many small municipalities who do not currently have an MDP. The three-year requirement is not feasible as small municipalities do not have the capacity to develop IDs and ICFs at the same time as they are preparing an MDP. Also, staging the plans will allow collaborative discussions to occur and appropriate alignment within the hierarchy of plans.

Templates and resources should be developed and coordinated through the municipal associations and made available to municipalities to assist with this requirement.

11. Incenting Brownfield Development (Tax Tools)

Municipalities will be allowed to provide conditional multi-year property tax cancellations, deferrals, or reductions for multiple years to identify and promote redevelopment of brownfield properties.

Position: AUMA supports the amendments that allow for tax cancellations, deferrals or reductions to incent brownfield redevelopment and is seeking a change to have the province forego collection of education taxes on these properties.

Rationale: This provision allows municipalities to incent the redevelopment of brownfield properties through reducing the property taxes as a reward for remedial action. Municipalities should not have to bear the cost of education taxes when these incentives are put in place as ultimately both the municipal and provincial governments benefit from the redevelopment in the long term.

See item #17 for other tax options to incent remedial action. As well, the province should take action on the recommendations put forward by the Alberta Brownfields Redevelopment Working Group such as improving the remediation certificate program to help overcome barriers to redevelopment posed by liability concerns.

12. Reserves

12a. Conservation Reserve

Conservation Reserve (CR) is a newly created type of dedicated reserve for municipalities to use as they choose in order to protect sensitive or high-value ecological areas (e.g., tree stands, wildlife habitats and wetlands), provided that municipalities provide appropriate compensation to the landowner. CR is treated the same way as an Environmental Reserve in that it will be subtracted from the total land base before the formula for Municipal Reserves (MR) is applied.

Position: AUMA supports the creation of the conservation reserves as a voluntary tool for municipalities if the following changes are made:

- Specify that lands identified as CR are included and are not subtracted out of the total land base used for the purposes of calculating MR.
- Specify that municipalities have the ability to utilize land use bylaws to reach environmental and conservation outcomes.
- Include a provision for removing the CR designation or converting it to another use if the land is no longer ecologically significant (as is done for MR).
- Include a provision that lands identified as CR in a Statutory Plan be kept in a natural state prior to being provided to the municipality.
- Provide enforcement powers to municipalities to ensure that lands are being held in line with the intention of the designation.
- Specify that compensation should be required at subdivision and that the manner of calculating compensation should be clearly outlined.
- Provide an efficient dispute resolution mechanism to resolve any disagreement between the municipal planning authority and the developer with respect to the reserve boundaries.
- Define/clarify the term “natural state”.
- Clarify processes/requirements when CR is transferred following an annexation.

Rationale: AUMA supports the concept of conservation reserves as an important voluntary tool for municipalities to protect nature through the land development process. However, the province, rather than the municipality, should be responsible for compensation since the environmental protection of ecologically sensitive areas is a provincial issue.

The reference to municipal land use bylaws will clarify that municipalities can continue to utilize their bylaws to reach their environmental and conservation goals. The other points of clarification are beneficial in ensuring consistency and avoiding disputes. Without monitoring and enforcement of the lands designated as CR, it is possible that lands could be damaged or used for purposes outside of their intended scope.

12b. Environmental Reserves and Body of Water

Definition and purpose of Environmental Reserve (ER) clarified as land unsuitable for development, with some additional clarification provided on the definition of a “body of water”. Municipalities will be able to determine ER earlier in the planning process.

Position: AUMA supports the definitions and purpose of Environmental Reserves (ER) and is seeking the following changes:

- Provide a broader definition of environmental reserves to protect significant lands that have a provincial benefit.
- Provide for the ability to protect some lands from development (e.g. setbacks from a stream) without compensating for them.
- Harmonize the definition of body of water in the MGA with the Alberta Wetland Policy and other legislation and policies.
- Clarify jurisdiction on lands, such as beds and shores, adjacent to bodies of water.

Rationale: The more restrictive definition of environmental reserve could create a gap for municipalities to conserve environmentally significant features (that were formerly considered as part of environmental reserve) when they do not have the funds to pay for those lands as a conservation reserve. For example, it is unclear as to whether municipalities would be able to use Environmental Reserve provisions to protect the riparian areas surrounding wetlands, which are necessary to maintain the health of these important ecosystems.

The harmonization of terminology and definitions across the province's policies and acts is required in order to ensure consistency for municipalities. For example, without this harmonization, the term "wetlands" is not included in the definition of body of water and therefore does not align with the Alberta Wetland Policy.

Jurisdictional clarifications are required since the province owns most of the beds and shores of all naturally occurring lakes, rivers and streams and of all permanent and naturally occurring bodies of water.

12c. Municipal and School Reserves

There were no changes to municipal reserve or school reserves.

Position: AUMA is seeking the following MGA amendments to expand the range of allowable uses and reflect how municipal and school reserves should be administered:

- Enable municipalities to take up to 15 per cent reserve or provide for the option of cash-in-lieu.
- Mandate joint use agreements and articulate criteria to ensure these agreements: define a process for acquiring land for future schools, define standards for school sites, articulate responsibilities for site development and maintenance, contain stipulations regarding joint use of facilities and playing fields, articulate a process for dispute resolution, and contain a mechanism for regular review.
- Provide municipalities with the ability to rededicate reserve lands in instances of significant redevelopment. Replace multiple reserve designations with a single, flexible designation with a range of uses (e.g., schools, parks, daycares, affordable housing, etc.) that can be adapted to meet local needs.

Rationale: For municipal reserves to be effective tools, municipalities should be enabled to determine appropriate uses in order to best meet the community's needs and increase flexibility in the use of those lands. This should include public use and public-private partnership use that is complementary to public use and aligns with 'municipal purposes' as identified by a municipal council.

Although joint use agreements for school reserves are mentioned in the current MGA, they are not mandated. Consideration should be given to mandating these agreements to ensure greater coordination and collaboration between municipalities and school boards.

It is disappointing that the province did not make any amendments since consensus on several key changes had been reached through the MGA Review municipal-business working group in 2015. In addition, the report that went to the Minister of Education in 2014 provided issues and solutions which have gone unaddressed. AUMA urges the Minister of Municipal Affairs and the Minister of Education to meet jointly with municipal associations and the Alberta School Board Association as soon as possible so amendments can be made this fall.

13. Transparency of Non-Statutory Planning Documents

Municipalities will be required to increase transparency around planning documentation, including the publishing all non-statutory planning documents and providing a description of how they relate to one another and to the municipality's statutory plans.

Position: AUMA supports a clear hierarchy of plans that is logical and provides clarity, and is seeking the following changes:

- Clarify scope of “non-statutory policies” (i.e. planning documents, transportation documents, visioning documents etc.).
- Clarify 638.2(2)(c), as it is unclear what kind of information is required in summarizing how the policies relate to one another.

Rationale: AUMA supports municipal transparency and strategic land use planning. It will be beneficial for municipalities to have an updated inventory of all their plans (statutory and non-statutory) that outlines how they fit together.

With respect to the hierarchy of planning, there is concern that in areas where the Alberta Land Stewardship Act (ALSA) plans have not yet been completed, municipalities may have to revise their MDPs and other plans after completion and implementation to align with ALSA plans when they are completed. This will consume additional costs and time.

14. Decision-Making Timelines for Development Permits

Municipalities will have additional time to review an application to ensure all the necessary documentation has been submitted and for applicants to provide supplemental documents to complete their application for development.

Cities or specialized municipalities will be able to create bylaws to set their own timelines for when an application must be complete, and when an application decision must be made.

This provision allows all municipalities to have an additional 20 days to determine completeness of subdivision and development applications. Existing decision-making timelines for most municipalities will be

maintained; however, cities and specified specialized municipalities (those with large urban centres) will have the option to adopt their own decision timelines by way of bylaw.

Position: AUMA generally supports these changes to the application review and decision making timelines, but requests that the allowance for municipalities to determine their own timelines be based on a population measure (e.g. 15,000) rather than restricting this ability to only cities and specialized municipalities.

Rationale: Additional flexibility in enforcing appropriate documentation will help prevent processing backlogs.

Allowing for additional time to determine whether an application is complete is a valuable amendment to the development review process as in the past, many complex development proposals were not able to be reviewed in the allotted time and extensions are commonly needed.

However, other types of municipalities such as large towns and districts or counties are also experiencing rapid growth and have an appropriate level of knowledge and sophistication to adopt their own decision timelines. Accordingly, they should be given the same flexibility as cities and specialized municipalities.

15. Land Use Policies

Current MGA land use policies will continue to be phased out of force as new regional plans under the ALSA come into force and the Minister will have authority, through regulation, to create land use policies for municipal planning matters that are not included in a regional plan under the ALSA.

Note: This appears to be a continuation of existing provisions that were changed by ALSA. The province has indicated that any regulation subsequently developed under the Minister's new authority would be developed in consultation with stakeholders.

Position: AUMA supports the general direction outlined in Bill 21 with regard to regional ALSA plans, and is seeking a further change to specify that any legislation, regulation or policy developed under this authority shall be made in consultation with municipalities.

Rationale: Municipalities need to have assurances that they will be engaged and able to participate in determining land use plans that include their municipalities.

Assessment and Taxation

16. Linking Residential and Non-Residential Tax Rates

The MGA will be amended to establish a ratio of 5:1 between residential and non-residential property tax rates. Municipalities with ratios that exceed the 5:1 maximum ratio will be grandfathered indefinitely, and will only be allowed to increase the non-residential tax rates if they increase the residential tax rates by the same percentage.

Position: AUMA requests that this linkage between residential and non-residential tax rates be removed. If the province will not remove this amendment, then AUMA requests the following revisions:

- Exempt urban municipalities from this requirement.
- Remove or transition the grandfathering clauses within five years.
- Allow for some subclasses to be excluded from the 5:1 linkage (e.g. brownfields, affordable housing and vacant non-residential property).
- Amend the regulated assessment rates.

Rationale: There should not be a legislated link between residential and non-residential tax rates as municipalities need the flexibility to set tax rates according to local needs and service levels. The province should not have any input into the ratio, just as the federal government does not tell the province what to do.

Urban municipalities should be exempt from this 5:1 linkage as only about 15 rural and specialized municipalities have created any concerns. The urban municipalities that fall above the range are still within a reasonable range for business taxes. This is why urban municipalities were not bound by the same linkage restrictions pre-1995.

The indefinite nature of the grandfathering of this requirement is not appropriate as it will create an imbalance between municipalities.

An alternate solution is to modernize the outdated regulated assessments so the market based assessments become de-linked from regulated assessments (e.g. farmland assessment).

17. Splitting the Non-Residential Property Class

The MGA will allow the non-residential class to be split into subclasses other than vacant or improved so that they may be taxed at different rates as defined in a regulation providing that the highest non-residential rate is not more than 5:1 of lowest tax rate.

Position: AUMA generally agrees with the ability for municipalities to split the non-residential mill rate and is seeking the following changes:

- Base subclasses on such considerations as type of development and cost of servicing, with the number of subclasses and types to be determined by municipalities.
- Allow for some subclasses to be excluded from the 5:1 linkage (e.g. brownfields, affordable housing and vacant non-residential property).
- Ensure that the regulation does not inadvertently determine categories by ownership.
- Ensure there is no linkage between highest and lowest residential tax rates and no linkage between lowest and highest non-residential tax rates.
- Ensure that the rules guiding the subclasses are flexible and adaptable to a range of municipal needs.
- Enable municipalities to determine the number of subclasses and how the subclasses operate.

Rationale: Splitting the non-residential property class provides an additional tool to municipalities to promote economic development and ensure that the tax rates placed on businesses are proportional to the impacts that they have on municipal infrastructure, services and planning.

18. Centralization of Industrial Assessment

Assessment of all designated industrial property will be centralized within Municipal Affairs over a three year period, using an annual assessment condition date of October 21. Industrial properties include linear properties, all rail (main lines and spur lines), electric power generation, and major plants (including lands, building and structures, and machinery and equipment (M&E) relating to major plants). It will not include light industrial warehouses or facilities that could be converted to another application. The associated assessment costs will be recovered from property owners. Supplementary assessment on linear properties will be allowed. Appeals will be heard by the Municipal Government Board.

Position: AUMA supports the move to centralization of industrial assessment and is seeking the following amendments:

- Require the provincial assessor to share valuation details and other relevant information with the municipal assessor/ municipality to ensure transparency.
- Require updates to regulated assessment rates annually.
- Create a third party audit function so that the province is not auditing its own assessment.
- Enable municipalities to participate in any assessment appeals for assessments provided by the provincial assessor.

Rationale: The centralization of industrial assessment within Municipal Affairs provides additional consistency. However, it also means that the same body will develop policies and implement them. This has the potential to allow special interest groups to lobby the government for changes that could impact assessments. The province needs to ensure a transparent assessment process and carry out regular audits so that special interest groups are not able to have undue influence on whether or not a property should be assessed (e.g. linear) or the value of the assessment of an industrial property.

Further, as additional properties (e.g. land at a well) will be assessed as regulated assessment rather than market value, the province will need to update rates at least once a year so that properties are assessed at appropriate rates.

19. Assessment of Farm Buildings

As all farm buildings will be exempt from assessment, buildings in urban areas (e.g. greenhouses) will not be charged municipal property tax or education property tax.

Note: Farm buildings include any improvement other than a residence that is used for farming operations (the raising, production and sale of agricultural products). Further work is underway to determine how intensive agricultural operations may be taxed.

Position: AUMA does not support exempting the assessment for all farm buildings since many of these facilities are essentially commercial operations. If the province will not reconsider this position, then AUMA requests the following changes:

- Provide a separate classification for some classes of agriculture facilities (e.g. marijuana grow operations, greenhouses, hemp industry, intensive agriculture operations) so that they can be assessed and appropriately taxed.

- Allow new provisions to separate out greenhouse components of horticultural and commercial space so that the commercial space can be taxed appropriately.

Rationale: Municipalities should have the ability to assess and tax all properties within their boundaries.

All property should be assessed on the basis of market value principles. Tax exemptions can then be provided with full awareness of the financial benefit of the exemption to the property owner. These exemptions should be periodically reviewed to determine that they are still appropriate.

