1. CALL TO ORDER

2. APPROVAL OF AGENDA

3. MINUTES APPROVAL
   3.1 Council General Minutes, January 29th, 2019
   3.2 Council General Minutes, February 11th, 2019

4. COUNCILLOR REPORTS

5. ADMINISTRATION REPORTS

6. DELEGATION - 9:30 A.M. - Eric Hofbauer, Director of Finance
   6.1 Bank Reconciliation - December 2018

7. DELEGATION - 10:00 A.M. - Geoff Lynch, Director of Leisure & Community Services
   7.1 Lakedell Ag. Society Public Survey
   7.2 Parks Firewood Contract Extension - Report

8. DELEGATION - 10:30 A.M. - Mike Zajac, Director of Emergency Services
   8.1 2019 Fire Guardians Update - Report
   8.2 Rescind Policy 23.1.1 (Previously 2301) - Report
   8.3 Outstanding Fire Charges – Buck Lake/Alder Flats Fire Department - Report
   8.4 Outstanding Fire Charges – Wetaskiwin Rural Fire Department - Report
9. **UNFINISHED BUSINESS**

9.1 SV Crystal Springs Request to Withdraw ltr to Alberta Municipal Affairs re ACP - Report  
   Verna Lonsdale

9.2 SV Grandview Request for Support to Approve ACP Grant - Report

10. **NEW BUSINESS**

10.1 Amendments to Association Fees Policy #12.1.13 - Report  
   Verna Lonsdale

10.2 Amendments to Arrangements for Employees and Councillors Policy #12.1.16 - Report  
   Verna Lonsdale

10.3 Amendments to Internal Trade Agreements Policy #12.4.2 - Report  
   Verna Lonsdale

10.4 Amendments to Fire Services Level of Service Policy #23.1.3 (Previously #2303) - Report

10.5 Protective Services Month End January 2019 - Reports  
   Jeff Chipley

10.6 Flagstaff County 2019 R.H. Hume Bonspiel - Report

10.7 RMA Bulletin Upcoming Courses from the EOEP, February 13, 2019 (File#3052-01)-Report  
   Carmen Reimer

10.8 RMA Bulletin – Wetland Education Network Annual Workshop (File# 3052-01)-Report  
   Carmen Reimer

11. **INFORMATION ITEMS**

11.1 RMA Contact Bulletins for January 31-February 21, 2019 - Report  
   Carmen Reimer

12. **ADJOURN**
Council General Meeting
MINUTES

Tuesday, January 29, 2019, 11:15 AM
Council Chambers
County Administration Building

Present
Reeve Terry Van de Kraats
Councillor Josh Bishop
Councillor Bill Krahn
Councillor Dale Woitt
Councillor Ken Adair
Councillor Kathy Rooyakkers
Councillor Lyle Seely

Staff Present
Rod Hawken, County Administrator
Verna Lonsdale, Recording Secretary
Naomi Finseth, Municipal Intern

1. CALL TO ORDER
The Council General Meeting for the County of Wetaskiwin No. 10 was called to order by Reeve T. Van de Kraats in the Council Chambers, of the County of Wetaskiwin Administration Office, commencing at 11:22 a.m. on January 29th, 2019.

2. APPROVAL OF AGENDA
Resolution CG20190129.001
MOVED: by Councillor L. Seely
to approve the agenda for the Council General Meeting held Tuesday, January 29th, 2019 as presented.
Carried Unanimously

3. MINUTES APPROVAL
3.1 Council General Minutes, Tuesday, December 18th, 2018 - Report
To approve the minutes of the Council General Meeting held Tuesday, December 18th, 2018 as presented.
Resolution CG20190129.002
MOVED: by Reeve T. Van de Kraats
to approve the minutes of the Council General meeting held Tuesday, December 18th, 2018 as presented.
Carried Unanimously

3. MINUTES APPROVAL
To approve the minutes of the Council General Meeting held Tuesday, January 8th, 2019 as presented.
Resolution CG20190129.003
MOVED: by Councillor K. Rooyakkers
to approve the minutes of the Council General Meeting held Tuesday, January 8th, 2019 as presented.
Carried Unanimously

8. DELEGATION - 11:00 A.M. - Dan Luymes, BDO & Eric Hofbauer, Director of Finance
A delegation consisting of Dan Luymes, BDO Canada and Eric Hofbauer, Director of Finance entered the meeting at 11:27 a.m.

8.1 Audit Engagement and Planning Letters for 2018 - Report

At the May 1, 2018 General Council Meeting Council appointed BDO Canada LLP as auditors for the 2018 year end (Call2Order Ref. Resolution #CG20180501.1004).