Many facilities that are currently classified as farm buildings are really commercial enterprises and should be taxed to reflect that they consume municipal services (e.g. roads, sewer, water, policing, fire). Without these changes, those costs will have to be borne by other property owners, (which is not equitable) and this provision creates a disincentive for municipalities to zone land for agricultural uses.

20. Offsite Levies

The scope of offsite levies will be expanded to community recreation facilities, fire halls, police stations and libraries, provided that at least 30 per cent of the benefit of the facility accrues to the new development in a defined benefitting area. Developers will contribute costs based on proportional benefit and a dispute resolution mechanism will be available. Note: There are no changes to provisions for existing offsite levies relating to water service, sanitary sewers, storm sewer drainage, or roads required for the subdivision or development. As well, there are no new provisions for re-collecting levies following significant redevelopment or re-negotiating additional levies with developers.

Position: AUMA supports the expansion of the scope of offsite levies to include the land and buildings for community recreation facilities, fire halls, police stations and libraries, and in general, supports the notion that those who benefit from a facility or service should pay for that service in a manner that is proportional to their benefit. AUMA is seeking the following changes:

- Remove the 30 per cent benefit threshold.
- Allow collection of all off-site levies in a manner consistent with existing off-site levy processes.
- Provide clear definition of the “defined benefitting area”, appeal process and the timing of when the property needs to be built.
- Allow for the re-collection of levies following significant redevelopment and allow for negotiations with developers on additional levies.
- Allow for regional and intermunicipal offsite levies.
- Allow offsite levies to cover municipal costs associated with provincial infrastructure supporting new development such as highways and overpasses.
- Enable intermunicipal offsite levies as a tool to increase collaboration under ICFs.

Rationale: The expansion of off-site levies to include land, buildings for community recreation facilities, fire halls, police stations and libraries is appropriate since they are important infrastructure that supports ‘complete communities’. However, there is an additional need for offsite levies to apply to provincial infrastructure and, in particular, highways and overpasses that support new development.

Removing the 30 per cent clause will give municipalities greater flexibility to recover costs for infrastructure that benefits new developments, as is done with current offsite levies (where a proportional amount is utilized).

Given that redevelopment projects can often exert considerable costs on municipalities for increased supporting infrastructure, municipalities need the ability to re-collect levies following significant redevelopment.

21. Sharing of Linear Assessment and Taxation

No change as linear taxes will continue to be collected and accrue to the municipality in which the property is located.

Note: *While linear taxes are not explicitly distributed, the intermunicipal collaboration frameworks will require municipalities to contribute to the cost of infrastructure and services owned by another municipality.*

Position: As ICFs call for mandatory cost sharing between municipalities, there is no need to explicitly state that a contributing municipality must use its linear tax revenue for this purpose.

Rationale: It is not necessary to stipulate how a municipality will fund its contribution to infrastructure and services owned by another municipality.

22. Assessment of Farmland Intended for Development

Farm land will be assessed at market value, once the land is no longer used for farming operations. Triggers will be defined through regulation to indicate when land is no longer farmed (e.g., scraping top soil, new zoning, etc.).

Position: AUMA supports the amendment and is seeking a change to specify that land must be actively farmed in order to be considered as farmland.

Rationale: While the amendment will help to resolve inequities, further clarification is required to ensure that farmland that is held speculatively and is not being actively farmed is appropriately assessed.

23. Access to Assessment Information for Assessors and Property Owners

The information-sharing requirements for both assessors and property owners will be clarified so that assessors can request information to fulfill their duties and responsibilities and property owners can request information about how their assessment was prepared. Assessment Review Boards will be able to go in-camera and seal evidence to protect confidentiality.

Position: AUMA supports this amendment.

Rationale: This amendment increases clarity and consistency for assessors and property owners and supports an efficient assessment process.

24. Assessment Complaints

Composite Assessment Review Boards will hear business tax complaints and business improvement area levy complaints.

The assessor will be able to make corrections to an assessment that is under complaint without the Assessment Review Board's ratification of withdrawal of the complaint.

Assessment Review Board decisions will be able to be appealed at the Court of Queen's Bench by judicial review only, removing the step of Leave to Appeal.

Position: AUMA generally agrees with these amendments and is seeking a change to specify a regular review of the MGA (see below) in addition to a specific, regular (i.e. two to three year) review of the removal of the Leave to Appeal step in the appeals process to ensure it meets its intended outcome.

In addition, AUMA recommends that a privative clause be reinserted into the legislation to ensure that appropriate deference is afforded to decisions of the assessment review board.

Rationale: The proposed changes appear reasonable and should ensure that complaints are well founded. The ability to revise assessments under complaint will allow issues to be resolved so that they do not have to be appealed.

Inserting a privative clause into the legislation will reduce the administrative and cost burden for municipalities.

25. Municipal Taxation Powers

No amendments were made to broaden municipal taxation powers.

Position: AUMA disagrees with the status quo approach and is seeking a change so that the MGA enables expanded revenue tools through a wider variety of taxes and levies as well as increased flexibility in the current tools available to municipalities so that they can manage growth pressures and unique challenges in their communities.

AUMA further recommends the following changes:

- Enable municipalities to establish bylaws on the scope of local improvement taxes so that they may include items such as potable water systems and renewable energy systems.
- Enable municipalities to develop new revenue generating tools and share in existing provincial revenue streams (e.g. hotel and gas taxes).
- Enable the use of business licensing fees in a manner that compensates municipalities for the services that the business and its operation cost the municipality (e.g. allow levies and fees to hotels to compensate for costs to municipalities from shadow populations).

Rationale: While municipalities currently have access to a limited range of revenue generating tools, not all of these tools are suitable due to differences in size, location and demographics. As well, not all municipalities have access to the same economic base from which to draw revenues. Additional and more innovative funding mechanisms are required so that all municipalities, regardless of their location or size, can deliver high quality services and infrastructure to their citizens.

Prospective additional tools that municipalities would otherwise seek to use often lead to costly and time consuming legal challenges given ambiguous wording in the legislation, which deters municipalities from taking advantage of the full suite of resources the province appears to believe they have access to. In addition, municipalities' main source of revenue – property tax – is already at capacity in many communities and cannot be increased without downloading an undue burden on ratepayers. This effect is compounded by the refusal of the province to vacate the education property tax requisition.

Further, a lack of legislated certainty for municipal funding has implications ranging from challenges in providing services, to the inability to budget for infrastructure, which creates asset management issues.

Other Policy Recommendations

A. Consultation with Municipalities

No legislative change; there is no requirement for the province to undertake mandatory engagement with municipalities on matters that affect them.

Position: AUMA is seeking a change so that the MGA specifies that the Government of Alberta is required to engage in meaningful consultation with municipalities regarding any legislative or regulatory change with a substantial municipal impact and must provide at least three years notice of any reduced funding to municipalities before it takes effect.

Rationale: Municipalities cannot be accountable for land use planning and the provision of infrastructure and services when we do not know what the province is considering in terms of its economic, social and environmental policies. As well, the lack of engagement creates inefficiencies and makes it challenging to provide services.

Further, there is currently an inconsistency that municipalities are being required to develop public participation plans, but the province is not.

Involving municipalities would allow the province to better appreciate the consequences of its policies on municipalities.

A minimum three-year notice period for any funding changes would ensure that municipalities have appropriate information needed to prepare their required three-year operating and five-year capital plans.

B. Amalgamation

No further provisions have been made to streamline or strengthen municipal amalgamation processes.

Position: AUMA supports the streamlining of the voluntary amalgamation process, subject to support from the councils and public of all participating municipalities, and is requesting further changes to expedite the process for voluntary amalgamation involving contiguous municipalities. For example, a municipal petition could trigger a plebiscite for an amalgamation.

In addition, AUMA requests that the MGA allow for non-contiguous amalgamations for all municipalities.

Rationale: In voluntary amalgamations, steps should be taken to streamline the process of amalgamation.

As an alternative to mandating a plebiscite for amalgamations, which can often come at considerable cost, the use of a petition to trigger a plebiscite is advantageous as it allows for a tool in which to gauge citizen-support for an amalgamation in a cost-effective manner, while still allowing for a future plebiscite.

Further, all municipalities should have the option to restructure their boundaries with either a contiguous municipality or a non-contiguous municipality in order to allow mutually beneficial outcomes to be realized.

C. Duty of a Councillor

The duty of a councillor and purpose of a municipality have been expanded to include working collaboratively with other municipalities.

Councillors have the following duties:

- ***to consider the welfare and interests of the municipality as a whole and to bring to council's attention anything that would promote the welfare or interests of the municipality; and***
- ***to promote an integrated and strategic approach to intermunicipal land use planning and service delivery with neighbouring municipalities.(NEW)***

The purposes of a municipality are:

- ***to provide good government;***
- ***to provide services, facilities or other things that, in the opinion of council, are necessary or desirable for all or a part of the municipality;***
- ***to develop and maintain safe and viable communities; and***
- ***to work collaboratively with neighbouring municipalities to plan, deliver and fund intermunicipal services. (NEW)***

Position: AUMA supports the expansion of councillor duties to include the promotion of intermunicipal collaboration, as long as there is clarity regarding the hierarchy of a councillor's duties (i.e. between a municipality's interests and regional interests). The new Duty of a Councillor should be exempt from complaints or oversight by the Ombudsman (see policy issue 2).

Rationale: These legislative changes emphasize the expectation that councils will work collaboratively across municipal boundaries.

D. Increased Inspections

The Minister will be able to require an inspection for any matter connected with the management, administration or operation of any municipality including:

- (a) the affairs of the municipality;***
- (b) the conduct of a councillor or of an employee or agent of the municipality; and***
- (c) the conduct of a person who has an agreement with the municipality relating to the duties or obligations of the municipality or the person under the agreement.***

Position: AUMA supports items (a) and (b), providing that item (b) is modified to specify that this does not contradict requirements associated with code of conduct reviews. AUMA requests that item (c) on third-party contractors be removed.

In addition, AUMA recommends that further oversight be established that provides proof that petitioners are from the municipality's electorate.

Rationale: The new inspection powers are too expansive, as the powers will include inspection relating to the actions of an independent contractor. As the MGA does not govern the behaviour of third party contractors to a municipality, municipal inspections are not appropriate.

Further, inspections relating to councillor code of conduct are not required as a municipality's code of conduct bylaw will include the process for review, sanctions/consequences and dispute resolution process. AUMA's earlier submission on code of conduct requirements included a request that an Integrity Commissioner be appointed to handle investigations, rather than invoking ministerial inspections. See item K for further details.

E. Intensive Agriculture Operations

No legislative change as decisions are still pending on how farm buildings related to intensive farming operations should be assessed.

Position: AUMA requests an amendment to the MGA that gives municipalities the option to charge a levy on intensive agriculture. The details of the levy should be determined through a regulation developed in partnership with commodity groups.

Rationale: This recognizes that the municipal services required to support intensive agriculture operations are different from those associated with farms (e.g. impacts on roads that were not designed for multiple heavy loads). The levy allows municipalities to offset infrastructure costs related to these operations.

F. Delinquent Education Property Taxes

No legislative change so municipalities still have to pay for the education property tax requisition on unpaid property taxes.

Position: AUMA requests that the MGA specify that municipalities are exempt from paying for the education property tax requisition on unpaid property taxes.

Rationale: This is an unfair burden on municipalities due to circumstances beyond their control when the property owner does not pay the bill.

G. Property Tax Recovery Tools

No legislative change so municipalities do not have required tools to recover unpaid taxes.

Position: AUMA is seeking changes to expand property tax recovery tools for municipalities (e.g. province pays taxes on crown lands if lease holder does not).

Rationale: This is an unfair burden on municipalities due to circumstances beyond their control when the property owner does not pay the bill.

H. Review of MGA

There is no requirement to complete a comprehensive review of the Act on a periodic basis.

Position: AUMA supports mandated regular reviews of the MGA and suggest a ten-year review period, with minor amendments passed on an as needed basis in consultation with municipalities and their associations.

Rationale: Regular reviews of the MGA are required to ensure the legislation does not have any unintended consequences (e.g. changes to appeal processes do not create the need for court action) and continues to meet the evolving needs of municipalities.

I. Joint and Several Liability

No changes were made to the MGA regarding joint and several liability as the matter was referred to the Minister of Justice and Solicitor General.

Position: AUMA requests that the MGA and/or other relevant legislation be amended as follows:

- Protect municipalities from liability for damages caused by a municipality acting in good faith to provide infrastructure and services unless the municipality is grossly negligent.
- Provide a limitation period for any person claiming compensation arising from a road closure.
- Reform joint and several liability, particularly in the areas of contribution shortfall and the creation of a minimum threshold of liability prior to the application of joint and several liability principles.

Rationale: Reform is necessary to ensure that municipalities are not required to make financial restitutions that are disproportionate to their liability if co-defendants are unable to pay.

The current system of joint and several liability allows a person who was harmed or wronged by several parties to be awarded damages from any one, several, or all of the liable parties. Because municipalities are seen as an easy target given their access to financial resources, they are often included as defendants in lawsuits even where the level of municipal liability is extremely low (e.g. one per cent liable). If other defendants are unable to pay, the municipality will be in the position of paying the entire judgment. This issue comes up frequently with regard to linking municipal road maintenance and design to auto accidents.

J. Infrastructure Deficit and Liabilities of a Dissolved Municipality

No changes were made to the MGA regarding the infrastructure deficit and liabilities of a dissolved municipality.

Position: AUMA requests that the MGA specify that the province should fund the infrastructure deficit and liabilities of a municipality that was dissolved and absorbed into a receiving municipality.

Rationale: Without this change, the receiving municipality is unfairly burdened with the considerable costs of the dissolved municipality's liabilities and/or infrastructure deficit. This is not appropriate since the absorbing municipality's residents and council had no influence in the creation of those liabilities and infrastructure deficit.

K. Oversight of Code of Conduct

The amendments do not provide for an oversight body or mechanism for the mandatory code of conduct that must be adopted through a municipal bylaw.

Position: AUMA requests that the MGA provide for an independent oversight body (e.g. Integrity Commissioner) or require the Provincial Ethics Commissioner to have an oversight role. The oversight body should utilize a quasi-judicial process, including defined timelines, evidentiary standards, burden of proof, and a right to appeal.

Rationale: As code of conduct issues are often emotionally charged and create tension in a municipality, it is important that an oversight process be provided through an independent and credible third party (e.g. integrity commissioner or similar body responsible for enforcing the policy).

L. Administration of the Property Assessment and Taxation System

No change.

Position: AUMA is requesting that the province undertake a review of the administrative provisions for the property assessment and taxation system.

These provisions are out of date and need to be amended to ensure effectiveness and efficiency. Examples include but are not limited to:

- limiting the scope of information regarding assessments that can be disclosed due to privacy reasons;
- ensuring that the Provincial Assessor is required to copy the municipality when sending a request for information;
- regularly updating definitions to ensure they are accurate; and,
- ensuring that the legislation identifies the types of errors that may be corrected in an assessment roll while a property is under complaint.

Rationale: In order to remain effective and efficient, the property assessment and taxation system requires a number of changes to ensure details are in order and the legislation is up to date.

AUMA urges the province to work with the Alberta Assessors Association, the Cities of Calgary and Edmonton, and municipal associations to identify and carry out required changes.

Additional Recommendations

The items below were submitted in AUMA's previous MGA submissions, but were not addressed by either Bill 20 or Bill 21. Some of these items also appear above. AUMA urges the province to consider these points in the introduction of the fall 2016 amendments to the MGA.

Property Assessment and Taxation Reforms

- Implement the property assessment and taxation reforms recommended by AUMA in 2010 and 2012.
- Eliminate education property taxes as property taxes should be used exclusively for the funding of municipal services associated with the ownership of property.
- In the alternative, a direct link should be established between the amount of Municipal Sustainability Initiative funding allocated and education property taxes collected.
- Provide greater flexibility in the requirements for property assessment and tax notices, reducing the prescriptive and highly detailed nature of these sections of the MGA.
- Allow municipalities to initiate the tax recovery process one year after the date that the tax was imposed.

Expand Municipal Revenue Base

- Provide municipalities with a share of provincial revenues.
- Provide municipalities with the ability to increase their revenue generating authority.
- Ensure municipality can establish fees and charges through local bylaws and without provincial interference.
- Provide the ability for municipalities to charge offsite levies more than once on a parcel of land that is being redeveloped for another use or developed in stages.
- Lift suspension of Community Revitalization Levies and allow municipalities to pass CRL bylaws without provincial oversight.
- Enable municipalities to establish bylaws on the scope of local improvement taxes so that they may include items such as potable water systems and renewable energy systems.

Stabilize Municipal Grants

- Make core provincial grants and transfers statutory and index them for growth so that they are stable and reliable, allowing for multi-year planning. Engage municipal associations in the determination of appropriate allocation formulas, ensuring that there is not a sole focus on per capita allotment.

Municipal Structure

- Review and rationalize the alignment, type and number of municipalities, and incentivize a shift to match modern communities' dynamics and to align with regionalization, population shifts, urbanization, trade and industry, natural environments, and transportation infrastructure.
- Incent specialized municipalities.
- Review the process for municipalities to pursue status changes (e.g. village to town) or change boundaries (e.g. annexation) to provide maximum legislative clarity and an ability to respond to growth within a fixed time period defined in the legislation.

A. Municipal Purposes

- Expand the scope of municipal bylaws to include any municipal purposes.

B. Municipal Engagement and Review

- Create a legislated requirement that any statutory, regulatory, or policy change to municipal duties, powers, or functions only be considered after consultation and engagement with municipalities.

C. Municipal Liability

- Protect municipalities from liability for damages caused by a municipality responding in good faith to emergencies or providing services to its region unless the municipality is grossly negligent.
- Provide a limitation period for any person claiming compensation arising from a road closure.
- Reform joint and several liability, particularly in the areas of contribution shortfall and the creation of a minimum threshold of liability prior to the application of joint and several liability principles.

D. Citizen Engagement and Public Participation

- Empower the Chief Administrative Officer to examine the affiant on petition witness affidavits.

E. Land Use Planning

- Allow municipalities to define municipal purposes through bylaw in order to provide greater flexibility on land use.
- Clarify which classes of wetland are eligible to be designated as environmental reserves and clarify that setbacks for bodies of water applies to wetlands.
- Increase the per cent amount of reserves (municipal, school, environmental, etc.) that a municipality may require of a developer, and permit the subdivision of those lands prior to transfer if necessary.
- Permit municipalities to acquire limited interests in land required for that municipality to carry out operations in another municipality. For example, utility rights of way for utilities provided to another municipality and interests in land related to interests in mines and minerals held by a municipality should be exempt from the requirements of Sec. 72.
- Amend the MGA to specify where resource extraction cannot occur and enable municipalities to determine appropriate and compatible land uses with respect to resource extraction.

Relationship to Existing Bylaws

- Repeal MGA Section 13.
- If there is an inconsistency between the newly enacted MGA or other provincial legislation and pre-existing bylaws, the bylaws shall not be affected by the law.

Revised Bylaws

- Allow for the revision of bylaws without a bylaw specifically adopting them, in cases where the revision is to correct clerical errors or to make minor changes.

Voluntary Amalgamation

- Amend the legislation to reflect that two or more municipalities may jointly initiate a voluntary amalgamation. If those municipalities agree to an amalgamation then the Minister must recommend that amalgamation to the Lieutenant Governor in Council.
- Include a financial and infrastructure evaluation of the municipalities involved in the amalgamation.

- Clarify responsibility for financial and/or infrastructure deficits and provide formal policies on when and how the province will provide financial assistance.
- Provide that the affected municipalities will determine the process for dissolving existing councils and creating an interim council and provide the process for creating a new amalgamated municipality.
- Provide that the affected municipalities will determine how to appoint an interim CAO for the amalgamated municipality.
- Review the necessity for Minister initiated amalgamations. If not warranted, eliminate this action from legislation. If retained in legislation, clarify that public input from affected citizens is required.

Annexation

- Adopt an approach that provides urban municipalities with the same opportunity as their rural counterparts to attract all types of development, including industrial development which requires significant areas of land historically not available in urban areas.
- Require that an initiating municipality and a municipality which has been served a written notice meet and proceed in good faith to prepare a study to identify the reason for and impacts of the proposed annexation, including proposals for public consultation.
- Require that negotiations regarding annexation be made in good faith and allow either party to request that the minister appoint a mediator if no agreement is reached within 180 days.
- Provide an opportunity for affected municipalities to submit written submissions after the minister has recommended an annexation to the Lieutenant Governor in Council.

Regional Service Commissions

- Exclude regional service commissions who have not commenced substantial operations and whose annual budgets are under \$50,000 from Financial Information Return and audited financial statement reporting obligations.

Public Works Affecting Adjacent Land

- Restrict provisions for compensation for municipal public work to a narrow category of public works. Enable municipalities to set notification provisions in their bylaws.

Ministerial Inspection and Inquiry Regarding Local Governance

- Require that a terms of reference be created for every inspection initiated by the minister or by the council of the municipality. Allow for an inspection to be initiated on petition by the citizens of the municipality.
- Require that the inspector or the person appointed to conduct an inquiry be independent and qualified to do so through an appropriate certification.
- Prescribe a uniform reporting format for inspectors through regulation.
- Clarify definition of “irregular, improper or improvident manner.”
- Legislate that, if an Inspector’s Report recommends the dismissal of all or part of a council, the citizens shall vote on the recommendation with the Ministry of Municipal Affairs bearing the cost of the vote.
- If a councillor or council is dismissed and an election to replace them is held within a year of the next municipal election, provide that the election may serve as the upcoming general election.
- Repeal the subsection that allows the minister to appoint a new CAO and designate remuneration payable to the officer.

Provincial/Municipal Partnership Agreements

- Legislate mandatory consultation and engagement when municipal interests are impacted by the decisions of any provincial ministry.
- Where changes to roles and responsibilities are initiated by either the province or municipalities, provide a clear framework for agreed upon roles and responsibilities.
- Where municipalities have the capacity and willingness to undertake or share provincial responsibilities, provide for incentives and with a clear formula for funding that is indexed for change.

Municipal Input on Provincial Infrastructure

- Require meaningful municipal engagement in the planning and operation of provincial infrastructure.
- Require greater cooperation between municipal authorities and school boards, particularly in regard to school reserves and the planning and servicing of schools and the disposition of school property and school reserves.

Zoning and Municipal Building Standards

- Clarify that when a development authority grants a variance to a “non-conforming” building, the “non-conforming” designation is removed.
- Municipalities should have the ability to require more stringent standards than national or provincial building codes.

Mutual Access Agreements

- Require direct road access for all subdivisions, rather than the current system of voluntary agreements for mutual access.

2016 Policy and Resolutions book

Category Provincial Scope

AUMA Resolutions Policy:

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

20 resolutions are recommended under this Category.

WHEREAS the Environmental Protection and Enhancement Act requires that specified water and wastewater facilities in the province of Alberta have certified operators to supervise and/or carry out day-to-day operations;

WHEREAS the certification requirements are becoming onerous in terms of both time and money;

WHEREAS these requirements are making it increasingly difficult for small municipalities to hire and/or train staff to meet these requirements;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association urge the Government of Alberta to review and amend the requirements for certification with regard to the individual water systems.

BACKGROUND:

The Village of Beiseker is a small community of less than 800 and receives its water from the Aqua 7 Water Services Commission pipeline. This water originates from Drumheller, where it is treated and piped to the Aqua 7 Kirkpatrick reservoir where it is treated again. From the Kirkpatrick reservoir, it is distributed via the pipeline to the other communities (Village of Linden, Village of Carbon, Village of Acme, Kneehill County, Village of Beiseker and the Town of Irricana) for local distribution. All of these communities are required to have a level one operator. Over the years we have trained and certified a number of operators, all who eventually leave for larger, more affluent jobs. After losing our operator in February of 2015, we advertised for an operator for a 6 month period of time to no avail. Our neighboring communities were kind enough to give us assistance but their staff numbers are also small and we could not impose on their goodwill for the extended timeframe that it takes to train and certify an operator from our own staff. The one-year intern period and the cost of the courses becomes prohibitive for small communities over the course of time.

WHEREAS the collection of Education Property Tax via the municipalities has a profound effect on member municipalities and ultimately the individual tax payer;

WHEREAS the Province of Alberta utilizes Alberta municipalities to collect Education Requisition on their behalf to support educational requirements through the Alberta School Foundation fund;

WHEREAS the Province of Alberta has been steadily increasing the amount of Education Requisition since 2005/2006;

WHEREAS in 2005/2006, the Education Requisition was capped at 8% and has been steadily increasing each year since the removal of the cap in 2013;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association advocate for the re-establishment of the Educational Requisition Cap at 8% or the elimination of the Education Requisition via municipalities.

BACKGROUND:

Each municipality's share of the provincial education requisition is determined by applying the provincial uniform tax rates to the municipality's current equalized assessments. Municipalities collect local education property taxes from property owners to pay the requisitions. Properties of similar value and property type across the province pay similar amounts of education property taxes. The 2016 uniform tax rates are \$2.48 per \$1,000 of equalized assessment for residential and farmland property and \$3.64 per \$1,000 of equalized assessment for non-residential property;

To ensure that communities are affordable and viable, municipal tax collections should be cognisant of economic conditions facing many Alberta residents. Member municipalities are also facing increased operation costs due to climbing utilities charges, limited tax base, and overall increased operations. With a 2 to 21 percent increase in total education requisition, municipalities have limited options on where additional revenue sources could be obtained; options included increasing taxation and/or increasing borrowing, or reducing much needed programs and services.

This year alone, member municipalities took a hit to their bottom line, losing assessment and subsequently dollars when the Grant in Place of Taxes was removed from municipal funding formulas. This resolution regarding resolutions has already been addressed through AUMA board of directors and voted upon by the membership. Alberta Treasury Branches are exempt from paying the educational requisition, therefore cumulatively reducing funds of each community in Alberta.

It is understandable that the province needs a vehicle to collect sources of funding for education; it should not be on the backs of the member municipalities.

WHEREAS the people of Alberta receive approximately \$9.5 billion (four-year average) in annual royalties, land bonuses and crown land sales from the oil and gas industry which contributes to hiring nurses and teachers and to building schools and hospitals (Source: Alberta Energy);

WHEREAS in 2014, approximately 133,053 people were employed in Alberta's upstream energy sector, which includes oil sands, conventional oil, gas and mining (Source: Alberta Energy);

WHEREAS Alberta's oil and gas industry is an environmental leader compared to any of its international competitors with the introduction of a price on carbon in 2007. (Source: Alberta Environment);

WHEREAS over the next 10 years the oil and gas industry will contribute \$5.9 trillion dollars to Alberta's GDP (Source: Canadian Energy Research Institute);

WHEREAS the oil sands utilize over 20,300 Alberta suppliers and business partners including 300 aboriginal companies representing 54 communities across Alberta (Source: Canadian Association of Petroleum Producers);

WHEREAS over the past 14 years' aboriginal companies have earned about \$10 billion through working relationships with the oil sand industry (Source: Oil Sands Community Alliance);

WHEREAS municipalities as a whole receive significant property tax dollars because of the existence of the oil and gas industry and the tertiary enterprises that are created to support it enabling municipalities to provide the essential services required by their citizens;

WHEREAS the oil and gas industry creates local employment allowing communities to remain vibrant and prosperous;

WHEREAS the oil and gas industry support community-building by generously donating to non-profit organizations and municipal capital projects, especially recreational facilities, allowing non-profit organizations to carry out the valuable services they provide and municipalities to carry out the expensive projects that would not otherwise be able to proceed without the generosity of the oil and gas industry;

WHEREAS the importance of the oil and gas industry to both the provincial and local economy is clearly demonstrated by the devastating impacts realized during the current downturn;

NOW THEREFORE BE IT RESOLVED THAT in recognition of the shared prosperity provided to all Albertans because of the oil and gas sector, that the Alberta Urban Municipalities Association urge the Government of Alberta to honour the industry by officially dedicating February 13 as Oil and Gas Awareness Day in the Province of Alberta.

BACKGROUND:

The importance of the oil and gas industry in Alberta has never been so evident as it is now. The Province's 2016 \$10 billion deficit budget validates this claim. When a community is in need or there are facilities that need to be built, the oil and gas industry has always been there with their generosity. Now that they are in a downturn, we all struggle to pick up the pieces. To celebrate the importance of the industry, the City of Brooks respectfully requests AUMA members' support in urging the Province to declare February 13 as Oil and Gas Awareness Day in the Province of Alberta.