Dan Luymes CPA CA, from BDO Canada LLP Chartered Accountants requested an audience with Council to present the Audit Engagement Letter and the Audit Planning Report for Council. The Audit Engagement letter is the agreement between the County and the auditors that establishes the responsibilities of both parties.

By assessing risk, internal controls of the County, and materiality the Auditors determine how much work is required for the audit to allow them to attain reasonably assurance that the Financial Statements are not materially misstated.

Administration recommended that Council approve BDO Dunwoody LLP terms of the Audit Engagement Letter and receive the Audit Planning Report as information.

Resolution CG20190129.004

MOVED: by Councillor L. Seely

that Council approve BDO Dunwoody LLP terms of the Audit Engagement Letter and receive the Audit Planning letter as information.

Carried Unanimously

8.2 Budget Variance Analysis - Report

The 2018 Municipal Budget was approved at the April 17th, 2018 Council Budget meeting (Call2Order Ref. Resolution #CG20180417.2004).

According to Interplan Action 1.3.3.3 states: "Provide budget variance and costing reports to Council and Directors".

Administration is providing Council with a preliminary Budget Variance report to December 31, 2018. This report is preliminary as it has been prepared without all reserve transfers being completed or all grant revenue being recognized. Public Works and Utilities have not been included in this analysis as Council receives the budget reports for these areas in the Council for Public Works meetings.

Taxes General Levy - Revenues are at 100.00% due to taxes being billed for the 2018 year. Expenses are slightly over budget at 103.33% as the County does not budget for property tax adjustments that amounted to $240,588.33 in 2018.

Council and Legislative - Expenses are 96.81% which is slightly under expected. Employer contributions for Councillor RRSP were calculated at LAPP rates due to software constraints. Year to date mileage claims were also less than budget.

General Administration:

- **Administration revenues** are at 140.49%. To date the billing of drilling taxes are over budget by $209,192.74 with approximately $25,000 more to be invoiced for 2018. General Administration expenses are at 103.12% due to legal fees being $16,092.37 over budget as a result of the JEDI arbitration matter.

- **Central Financial Management Revenue** is below budget at 67.78%. This is due to the fact that on a cash basis the Senior Housing loan payment is budgeted for the full payment, but only the interest portion is considered revenue on an accrued basis. Central Financial Management expenses are at 94.29% with accrued long term debt interest still to be recorded.

- **Assessment Services Revenue** is at 99.15% with tax certificate and title search fees being marginally lower this year.

- **Assessments Expenses** are at 99.09% as employer contributions were slightly lower than budget, in addition to training and development being at 47.67%.

- **Information Services Revenue** is at 1.28% since most of the budgeted revenue is from reserve transfers and grant revenue for projects. Expenses are less than expected at 79.79% as a result of the implementation of the Asset Management
Council General Meeting, January 29th, 2019

project being delayed. Serenic Software also moved their convention to the United States; therefore the County did not attend.

- **Communication Officers Expenses** are at 88.83%. Expenses are lower than budget as the County has not received an invoice for the Strategic Planning Sessions, and year end promotional items have not been purchased.

- **Building Maintenance Revenue** is at 3.60% as the only revenue budgeted is a year end transfer from reserves that will cover major repairs of the buildings. Expenses are a little lower than projected at 89.81% due to building repair and maintenance being at 49.09%.

**Protective Services** - Protective Services revenue is below what is expected at 65.05%. This is a result of fines being less than anticipated at 82% and a reserve transfer of $55,000 that will be completed at year end. Expenses are on track at 91.87% since the 2018 invoice for RCMP services that is received in 2019, will be congruent with the amount of hours budgeted.

- **By-law Enforcement and Animal Control** – By-law Enforcement revenue or pound recovery fees are 95.28% of what was expected. Expenses are at 56.66% due one By-law Officer being on maternity leave and legal fees not being expended.

- **Fire Services** - Revenue is at 23.36% due to transfers to reserves entries are completed at year end however, fire-fighting fees and medical first response fees are 36.62% higher than anticipated. Expenses are only at 61.7% as transfers to capital and reserves have yet to be completed.

- **Disaster Services** - Revenue is at 0.00% as a transfer from reserves for the monitoring wells at the old fire hall in Wetaskiwin has yet to be done. The expenses are on course at 98.67%.

- **FCSS** - Revenues are marginally lower than planned at 93.34% due to homemaking, special event and grant revenue all being under budget. Expenses are a touch over budget at 102.04%. This is attributable to salaries being reallocated from administration to FCSS for the increase in programming being offered.

- **Cemeteries** - Expenses are at 50.97%. The transfer to reserve has been completed and all grants to local cemeteries have been paid however, the invoice from the City of Wetaskiwin for the Memorial Cemetery has not been received.