WHEREAS the Government of Alberta caps the fee amounts for Alberta Registry Agents (ARAs) through the Registry Agent Product Catalogue for those services that comprise the largest volume of revenues, which have not been adjusted to reflect the increases to the minimal wage or cost-of-living increases in Alberta;

WHEREAS the Government of Alberta has not provided details on the scope of government's future involvement in providing online services;

WHEREAS the ARAs offer essential professional and personalized online services to clients near their homes, a fact of significant importance to aging Alberta clients with distance restricted driver's licences, and/or with no ability to use the Internet for the conduct of personal government business;

WHEREAS the elimination of the critical mass of registry transactions and associated transaction fees could threaten the viability of all ARAs;

WHEREAS the potential closure of ARAs in small communities would have a negative impact on the local economy by diverting the spending outside of the municipality's boundaries;

NOW THEREFORE BE IT RESOLVED that the Alberta Urban Municipalities Association requests that the Government of Alberta recognize the vital role and positive impact that ARAs have in Alberta communities, and request that the province partner with the ARAs and local municipalities by:

- Protecting local Registry Agent revenue streams by limiting additional future government encroachment above and beyond online fine payments, and
- Negotiating the fee structure within the Registry Agent Product Catalogue to recognize inflationary increases.

WHEREAS beginning in the current tax year, a change was made to the grants in place of taxes (GIPOT) program whereby Municipal Affairs will no longer pay the education property tax on properties eligible for GIPOT;

WHEREAS this places an unfair burden for education property taxes on the remaining non-residential properties within the Municipality;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association urge the Provincial Government to reverse its decision from Budget 2016 and reinstate payment of the education property taxes on properties eligible for GIPOT.

WHEREAS the Provincial Government's announcement in November, 2015 to accelerate the phase out all coal fired power generating plants will have significant impact on those rural communities adjacent to the power plants;

WHEREAS the coal mines and the power generating stations employ significant numbers of personnel and support many local businesses, the loss of those facilities will be detrimental to the sustainability of the rural communities;

WHEREAS the Provincial Government has not offered the option to the coal and power generation industries to research methods for reducing the emissions caused by these coal fired plants;

WHEREAS alternate methods of utilizing coal to produce electricity with reduced emissions are being used in other provinces and countries at this time;

WHEREAS coal is a valuable natural resource available in abundance in Alberta and the Provincial Government should be supportive of exploring alternate uses or methods of refining this resource;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association urge the Province of Alberta to allow continued operation of coal fired power plants while allowing industry to explore and develop methods of clean coal burning and alternate markets for coal.

BACKGROUND:

Coal is used as the source of power generation for up to 55% of Alberta's power needs. There is an abundant supply of coal in Alberta and the technology exists to burn it with fewer emissions. Even with wind and solar developments, there must be an "on demand" supply that will replace it when those renewable sources of electricity do not produce. Wind only produces 30% of the time while solar is limited to 15% of the time. While natural gas is promoted as a replacement, it is subject to wild price fluctuations. This would tie us to one source for both our heating and electrical needs, which, during a price spike, would severely impact everyone, but most dramatically the poor who can least afford it.

Coal has proven to be the most economical method of producing electricity in areas that do not have access to hydro power. The loss of this commodity and the introduction of a carbon levy on natural gas will cause a significant spike in the cost of electricity to the end user. Countries that had previously decided to phase out coal fired power generation are now opening up new sites as the cost of utilizing renewable energy is too expensive and the reliability of renewable energy does not meet the standards set by coal.

Since 1956, Forestburg has been closely tied to the Battle River Generating Station, a coal fired power plant capable of producing 689 megawatts of power. The generating station and the affiliated coal mine provide many jobs in the Forestburg and surrounding areas.

The loss of these corporations will greatly affect our communities. Not only do they provide employment and livelihood for our residents, they have assisted financially with many of our local projects, the most recent being a new multi-purpose arena. Furthermore, they are a source of donations and volunteers to other organizations such as our volunteer fire department, library, and swimming pool, to name a few. These sites also provide work to local support businesses, such as welders, contractors, tradespeople and commercial businesses. All of these will be negatively impacted by the impending shut down.

The loss of employment to our residents could be catastrophic to our communities. There are few local employment opportunities available for the displaced workers. The loss of these families will affect enrolment in our school, our volunteer base, and our business base.

Forestburg recognizes that environmental stewardship should be a high priority for all of us, but we do feel that decisions made must be tempered with local needs as well. The cost of shutting down the Battle River Generating Station could be devastating to our region and will impact not only Forestburg, but also our municipal neighbours including Flagstaff County, Paintearth County, County of Stettler, Camrose County, Village of Heisler, Town of Daysland and the hamlet of Galahad. All of these communities either house workers or businesses that support the plant and mine.

Rural municipalities struggle to survive and the decision to shut down all coal fired plants without attempting to look at ways to ensure that these plants are viable, both economically and environmentally, is very short sighted. The ultimate cost may be more than our province and citizens can afford.

There is an opportunity for Alberta to become a leader in the development of the clean burning of coal, which would allow us to meet the province's emissions goals while not negatively impacting the ability of small rural communities to remain sustainable.

WHEREAS the Provincial Government in 2016 implemented the climate leadership strategy that stated that facilities that contribute to Alberta's Climate Change and Emissions Management Fund that pay \$20 for every tonne over their reduction target will have to pay \$30 per tonne as of Jan 1, 2017;

WHEREAS coal powered electricity generation may become uneconomical after Jan 1 2017, causing coal plants to close prematurely;

WHEREAS implementing the increase in the carbon emissions levy has caused the return of power purchase arrangements back to the Balancing Pool;

WHEREAS the closure of coal fired generating stations before securing a reliable replacement will result in increased, and potentially volatile energy costs to municipalities without compensation from the Government of Alberta;

WHEREAS the Federal Government, in 2012, implemented Legislation that Coal-Fired Generating Stations would be decommissioned after 50 years of service;

WHEREAS industry in Alberta consumes more than 50% of all of the generation, and maintaining a stable base load of power secures confidence for industry to invest in Alberta in the future;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association urge the provincial government to delay the increase of the carbon levy for large industrial emitters until 2020 so that the province can maintain a reliable electricity baseload until such time as new replacement generation comes online;

AND FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association urge the provincial government to consider carbon-revenue neutrality for municipalities in regards to the major fuels carbon levy;

AND FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association urge the provincial government to provide new, comparable jobs to communities where jobs are lost as a result the closure of the coal plants.

BACKGROUND:

In 2012 the Federal Government legislated that coal-fired generating stations would close after their 50-year use. Of the 18 coal-fired generating stations in Alberta, 12 would be closed prior to 2030, leaving only six to remain operating after that date. In November 2015, the Alberta Government introduced their climate change strategy which would cease the operation of all coal-fired generating stations by 2030. This includes a carbon emissions levy which would increase the per tonne levy from \$15 to \$20 in 2017 and increasing again in 2018 to \$30. These increases affect the coal-fired generators more substantially as they will be paying these levies on a larger amount of emissions. As a direct result of the increase in the carbon emission levy, there have been Power Purchase Arrangements returned to the Balancing Pool as the arrangements have become

unprofitable. The return of the Power Purchase Arrangements could close these generating stations much earlier than the 2030 date, causing Alberta's base load of power to be depleted, which would increase the cost of power not only to residential consumers but also to industry and municipalities. Sheerness Generating Station was involved in one of the Power Purchase Arrangements returned, and is one of the six coal fired generating stations originally scheduled to operate past the 2030 date. The federal legislated closure for Sheerness is 2034 for unit 1 and 2040 for unit 2. Presently there is not a mechanism to compensate municipalities for the increased costs associated with the carbon emissions levy, downloading more costs to municipalities to fund. Therefore, amending the carbon emissions levy to allow our base load of power to be secure will benefit all Albertans and the municipalities in which they live, while still encouraging industry to invest in Alberta as a result of low energy prices.

WHEREAS section 351 of the Municipal Government Act (MGA) requires Municipalities to collect the Education Property tax to be pooled into the Alberta School Foundation Fund;

WHEREAS Municipalities require the amount of this tax, reported by the Government of Alberta, before tax notices can be sent to property owners

WHEREAS In 2016 the Education Property Tax amounts were not announced until April 14th when the budget was released;

WHEREAS section 242 of the Municipal Government Act (MGA) requires Municipalities to have a budget for the calendar year or adopt an interim budget before the beginning of the calendar year;

WHEREAS instating a fixed date provides a mechanism for Municipalities to schedule the release of tax notices to residents;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association urge the provincial government to instate a deadline of no later than February 28th annually for the release of the Education Property Tax for municipalities as to allow municipalities to send tax notices in a timely manner.

WHEREAS the *Mobile Home Sites Tenancy Act* sets out the rights and responsibilities that apply to people who own a mobile home and rent the mobile home site from a landlord;

WHEREAS Service Alberta is responsible for the enforcement of the *Mobile Homes Sites Tenancy Act* and Regulations;

WHEREAS Service Alberta offers binding mediated resolution services only to regular landlord and tenant disputes under the Residential Tenancies Dispute Resolution Service;

WHEREAS the *Mobile Home Sites Tenancy Act* does not limit or cap rental pad increases;

WHEREAS it is possible that landlords of mobile home parks can target some or all residents by levying pad rental increases so high as to offer no option for the resident but to leave as an “economic eviction” tactic;

WHEREAS mobile home park renters may have limited income and options to move or leave;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association urge the Government of Alberta to amend the *Mobile Home Sites Tenancy Act* to offer Residential Tenancies Disputes Resolution Services (RTDRS) to mobile home site residents and to prohibit the potential practice of “economic eviction” of residents by defining such targeted rental increases as an offence.

BACKGROUND:

The *Mobile Home Sites Tenancy Act (MHSTA)* sets out the rights and responsibilities that apply to people who own a mobile home and rent the mobile home site from a landlord, including offences and civil litigation items.

Residents of mobile home park sites across Alberta should be afforded the same binding mediation services as offered to other landlord/tenant situations to bring effective and efficient resolution to tenancy issues. The Residential Tenancies Disputes Resolution Services (RTDRS) is a free service offered under regular tenancy/landlord disputes where a tribunal can make decisions and issue a binding order that is filed at court. This service should be offered under the MHSTA also.

Municipalities have the authority under the MHSTA to form an Advisory Board but this Board has no authority to enforce any provisions or bring issues to a resolution and can be very costly.

Many residents of mobile home parks are at higher risk with limited or no ability to move or leave and have no other option but to pursue an action through the courts which is time consuming and costly. “Economic eviction” is a term that is known in the industry as when a landlord will impose a higher than normal rent increase for renters to force that renter to move out. Targeting of a “trouble” resident through the levying of a higher annual pad rental increase resulting in an “economic eviction” is a tactic that may be used by some landlords. It is not an offence or prohibited under the *MHSTA* and without such an amendment, vulnerable residents can be evicted while trying to better the park conditions overall.

WHEREAS Alberta Health Services is responsible for the delivery of pre-hospital care in accordance with the Emergency Health Services Act;

WHEREAS local municipalities are responsible for establishing the service levels of municipal fire protection and rescue services;

WHEREAS Emergency Medical Services (EMS) crews request assistance from local municipal fire protection and rescue personnel specifically for the provision of patient lifting;

WHEREAS Alberta Health Services has a mandate and policy directed towards the billing of individuals requiring pre-hospital care;

WHEREAS local municipalities recover no costs associated with the provision of services assisting EMS personnel;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association urge the Province of Alberta to provide a means by which local municipalities may recover costs from Alberta Health Services for assistance to ground ambulance personnel for patient care, specifically calls for lift assists.

BACKGROUND:

Alberta Health Services is responsible for the provision of pre-hospital care including ground ambulance services. In many cases ground ambulance (EMS) crews arrive at a medical scene and require assistance removing a patient from a location into a waiting ambulance. Due to lack of EMS resources or EMS resources attached to other incidents, the ground ambulance crew contacts the local fire department to assist with the lift.

Most municipal fire departments provide medical first response services to assist EMS with patient care for their citizens; however, these services are intended to manage situations of dire need or when an ambulance does not arrive within a certain response time.

EMS crews on scene that call out fire departments to assist with medical lifts due to lack of other EMS resources impact fire departments, specifically volunteers. Volunteers many times are called away from their workplace for a lift assist, which impacts them as many do not receive compensation from their employer while away on fire calls.

There is a cost associated with every type of fire call a municipality attends. In the case of medical calls, Alberta Health Services has the mandate and policy to recover costs from the patient requiring the service and in those situations where a fire department was contacted, specifically for lift assists, the local fire department should be able to recoup some if not all its costs as well.

WHEREAS Alberta highways are under provincial jurisdiction, regulated and maintained by Alberta Transportation through the Highways Development and Protection Act;

WHEREAS Safety Measures for Stop-Controlled Intersections (September 2011) developed by Alberta Transportation, outline the four level warrant system to reduce collisions through the application of adequate traffic control devices and safety measures;

WHEREAS justification in either meeting or exceeding the threshold for a warrant triggers whether the province, municipality or developer pays for the change in intersection which can create safety concerns for efficient movement of traffic, both presently and in planning for future growth;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association urge the Province of Alberta to review the Transportation Warrant System and allow municipalities the opportunity to provide input.

BACKGROUND:

Highways are a Provincial jurisdiction and are regulated and maintained by Alberta Transportation. Applicable guidelines are set for the design, placement, construction and maintenance of roadway lighting, signage and signalization on provincial highways. Alberta Transportation uses a warrant system to determine when investments are made to the provincial system. The warrant score and available capital dollars dictate when investments occur.

Olds has experienced at least three situations when either the warrant system or the availability of capital dollars have caused safety issues. Municipal government is responsible for safety matters in communities and as such this conflict may put local government officials at risk. Therefore, we request a review of the current recommended practices for safety measures and the warrant system, including input from local government and a strategy to communicate any changes to the current practice. Without municipal input, the current warrant system can and does create a negative impact on the current system.

WHEREAS Alberta highways are under provincial jurisdiction, regulated and maintained by Alberta Transportation through the Highways Development and Protection Act;

WHEREAS Alberta Transportation utilizes the Canadian Electrical Code System (CEC) for highway lighting and has established lighting standards (Highway Lighting Guide, August 2003) for all roadways under the control of Alberta Transportation;

WHEREAS Alberta Wire Service Providers maintain ownership of the provincial electrical system and follow the Illuminating Engineering Society of North America (IESNA) standards;

WHEREAS Alberta Transportation recommends that municipalities utilize the services of a qualified roadway lighting designer for specific projects, as the Lighting Guide was specifically developed for rural highways in Alberta;

WHEREAS the differences in roadway lighting standards between public and private entities creates inefficiencies and should be consistent with the same standardization of lighting within the rest of the community;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association urge the Province of Alberta to allow consolidation of specifications and design standards as it pertains to local municipalities for Roadway Lighting Systems for local, collector, arterial, and highway networks.

BACKGROUND:

Alberta Transportation guidelines are set for the design, placement, construction and maintenance of roadway lighting on provincial highways. These standards are used for all roadways under the control of Alberta Transportation, including those roads and highways passing through urban areas. The standards have been developed specifically for rural highways in Alberta. Municipalities formulate their own roadway lighting guidelines and utilize the services of a qualified roadway lighting designer for their planning and lighting projects.

Regardless of the warranting by Alberta Transportation for illumination, municipalities may finance the installation of street lighting and apply to Alberta Transportation for lighting specified situations within municipal boundaries regulated by Alberta Transportation.

Recent Community Redevelopment Plans and Economic Development Community Growth have created frustration in lighting of roadway systems, service provider standards, luminance standards, capital investment responsibility, and energy consumption and reducing opportunities. Current regulations in use by Alberta Transportation deem roadway lighting components are designed in accordance with the Canadian Electrical Code (CEC). All new infrastructure must comply with CEC. All wiring from the utility meter location to the luminaire must adhere to CEC code regulations for cables, wires and conduits. This includes the provision

in the design for an electrical disconnect and meter, to properly delineate ownership of the electrical system between Alberta Transportation and the local Wire Service Provider.

The lighting infrastructure within municipalities is installed largely by electric utilities and is comprised almost entirely of a different standard than CEC. Local Wire Services providers are designed in accordance with the Illuminating Engineering Society of North America (IESNA).

These are currently not openly approved for use for roadway lighting applications under CEC without special requests for approval. The two different standards within the municipalities for Alberta Transportation roadways versus municipal roadways cause unnecessary delay in future construction of street lights and ownership.

This process causes delays and confusion. Working with local Wire Service Providers, municipalities can provide a reasonable standardization that utilizes developing technology in Roadway Lighting Systems consistent throughout a community.

WHEREAS Alberta attracts a significant number of people who spend extensive amounts of time in one municipality of Canada but declare their primary residence elsewhere in another municipality for census purposes;

WHEREAS this population is commonly referred to as a “shadow population”;

WHEREAS the MGA allows for the ability under section 57 for municipalities to conduct its own census;

WHEREAS the Determination of Population Regulation allows for the inclusion of the “shadow population” in the census, whereby the actual procedure limits the ability for accurate census numbers of the “shadow population”;

WHEREAS the “shadow population” is not truly reflected in official population counts, it is challenging to plan infrastructure and program service delivery in the affected municipalities;

WHEREAS many Federal and Provincial funding programs are based on population;

WHEREAS many Alberta communities are affected by these funding inequities especially smaller communities;

WHEREAS the government has acknowledged in February 2016 that they would be interested in exploring options for enumerating the “shadow population” at the sub-provincial level and further investigation into other types of shadow populations;

NOW THEREFORE BE IT RESOLVED THAT Alberta Urban Municipalities Association encourage the Alberta government to develop a process where the “shadow population” can accurately be reflected in all funding programs for municipalities.

BACKGROUND:

Alberta attracts a significant number of people who spend extensive amounts of time in a municipality but declare their residence elsewhere (i.e. a “shadow population”). This can include those who are employed in a resource sector, spend time in a resort community, or are support workers for the tourism sector. Since shadow population is not reflected in official population counts, it is challenging to plan infrastructure and program service delivery in the affected municipalities, especially those with smaller resident populations and high numbers of transient people.

Since many Federal and Provincial funding programs are based on census numbers, these communities tend to be discriminated against when it comes to funding and therefore receive less funding. Current provisions in the Determination of Population Regulation only allow for enumeration of shadow populations during a very specific time period, and only allows the inclusion of an individual if they stay longer than 30 days straight. This does not represent most shadow populations in Alberta communities and is difficult to verify in order to receive appropriate grant funding.

WHEREAS the RCMP has initiated a trial combined service task force from a number of local detachments using resources from the surrounding smaller detachments and the adjacent larger urban detachment;

WHEREAS this focused task force's main duty is to address ongoing serious crimes that appear to move from community to community;

WHEREAS this trial task force has seen great success in addressing unsolved crimes;

WHEREAS with the current limited financial resources, this important team/task force is limited to the current staffing complement due to staff being removed to other call out sources, which leaves the task force in abeyance;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association encourage the Government to investigate opportunities with the RCMP to further enhance resources in addressing crime;

AND FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association encourage the Province to designate additional funds to assist in supporting adequate resources and manpower needed to continue the development of a strong proactive task force which focuses on combatting serious crimes within our communities.

BACKGROUND:

Several years ago The City of Red Deer decided to crack down on crime. This project experienced good success while displacing numerous hot spots within the city limits. The unfortunate aspect of this project was that the persons of interest resettled in the adjacent communities and started up their illegal activities again.

As the smaller communities noticed a spike in crime, the local RCMP detachments revisited the process and formed a trial task force that shared information and manpower to address the increased crime. This has proven to be very successful. The unfortunate aspect is the detachments are very limited on resources to keep this task force intact addressing crime. The services provided by this task force are interrupted many times with other emergencies/staff shortages/vacations/illness, etc.

We firmly believe a concentrated force will be a great benefit to fighting escalating crime concerns in the listed communities.

WHEREAS across the country, 10 of 14 provinces/territories are serviced by the Royal Canadian Mounted Police and an auxiliary constable program comprised of over 1,600 Auxiliaries across Canada;

WHEREAS based on these conservative estimates, \$17.7 million will need to be allocated to replacement members if the auxiliary program is changed/eliminated, resulting in a download to municipalities;

WHEREAS auxiliary constables are trained to a high level to mitigate risks, and desire to work with the national RCMP to respond to and to mitigate the risks identified versus seeing the program reduced in scope;

WHEREAS auxiliary RCMP members are similar to municipal Peace Officers, who are unarmed community policing members that are enabled to respond to many municipal enforcement matters;

WHEREAS changes to the auxiliary program have been introduced which propose to remove the Peace Officer status;

WHEREAS without assistance from the auxiliary constables, municipalities could see an increased demands on the RCMP and related budgetary requirements;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association advocate to the Solicitor General of Alberta to support the continuance of the auxiliary constable program.

BACKGROUND:

Auxiliary constables are community members that are able to provide neighborhood and community insights and assist in peak periods as a second member in a police car, which helps to reduce crime. They help to bring RCMP and the community together and provide Peace Officer services to events such as Canada Day, bike rodeos, safety talks and events anywhere in the province where there are RCMP. They also provide key supports to events such as floods, fires and tornados.

Each auxiliary constable gives at minimum 160 hours a year, which equates to 256,000 hours and is equivalent to an additional 127 members across the country. Across the province there are over 300 auxiliary constables with each member contributing a minimum of 160 hours per year for a minimum contribution of 52,000 provincial with minimal cost to the taxpayers. For example, in Red Deer, there are 14 current auxiliary constables contributing a minimum of 160 hours per year and many contributing up to 400 hours per year.

Changes to the auxiliary program have been introduced which propose to remove the Peace Officer status and focus on non-enforcement duties such as attending community events and assisting in training.

WHEREAS many Alberta municipalities have contracted the Royal Canadian Mounted Police (RCMP) for the provision of policing services;

WHEREAS police services take up a significant portion of operating dollars in larger municipalities;

WHEREAS municipalities over 5000 residents pay significantly more for policing than those under 5000 residents;

WHEREAS the unfair policing model creates a gap between those that pay for policing services and those that do not;

WHEREAS many municipalities receive grant funding from the Province of Alberta through the Municipal Policing Assistance Grant that does not cover the full cost of an RCMP member;

WHEREAS it is to the benefit of all municipalities to increase community safety in their towns and cities by ensuring RCMP members are being funded appropriately by the Province of Alberta;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association urge the Government of Alberta to develop a more fair and equitable funding strategy to eliminate the operating gap of RCMP services between large municipalities and small municipalities;

AND FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association urge the Government of Alberta to provide municipalities the full cost of an RCMP member to eliminate the shortfall costs per member to be placed on the municipality.

BACKGROUND:

Many municipalities have contracted policing services through the Royal Canadian Mounted Police (RCMP). Any municipality with over 5000 residents is responsible for paying for 90% of these policing costs with a 10% subsidization coming from the Province of Alberta. In large municipalities, the required funding to pay for policing services is significant and the burden is often passed onto the tax payer. In contrast, municipalities with less than 5000 residents do not have to pay for their police. This funding model creates a unique and unfair divide between larger municipalities and smaller municipalities. Furthermore, when the municipality receives funding from the Province of Alberta through the Municipal Policing Assistance Grant, the funding received is not adequate to offset the full costs of the RCMP members. Municipalities must provide additional funding to accommodate these additional officers in order to receive this grant.

WHEREAS in the 2016 federal budget, the Government of Canada announced a new funding program for infrastructure of \$120 billion over ten years. In phase one, this will be distributed as follows:

- Public Transit Infrastructure Fund of \$3.4 billion to be allocated to municipalities based on ridership
- A plan to invest \$5 billion in Green Infrastructure
- Social infrastructure fund of \$3.4 billion for important community infrastructure such as housing, recreation and cultural facilities;

WHEREAS municipalities own close to 60% of the infrastructure in communities which creates economic possibility, healthy communities and long term national prosperity;

WHEREAS due to the Canadian constitutional framework, the federal government must work through the provincial government to provide funding to municipalities;

WHEREAS federal municipal funding agreements are subject to federal-provincial bilateral agreements;

WHEREAS these bilateral funding agreements will articulate the criteria, method and timing for the distribution of federal funds to municipalities and these agreements are currently being negotiated;

WHEREAS provincial governments in Alberta have taken a greater role in determining the funding formula or selection criteria for municipal projects to be funded by federal programs;

WHEREAS in past bilateral agreements affecting federal funding of municipal priorities, local community projects, which may have met the federal criteria, may not have been funded because they did not meet the provincial criteria that was added;

WHEREAS funding formulas should be done in a way that ensures that funding flows quickly to communities using a clear mechanism;

WHEREAS municipalities are in the best position to determine funding priorities in their community based on community engagement, strategic plans and capital budgets;

WHEREAS municipalities should be involved with the province and federal government in determining the content of the bilateral agreement so that the agreement matches the outcomes of the federal budget announcement and reflects the municipal context;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association advocate to the federal and provincial government to participate in the development of these important bilateral agreements for the federal infrastructure fund.

BACKGROUND:

Public Transit: <http://news.gc.ca/web/article-en.do?nid=1047459>

Green Infrastructure: <http://news.gc.ca/web/article-en.do?nid=1046989>

Infrastructure: <http://news.gc.ca/web/article-en.do?nid=1046009>

WHEREAS there are many complaints with regards to noisy vehicles and or/vehicles with modified exhaust systems throughout the province;

WHEREAS the province is responsible for establishing guidelines for controlling operational noise levels of many consumer products, equipment and vehicles;

WHEREAS vehicle noise violations are challenging to enforce due to the subjectivity and discretion of the current provincial law;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association ask the Province of Alberta to establish provincial standards with respect to noise produced in connection with a vehicle, define what constitutes an objectionable noise and establish a consistent method of determining or measuring noise, and prohibiting the use or operation of a vehicle that emits a noise above an established and regulated level.

BACKGROUND:

A number of municipalities across the province are challenged to find a solution to the enforcement of excess vehicle noise in their municipality without the establishment of a local bylaw.

The following are the areas that the Alberta Traffic Safety Act addresses vehicle noise:

**Alberta Traffic Safety Act - Use of Highway and Rules of the Road
Regulation**

Section 82 A person shall not create or cause the emission of any loud and unnecessary noise

(a) from a vehicle or any part of it, or

(b) from any thing or substance that the vehicle or a part of the vehicle comes into contact with.

Section 87 A person driving a vehicle shall not, during the period of time commencing at 10 p.m. and terminating at the following 7 a.m., drive the vehicle on a highway in a residential area in a manner that unduly disturbs the residents of the residential area.

Section 115 (2) A person shall not do any of the following: (e) perform or engage in any stunt or other activity that is likely to distract, startle or interfere with users of the highway; (f) drive a vehicle so as to perform or engage in any stunt or other activity on a highway that is likely to distract, startle or interfere with other users of the highway.

Alberta Traffic Safety Act - Vehicle Equipment Regulations

Section 61 (1) A motor vehicle propelled by an internal combustion engine must have an exhaust muffler that is cooling and expelling the exhaust gases from the engine without excessive noise and without producing flames or sparks.

(2) A person shall not drive or operate a motor vehicle propelled by an internal combustion engine if the exhaust outlet of the muffler has been widened.

(3) A person shall not drive or operate a motor vehicle propelled by an internal combustion engine if a device is attached to the exhaust system or the muffler that increases the noise made by the expulsion of gases from the engine or allows a flame to be ignited from the exhaust system.

(4) This section applies to a power bicycle that is propelled by an internal combustion engine.

The limitations of these sections of Traffic Safety act is based on the subjectivity of what is considered excessive noise. There are no specific sound measurements included in the Traffic Safety Act that outline what is illegal; this leads to the challenge of enforcement of this portion(s) of the Traffic Safety Act and is based on a subjective interpretation of excessive noise by the officer. Municipalities across the province are attempting to address this concern on an individual basis through municipal bylaws. However the discretionary judgement of what is considered excessive noise is still subjective and has led to many cases being thrown out in the judicial system.

Other pieces of legislation apply but also are challenged in the area of enforcement and/or charges being upheld in the courts:

Community Standards Bylaw 3383/2007 states:

(1) No person shall cause or permit any noise that annoys or disturbs the peace of any other person.

(2) No person shall permit property that they own or control to be used so that noise from the property annoys or disturbs the peace of any other person.

(3) No person shall yell, scream, or swear in any public place.

(4) In determining what constitutes noise likely to annoy or disturb the peace of other persons, consideration may be given, but is not limited to:

- a) type, volume and duration of the sound;
- b) time of day and day of the week;
- c) nature and use of the surrounding area.

<http://www.reddeer.ca/media/reddeerca/city-government/bylaws/Community-Standards-Bylaw-3383-2007.pdf>

Criminal Code of Canada states s. 175. (1) Everyone who (d) disturbs the peace and quiet of the occupants of a dwelling-house by discharging firearms or by other disorderly conduct in a public place or who, not being an occupant of a dwelling-house comprised in a particular building or structure, disturbs the peace and quiet of the occupants of a dwelling-house comprised in the building or structure by discharging firearms or by other disorderly conduct in any part of a building or structure to which, at the time of such conduct, the occupants of two or more dwelling-houses comprised in the building or structure have access as of a right or by invitation, express or implied; is guilty of an offence punishable on summary conviction.

WHEREAS establishing a fibre optic network is essential for the provision of high speed internet services within Alberta and is a foundation for future economic development, economic diversification and community sustainability priorities;

WHEREAS the Province of Alberta has invested in fibre optic infrastructure backbone – the Alberta SuperNet - that connects communities across Alberta;

WHEREAS the cost to transmit over Alberta’s SuperNet infrastructure continues to be cost-prohibitive to municipalities;

WHEREAS many communities continue to be underserved by internet providers;

WHEREAS Alberta municipalities are launching initiatives that leverage network-based technologies to strategically improve services to residents and businesses;

WHEREAS the success of these initiatives is reliant upon the availability of high bandwidth internet connectivity and connections to and between facilities and other local infrastructure;

WHEREAS the Canadian Internet Registration Authority has released an internet performance report, which places Alberta second lowest among the provinces and territories for internet download speed;

WHEREAS the Cybera organization has studied and identified the lack of adequate broadband access, affordability and speed as a major deterrent to the future development of Alberta;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Provincial Government include municipalities as a key stakeholder in the development of broadband infrastructure policies and programs;

AND FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Provincial Government provide direct funding and support to municipalities in ensuring affordable access to, or the development of, high speed (100 mb/s and faster) community network infrastructure in priority employment and other urban areas.

BACKGROUND:

The City of St. Albert has launched a Smart City initiative, with the intention of leveraging technologies to strategically improve municipal efficiency, economic development and community services. The success of this endeavour will be reliant upon the availability of high bandwidth Internet connectivity as well as network connections to and between City facilities and other infrastructure.

In 2015, St. Albert has also queried its resident and business community to benchmark the current state of local Internet services and to project future needs. Findings indicate that most parts of St. Albert are

experiencing low Internet speeds, that many residents and businesses are not satisfied with the cost or value of their service, and that many anticipate a need for increased bandwidth requirements over the next five years. Furthermore, survey responses indicated a low level of confidence that the required bandwidth will be made available by incumbent telecommunications providers when needed. The Canadian Internet Registration Authority (CIRA) released a report April 2016 on “Canada’s Internet Performance: National, Provincial and Municipal Analysis”. With respect to download speed, Canada is ranked 21st globally. Within Canada, Alberta has the second slowest download speed and Edmonton is ranked 21st out of 25 Canadian Cities on the basis of internet speed, quality and future-readiness.

Specific to municipalities, the Cybera organization pointed out in a submission to the CRTC that “despite the existence of the SuperNet, broadband connectivity and affordability in Alberta remains a significant barrier for many public sector organizations to participate in the digital economy.”

The Government of Alberta and Government of Canada have both recently initiated consultations on broadband policy. The Government of Alberta is undergoing a review of SuperNet service and management and the Canadian Radio Television and Communications Commission (CRTC) is conducting a review of its policies and standards with respect to Canada’s broadband services in order to be in step with the future and the changing needs of Canadians.

This is the first time this resolution has been submitted by the City of St. Albert. There was an AUMA resolution passed in 2015 with respect to “Review of broadband internet availability in Alberta”. However, this proposed resolution differs from the former in the following ways:

- 1) It proposes to entrench municipalities as a recognized stakeholder in the development of policies and programs;
- 2) It requests direct funding and support from the Provincial government;
- 3) It includes economic development and employment areas as key objectives/investment locations; and
- 4) It recognizes the unique needs of urban areas and their position at the heart of Alberta’s economic future.

WHEREAS Provincial Operating Grants for Library Systems do not provide sufficient funding capacity for sizeable capital projects such as the repair, expansion or replacement of headquarters' facilities;

WHEREAS legislation for Alberta Libraries does not allow Library Systems to borrow money to acquire real property for the purposes of a building to be used as a headquarters of a Library System or for erecting, repairing, furnishing and equipping a building to be used as the headquarters of a Library System;

WHEREAS Library Systems need adequately sized and safe, well-maintained facilities to effectively perform the functions that are defined in the Alberta Libraries Act, including resource sharing and supporting bibliographic and IT network and infrastructure in public libraries;

WHEREAS Library Systems exist to ensure Albertans have equitable and seamless access to library resources through a robust Public Library Network supported by the Province of Alberta and comprised of a provincial policy framework and technological infrastructure;

WHEREAS Library Systems exist to support quality services and resources in public libraries for all Albertans and to contribute to sustainable communities in Alberta, especially in rural and remote communities;

WHEREAS Library Systems are exemplary bridges to collaboration among municipalities and among other Library Systems to ensure that resources are shared and value is augmented;

WHEREAS Public Libraries provide a universal and low-cost point of access to information for Albertans of all ages, in all regions of the province, who are pursuing knowledge and information needed for success in education, business, career development, job security and personal projects;

WHEREAS Public Libraries and the Public Library Network provide resources to develop a full range of literacy skills for Albertans of all ages, in all regions of the province;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the relevant Provincial Departments (currently Municipal Affairs and Infrastructure) develop the necessary legislation, policy and procedures to enable Alberta's Library Systems to acquire capital funding to repair, expand or replace their headquarters facilities.

BACKGROUND:

The Alberta *Libraries Act* provides the legal framework for public library service in Alberta. **Library Systems**, which deliver services and support on a regional level, are also created under the *Libraries Act*.

It must be clear that the purpose of this resolution is specifically to enable borrowing powers for the seven Regional Library Systems in Alberta, representing 310 municipalities and 1,433,722 Albertans.

Library Systems were established by the Alberta Government, with the first coming into existence over 50 years ago. With the exception of four or five municipalities, all municipalities in Alberta are members of a Library System as designated in the Alberta Libraries Act.

Municipal Affairs strongly encourages municipalities to belong to Library Systems to pool resources, to maximize efficiency and purchasing power, and to participate in the Public Library Network. The Public Library Network is a provincial policy framework and a technological infrastructure that facilitates cooperation in efficient, effective and seamless delivery of library resources and services to all Albertans. The network is coordinated and supported by Alberta Municipal Affairs through the Public Library Services Branch. In turn, Library Systems are the gateway to providing public library services defined in this official Public Library Network policy through support to municipal libraries and provision of service directly to residents.

Regional Library Systems are not-for-profit public library service providers serving multiple municipalities. Municipalities and school authorities can join Library systems in compliance with the Act. There are over 300 municipalities that are members of Library Systems and whose residents are direct recipients of public library services that are purchased and managed by the seven regional Library Systems. Every member municipality appoints a trustee who has a seat and a vote on one of the seven Library System boards. These seven Library Systems provide service and support to over 270 public libraries in Alberta.

It is highly unlikely that municipalities would ever withdraw from their Library System because that would mean that their residents would no longer have access to the majority of public library services that are delivered through a computer system or via the internet. No municipality has withdrawn from any Library System within the last ten years. Every municipality that has joined a Library System signs a Library System agreement and then gets official permission to join the Library System from the Minister.

Library Systems are funded by a combination of municipal levies and provincial library grants. Overall, the funding from provincial grants and municipal levies has not been sufficient and has not kept pace with inflationary trends to provide adequate reserves for substantial repairs, expansion or replacement of headquarters' facilities. Library Systems do not have access to grant funding in the same way that a municipal library has because Library Systems do not have a relationship with only one municipality. It would take considerable effort and good fortune to get all the municipalities that are members of a Library System (which would be required) to agree to support a major grant application. A major grant ask may mean that a local library or organization might have to do without.

As it stands, the Alberta Libraries Act specifies that Library Systems cannot directly borrow for capital projects, as stated as follows in Section 24 of the Act:

(24) A municipality or a school authority that is a party to an agreement described in section 13 may, with the approval of the Minister, borrow money to acquire real property for the purposes of a building to be used as the headquarters of a library system or for erecting, repairing, furnishing and equipping a building to be used as the headquarters of a library system, and section 10(2) and (3) apply to the borrowing of the money.

The Libraries Regulation within the Libraries Act does not include language about borrowing money or capital funding. It does state, however, that the Library Systems must be able to deliver services and resources to its members and have a "provision for expansion of the Library System to all jurisdictions with the prescribed

boundaries” (Section 25(1)(k)). The ability of public libraries to provide current relevant library service could be negatively impacted if the regional system headquarters facility has continued restricted access to capital funding.

There is language in the Libraries Act that refers to Municipal Libraries (Section 10(1)), and **not to Library Systems**. Section 10 under Municipal Libraries states that “When money is required for the purpose of acquiring real property for the purposes of a building to be used as a municipal library or for erecting, repairing, furnishing and equipping a building to be used as a municipal library, the council may, at the request of the municipal board, take all necessary steps to furnish the money requested or the portion of it that the council considers expedient. (2) Money approved by the council under subsection (1) may be borrowed by the council under the authority of a bylaw and on the RSA 2000 Section 10.1 Chapter L-11 LIBRARIES ACT 7.

Any given Municipal Council may be unable to, or unwilling to, borrow money on behalf of a Library System if the municipality does not have borrowing capacity, or there are other priorities and local needs.

Before borrowing, a library system such as Marigold would ensure that a special per capita levy of a modest amount would be accepted by its members over a set number of years. This added revenue would be used to pay back the loan.

Other options for funding have been investigated and found to be unsuitable, including Alberta Capital Management Agency loans. AGCL has indicated that Library Systems do not qualify for casinos even if they have a Friends Organization. Grants typically need matching funds. It is unlikely that library systems would have the ability to save sufficient funds to match a grant, if it were available, in amounts exceeding one million dollars. For example, Marigold Library System has saved \$1.6 million dollars over ten years in a capital reserve that is intended for a major expansion or replacement of its 60-year-old building. This facility, once an armory, is undersized and has aging and inadequate facility infrastructure. Marigold is now serving a population that has increased 2 ½ times in 10 years, making it the third largest Library System in Alberta after Calgary and Edmonton (based on resident population). Library System services such as on-site technology training and IT network support are compromised by the limited size of the present facility.

With populations that have fluctuated throughout Alberta’s municipalities, (some populations growing rapidly while others are declining), and provincial funding that has not kept up with population growth or service diversification on a regular basis, it is difficult to engage in any long term financial planning. Not only does this threaten the sustainability of Library Systems and endanger the provision of and access to valuable programs and services available to all Albertans, it makes it virtually impossible to build capital assets and capacity to meet the service delivery expectations of the province or of Albertans who use these services.

Leaders of the Library Systems have appealed to the provincial government for capital funding in writing and in person for more than five years. Library System Chairs have also requested a list of ways to raise capital funds. A spokesperson representing the Chairs of the seven Library Systems made a request to the Minister of Municipal Affairs on January 13, 2016 for the Province to provide capital funding for headquarter repair, expansion or relocation so that Library Systems can continue to serve and support the robust Public Library Network throughout the province of Alberta.

It was requested that the Minister report back on how and from whom the seven Library Systems can acquire sufficient capital funding through eligible grants and by borrowing money. Also requested was that the

Alberta Libraries Act be reviewed and that more immediate funding solutions be provided before urgent infrastructure deficits faced by several Library Systems becomes an impediment to delivering the expected service outcomes of the Province and the respective Agreements with member municipalities.

At the January 13, 2016 meeting, the Minister of Municipal Affairs acknowledged that Library System operating grants are not sufficient for Library Systems to save funds for capital projects. Minister Larivee recommended submitting the capital requests to Alberta Infrastructure. The Public Library Services Branch has been doing this for five years. Regional Library Systems are listed as Unfunded Capital Projects as of April 14, 2016, in Alberta's *Fiscal Plan: Capital Plan*; however there are many provincial projects that are deemed more urgent and fund-worthy. The indeterminate timeline for funding could be years away.

Public Libraries in Alberta are thriving. Cardholder numbers and library use is increasing in both traditional and emerging library service areas. Access to public libraries is increasingly being seen by Albertans as an essential service. This is particularly evident during any economic decline when Albertans depend on public libraries for access to technology, affordable information and recreation, literacy training, job searching and career development resources, exam invigilation, social interaction and much more.

Public libraries in every community are valued by residents as the gathering place for their community. In small, rural and remote communities, the public library is an important symbol of that community's viability and sustainability. Library Systems consolidate services and resources to ensure that all public libraries in large and small communities have the best value and the best opportunities to thrive. Library Systems provide the means to ensure that the Public Library Network remains strong and that public libraries throughout Alberta are providing relevant, vital and cost effective public library services to Albertans.

2016 Policy and Resolutions book

Category Targeted Scope

AUMA Resolutions Policy:

The **Targeted Scope** category contains resolutions that address matters of significance to all or most municipalities located in one area of the province or municipal members of a similar size.

1 resolution is recommended under this category.

WHEREAS sourcing of natural gas is a high priority for towns, villages and natural gas co-ops in Alberta in order to serve our residents;

WHEREAS high volumes of natural gas are available through privately-owned pipelines;

WHEREAS towns, villages and gas co-ops use privately-owned, high-pressure pipelines to supply natural gas to their customers and constituents;

WHEREAS some privately-owned pipelines are being abandoned because they are no longer viable for the owner;

WHEREAS towns, villages and gas co-ops face additional costs and uncertainties because of these abandonments;

WHEREAS these uncertainties limit cost-effective planning and expansion of natural gas systems for towns, villages and gas co-ops at a reasonable cost;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association, in conjunction with the Federation of Alberta Gas Co-ops and Gas Alberta, request the governments of Canada and Alberta to develop legislation for their respective regulatory bodies that will provide greater consultation between pipeline owners and municipalities and mandate cooperative measures for the transfer of ownership, as well as to provide financial assistance to maintain certainty of access to natural gas pipelines for town, villages, cities and gas co-ops in Alberta.

BACKGROUND:

TransCanada and other companies are the current owners of Alberta Gas Trunk Line (AGTL)/Nova pipeline facilities buried across Alberta generations ago.

Across Alberta, many towns, villages and natural gas cooperatives have used these pipelines and facilities to supply natural gas to their communities. Many of these pipelines have become uneconomic to operate for TransCanada and are being scheduled for closure and abandonment. Some of these are located in Lac La Biche County.

If these abandonments are allowed to continue, Albertans in towns and villages will have to absorb additional costs for new infrastructure to replace the abandoned pipelines. In Lac La Biche County's case, a potential line abandonment will:

- Cost the local gas co-operative \$410,000 for a new regulating/metering/odourizing station plus pipeline costs to the new location; and
- Limit any expansion of the Hamlet of Lac La Biche's natural gas system for future needs.

Memo

Date: August 15, 2016
From: Director of Planning & Engineering
To: Redcliff Town Council
Re: Off-site Levies

Administration met with the development industry on August 10, 2016 to review the Off-site Levies Policy 130 and the supporting documents.

- There was a representative of the Urban Development Institute (UDI) at the meeting.
- No serious questions were raised at the meeting.

M. Sissons was not able to attend the meeting. Administration will be meeting with him on August 18, 2016.

Another developer has requested a meeting to review the documents. We are attempting to arrange this meeting for the week of August 15, 2016.

The proposed process to arrive at the Third and Final reading of the Off-Site Levies Bylaw 1829/2016 is:

1. Consolidate comments and prepare a report to Council on the public consultation.
2. At the September 12th 2016 regular meeting of Council, Administration will plan to:
 - Bring the Off-Site Levies Bylaw 1829/2016 to Council for Third and Final reading,
 - Bring the Off-site Levies Policy 130 to Council for adoption.

Municipal Manager Report to Council

August 15, 2016

On-going Projects

- Service Tracker/E-service request is regularly monitored in an effort to respond to residents that submit e-service requests through the Town website (using the on-line services tab).
- Working with Planning and Engineering and Legislative and Land Services to implement organizational changes. Have filled the GIS/Mapping Technician vacancy.
- Began reviewing the designated officer's bylaw. This bylaw needs to be updated so that it is in concert with some recent and near future organizational changes.
- Continued work with Planning and Engineering with regard to the Off-site Levy project. Attended the development industry public consultation question and answer session.
- Reviewed MoosePower lease template and provided initial comment to MoosePower. I have further discussed these comments with them and generally they didn't appear to have any significant concerns with my initial review. Next steps are to get legal review on the document and negotiate relevant monetary items.

Day to Day Responsibilities

- Legal file work continues (strive to update council on a regular basis).
- Council meeting preparation and RFD Review.
- Human Resource issues/correspondence with CUPE (prepared for and hosted a labour management committee meeting).
- Service Tracker/E-service request is regularly monitored in an effort to respond to residents that submit e-service requests through the Town website (using the on-line services tab).
- Assisted with responding to media inquiries as they arose.
- July 20 – Met with Cypress Courier to discuss the now available e-service requests feature on the website.
- July 22-23 – out of the office.
- July 27 – met with Riverview Golf course to discuss their potential driving range proposal.
- July 28 – Labour management Committee Meeting with CUPE.
- August 2-5 – Worked the majority of this week out in the front/reception area in an effort to become more familiar with office workflow in an effort to identify potential efficiencies.
- August 10 – attended the development industry public consultation session with regard to the offsite levy bylaw project.

COMMUNITY & PROTECTIVE SERVICES

Parks and Recreation

- Completed temporary repairs to the water park at Lions Park.
- Playground inspections completed. Repairs required have been about 80% completed.
- Pathways have been sprayed and groomed.

- Trees have been cut down and/or trimmed at Lions Park.
- Trees along 3rd Street have been trimmed.
- All facilities and grounds have been sprayed.
- Boards have been cleaned at the Rec-tangle in preparation for hockey.
- Memorial bench has been completed with another in process.
- Lobby has been painted at the Rec-tangle.
- Seniors Centre floor stripping and waxing has been partially completed.
- Arranging for ice plant rebuild in preparation for hockey and ice season.
- Trees at River Valley Park and along the pathways have been trimmed.
- Board repairs at the Rec-tangle have been completed.
- Building additional storage at the Rec-tangle is in process.
- Boiler at the pool has been patched up and should work until the end of the season.
- Major repairs to the irrigation service at the cemetery have been started.
- Major repairs to the irrigation service at Lions Park are being planned for the 2017 budget discussion.

Community Services and Special Events

- Penny Carnival, on July 13, was held in the Rec-Tangle due to weather concerns. This worked out well because we were able to set up in advance and the participants liked it because it was somewhat cooler. Great support from other agencies and volunteers. Well attended.
- Summer programs – summer programs started the second week in July. Mondays are for 3 - 5 years and Wednesdays are for 6 - 12 years. Both programs are from 1 – 3 pm at Lions Park, unless the weather is poor, then it moves to the Rec-Tangle. Participants register for this program one day at a time but many have registered for the rest of the summer.
- Gospel Jamboree – The Town of Redcliff supported the 3rd Annual Gospel Jamboree event by providing a stage; Lions Park camp kitchen; free advertising and additional assistance. Organizers estimate that there were approximately 300 people in attendance this year.
- Reorganizing storage – storage area at the Firehall was reorganized and inventory completed.
- Planning for 105th Anniversary (June 2017) has started: activity planning; budgeting; parade.
- The majority of the planning for Fall programs is complete.
Working with business partnerships “Who’s on Third” to build upon the 2016 Redcliff Days experience, and future potential.

Bylaw Enforcement:

Reporting Periods: 2016 July

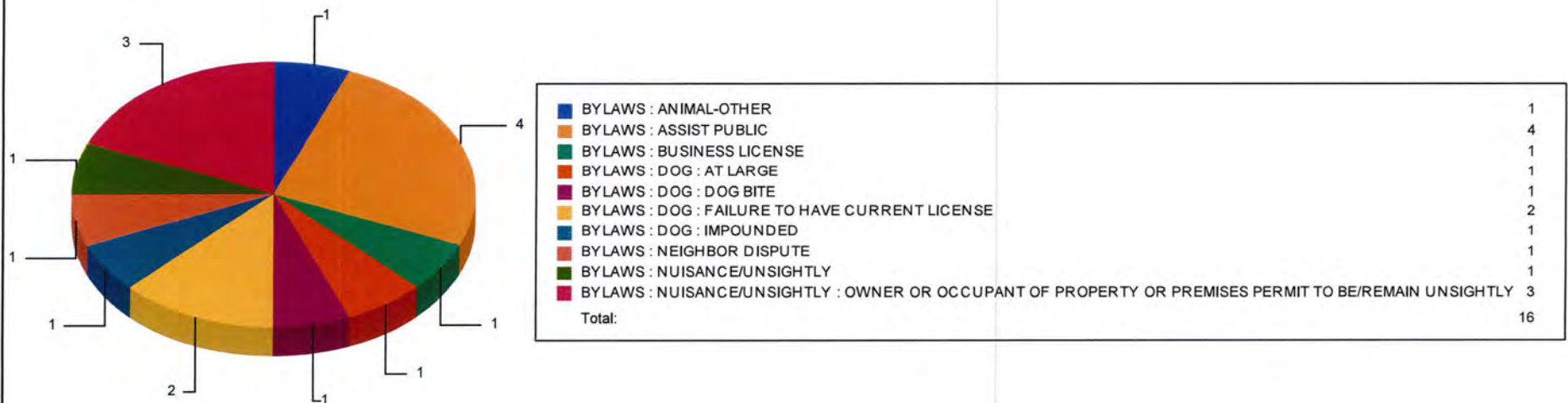
Attached Report

Town of Redcliff

MONTHLY REPORT Statistics from Occurred Date: 7/1/2016 12:00:00AM to 7/31/2016 11:59:59PM

Case Report

Count of Incident Types



BYLAWS : ANIMAL-OTHER: 1 6%

Case Report

BYLAWS : ASSIST PUBLIC: 4 22%

BYLAWS : BUSINESS LICENSE: 1 6%

BYLAWS : DOG : AT LARGE: 1 6%

BYLAWS : DOG : DOG BITE: 1 6%

BYLAWS : DOG : FAILURE TO HAVE CURRENT LICENSE: 2 11%

BYLAWS : DOG : IMPOUNDED: 1 6%

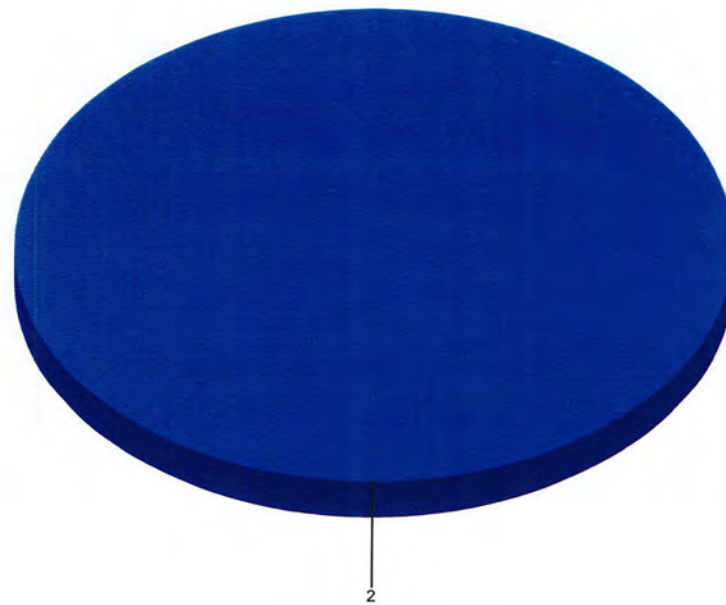
BYLAWS : NEIGHBOR DISPUTE: 1 6%

BYLAWS : NUISANCE/UNSIGHTLY: 1 6%

BYLAWS : NUISANCE/UNSIGHTLY : OWNER OR OCCUPANT OF PROPERTY OR PREMISES PERMIT TO BE/REMAIN UNSIGHTLY: 3 17%

Case Report

Count of Incident Types



■ BYLAWS : TRAFFIC : PARKING	2
Total:	2

BYLAWS : TRAFFIC : PARKING: 2 11%

Grand Total: 100.00% Total # of Incident Types Reported: 18

PUBLIC SERVICES

Water and Sewer Utilities:

- Utility Services have:
 - continue to trouble shooting issues at the new water plant;
 - been installing several radio reads for use with new meter reading equipment;
 - completed camera jobs as requested;
 - completed many sign and sign offs;
 - repaired meters around town.

Municipal Works:

- Municipal Works have:
 - repaired Garbage bins with lid repairs and painting (ongoing);
 - cleaned up alleys;
 - replaced or repaired multiple signs around town;
 - painted public service offices walls;
 - been filling pot holes around town;
 - drained down the Dirkson Drive storm pond;
 - been mowing and trimming around town;
 - conducted several interments at the cemetery;
 - been hauling gravel for stock pile in yard;
 - bladed gravel roads and alleys in town;
 - been landscaping around trash containers in the alleys;
 - been weed spraying on town property;
 - helped mow at the landfill;
 - completed Hydro vaccing lines for upcoming jobs;
 - started Monument leveling and straightening at the cemetery.

Landfill:

- Landfill staff have been:
 - Picking up litter along the fence line (ongoing task);
 - mowing and trimming around landfill;
 - new employee training is ongoing;
 - building up the ramp into the landfill tipping area;
 - maintaining landfill site in accordance with current approval.

Planning and Engineering:

Priorities:

- Off-site Levy Bylaw, Policy and Back-up Information.
- RFP for back-up power and SCADA systems at two lift stations.
- RFP for safety code services.
- Policy 52 revision.
- Drainage Bylaw Revision.
- MDP Update.

Planning:

- Completion of the unfilled boxes of documents is underway using department admin staff.
- Updated the list of LUB issues that require addressing.
- Unpaid Intern is finished his internship. The revised MDP needs to be reviewed by council followed by appropriate public consultation.
- Farwest was granted a subdivision extension 2014 SUB 02.
- Farwest construction plans were approved on July 27, 2016.
- Farwest service agreement for 2014 SUB 02 yet to be initiated.

Engineering:

- Off-site Levy Bylaw and Background Report: A meeting was held with the development industry on August 10, 2016 to review the policy and background documents.

Studies:

- On-going flow monitoring data capture in the NW lift station catchment area with the assistance of Public Service staff.
- Civiltec Consulting has been provided comments on their report for the 3rd Ave sewer lift station. Need to follow up with Civiltec on getting the final report.
- Riverview Groundwater: WSP installed monitoring wells the week of June 13. Met with resident onsite and reviewed some high ground water issues. Need to follow up with WSP for the report.

Capital Projects:

- Slope Remediation Kipling & Westside Subdivisions: Slope Remediation South of Kipling Subdivision-Phase 3: The contractor has completed work and only has a few minor deficiencies to correct. Substantial completion was issued on June 9, 2016. Weeds were mowed. The consultant has asked for additional budget and was told it will only be considered after the final invoice is received from the contractor.
- Water Treatment Plant Construction: There are a number of deficiencies still left to be completed prior to officially issuing a completion certificate. MPEco has been given Substantial Performance as of March 1.

- Northside Functional Servicing Report: Engineering Department reviewed the third draft of sanitary servicing and sent comments to Scheffer Andrew. The Town's Engineering Department has been advised by Scheffer Andrew to expect a Final report.

FINANCE AND ADMINISTRATION

- Utility Preauthorized Payment Function (Utility PAP) has been set up in our financial system, any person who owns a utility account with the Town of Redcliff, and whose utility account balance is at zero and in good standing may elect to enter into a Utility PAP agreement with the Town any time during the year. The Utility PAP form is on the Town's website and also at the Town office's front desk.
- General ledger accounts between the Town and Landfill have been split, accounts payable and receivable invoices for the Town and the Landfill are now separately inputted; a new cash receipt terminal for Landfill has been purchased; the Servus Credit Union is dedicated to Landfill. Any issues following the split will be dealt with as they come.
- Continuous work with Management Report in developing various different financial reports for management's use in an effort to maximize financial management capacity.

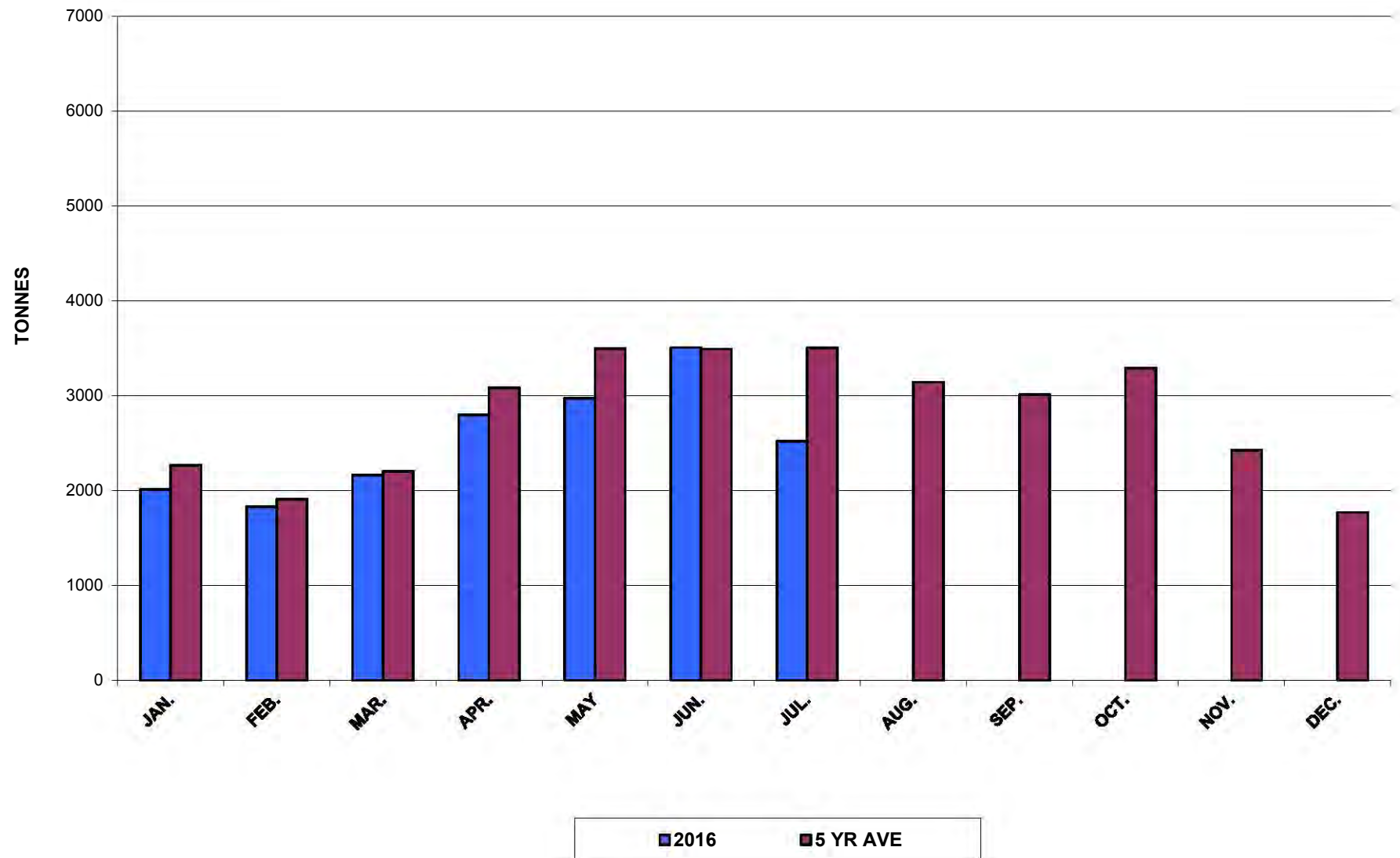
MAYOR'S REPORT TO COUNCIL
August 15, 2016

June 9, 2016	Attend Community Foundation Presentation at the Esplanade
June 16, 2016	Attend Mayor's Caucus in Olds, Alberta. Round table discussions were held on the New Municipal Government Act Review
June 21, 2016	Attend Wild Horse Border Crossing meeting at Medicine Hat City Hall. I am quite pleased with all of the progress this committee has achieved thus far, on both sides of the Border, although there still remain some challenges.
June 22, 2016	Councillors Steinke, Crozier, Brown and I attended the Economic Development Alliance AGM in Bow Island. I feel the EDA Committee as a whole is very vibrant and making in-roads.
June 29, 2016	Attended Palliser Economic Partnership AGM at the Medicine Hat Lodge
July 1, 2016	Canada Day Celebration speech at Lions Park.
July 7, 2016	Attended Municipal Planning Commission meeting as an alternate.
July 14, 2016	Attend Municipal Government Act Review at Southside Event Centre in Medicine Hat. I had the privilege of dialoguing with the Municipal Affairs Minister, Danielle Larivee prior to the AGM.
July 27, 2016	Attend 670 Mountain Bike Club Grant presentation from the District Co-op Representative.
July 28, 2016	Medicine Hat Exhibition Parade Participation.

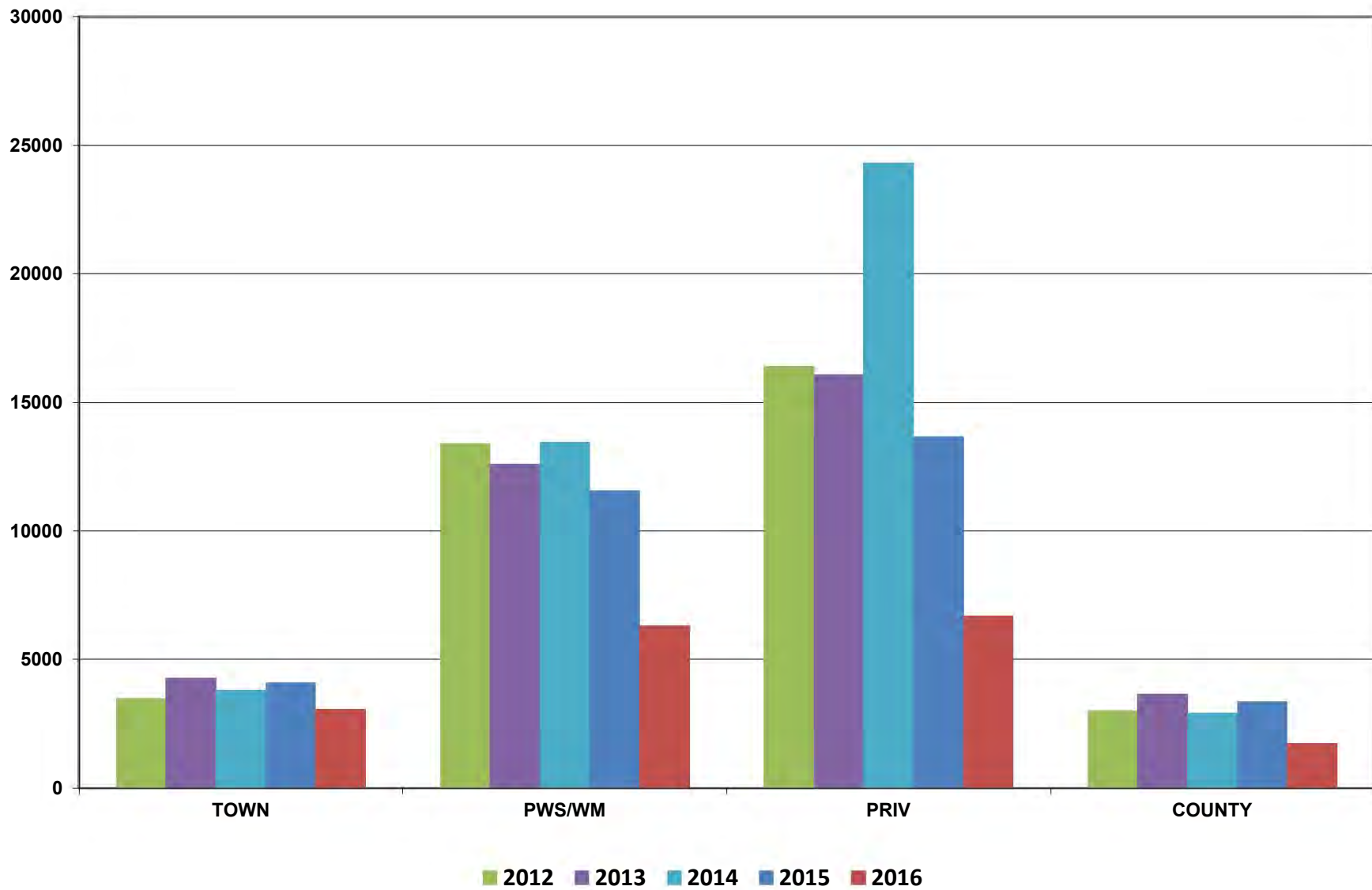
Upcoming Events:

August 24, 2016	Attend ATB Client Appreciation Event at the Esplanade.
August 25, 2016	Physician Attraction and Retention meeting Chamber of Commerce Medicine Hat

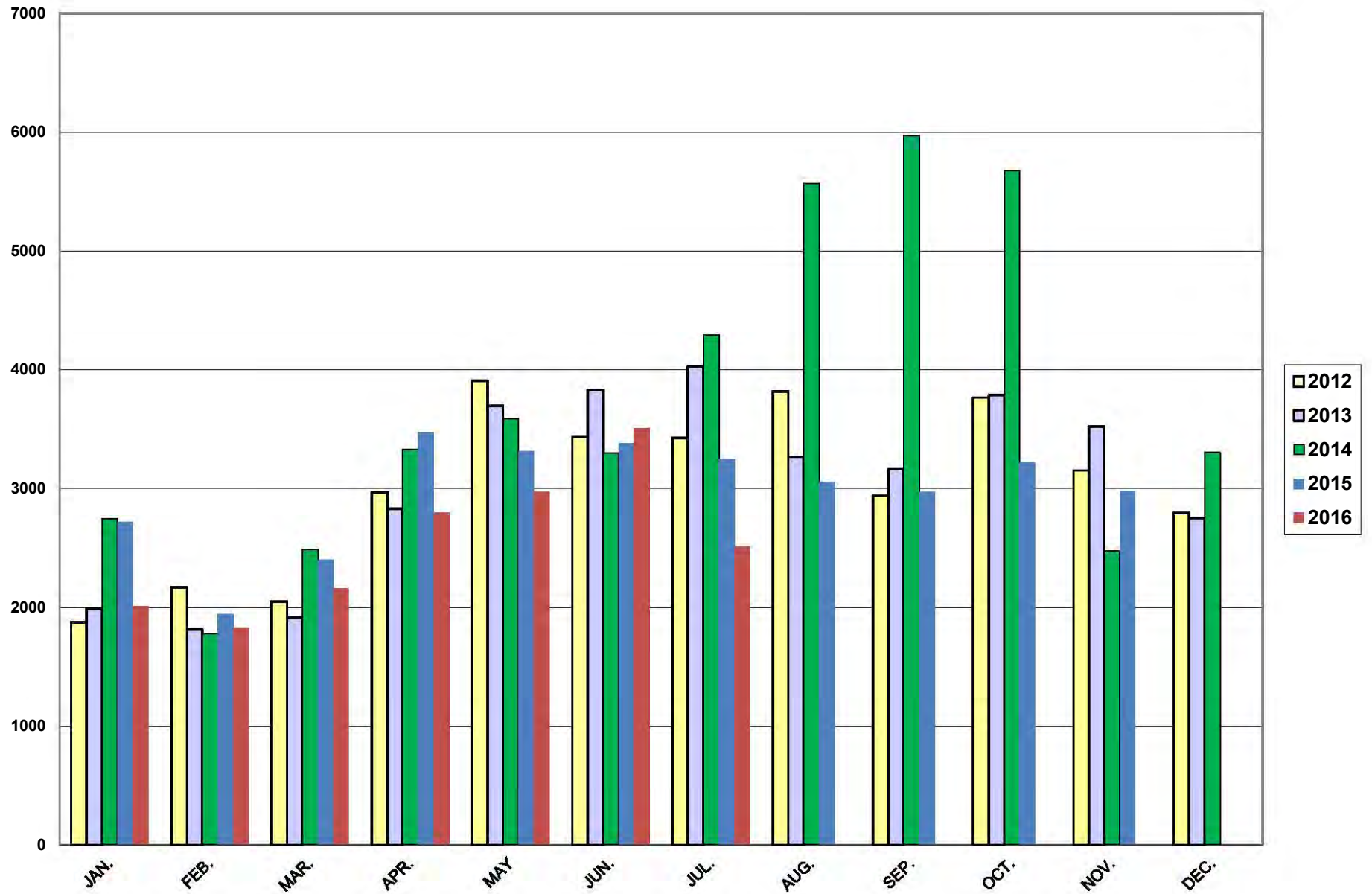
**REDCLIFF/CYPRESS REGIONAL LANDFILL
2016 VS 5 YEAR AVERAGE
TO JULY 30, 2016**



**REDCLIFF/CYPRESS REGIONAL LANDFILL
DELIVERIES BY SOURCE 2012-2016
TO JULY 30, 2016**



**REDCLIFF/CYPRESS REGIONAL LANDFILL
DELIVERIES IN TONNES 2012-2016
TO JULY 30, 2016**



COUNCIL IMPORTANT MEETINGS AND EVENTS

Date	Meeting / Event	Where / Information
September 16, 2016	Water Treatment Plant Grand Opening	Water Treatment Plant Redcliff, Alberta
September 20, 2016	Medicine Hat and Redcliff Council Dinner	Redcliff, Alberta