- **Planning and Development** - Revenue is at 106.64% with safety code permit revenue being $20,000 more than predicted. Expenses are below budget at 84.45% on account of legal consult not being required as much in 2018, and engineering fees not being accessed for the review of design drawings.

- **Economic Development** - Revenue is 7.94% since the tax sharing in the JEDI agreement revenue has not been received yet, nor has the transfer from reserves been completed. Expenses are at 101.87% as the annual cost sharing expense to the City of Wetaskiwin for JEDI has been completed and the grants to the two Chambers of Commerce have been done.

- **ASB** - Revenue is at 98.60% as the legislative funding grant revenue for the program has been received. Expenses are at 93.02%. Contracted services are only at 7.39% as the contract with Leduc County for horticulture will be set up as a payable as the invoice has not been received to date.

- **Parks & Recreation** - Parks and Recreation revenue are at 65.5% and 6.5% respectively as the grant revenue and reserve transfers are not recognized as revenue until the projects are finished. Park expenses are higher than budget at 103.95% with salaries and benefits being 118.15% due the cleanup of downed trees in the campgrounds this year.

- **Library** - Expenses are at 100.00% as the County's share of library contribution has been recorded and both installments have made to Yellowhead Regional Library. Administration recommended that Council accept the preliminary Budget Variance Analysis to December 31, 2018 as information.

**Resolution CG20190129.005**

MOVED: by Councillor K. Rooyakkers
that Council accept the preliminary Budget Variance Analysis to December 31, 2018 as information.  

Carried Unanimously

Mr. Luymes and Mr. Hofbauer left the meeting at 11:44 a.m.

9. **Recess**
The meeting recessed at 11:44 a.m.

10. **Reconvened**
The meeting reconvened at 1:10 p.m.

4. **COUNCILLOR REPORTS**
The Council members provided their monthly report outlining events they attended in the month of December, 2018.

Resolution CG20190129.006
MOVED: by Councillor J. Bishop
that the Councillor's December, 2018 reports be accepted as presented.

Carried Unanimously

5. **ADMINISTRATION REPORTS**

5.1 **CAO Month End Report - December, 2018 - Report**
The Business Plan for Business Unit 1201 - Administration - Action 1.2.1.1 states: "Effectively manage the finances and resources of Administration", therefore, Mr. Hawken, CAO provides his December, 2018 monthly report (copy attached to these minutes). Administration recommended that Mr. R. Hawken, CAO's December, 2018 monthly report be approved as presented.

Resolution CG20190129.007
MOVED: by Councillor D. Woitt
that Council approve Mr. R. Hawken, CAO's December, 2018 monthly report as presented.

Carried Unanimously

6. **DELEGATION - 10:30 A.M. - Mike Zajac, Director of Emergency Services**
Mike Zajac, Director of Emergency Services and Jeff Chipley, Assistant CAO entered the meeting at 1:43 p.m.

6.1 **2018 Internal Health & Safety Audit Results - Report**
The County of Wetaskiwin underwent an Internal Health & Safety Audit October 15-19, 2018. The audit team consisted of Jenn Irwin, Norm Reed and Mike Zajac. The official final score received was 92% with no less than 84% in any one element. In order to pass, an 80% with no less than 50% in any one element is required (2017 External Audit - 95%).

The audit documents were sent to Alberta Municipal Health & Safety Association (AHMSA) and the final audit review score was received back.

Along with the score, summaries on each element were provided highlighting strengths and providing suggested improvements that can be implemented into our Health & Safety Program.

ELEMENT SUMMARY
Organizational Commitment - 95% (95%)
• Addresses the overall system within which a municipality's health and safety management system must operate.

Hazard Identification and Assessment - 93% (98%)
• Is a formal approach to proactively recognizing and ranking (assessing) all hazards faced by municipal employees.

Hazard Control - 96% (99%)
• A systematic approach to determine how to eliminate or control hazards identified in Element 2.

Formal Workplace Inspections - 91% (95%)
• Ensure that the hazard controls from Element 3 are adequate, and to identify any new hazards.

Orientation and Training - 90% (98%)
• Identification of competency and training needs based on hazards of the work, and that workers have the competence to do the work safely.

Emergency Response Planning - 84% (96%)
• Establishes procedures related to on-the-job emergencies.

Incident Investigation - 92% (83%)
• Developed for the reporting and investigation of occupational health and safety incidents and near-misses.

Program Administration - 90% (95%)
• Addresses three critical components: record keeping, communication, and worker participation.

Some of the areas to work on are inspections and emergency response drills. From this summary, Administration developed an action plan that will be implemented in 2019 to better improve the Health & Safety Program.

The Audit Tool changed. Effective 2019, Administration will review the new tool kit and will undergo the necessary changes to the Program. Some areas of scoring changed and two new elements were added - Joint Work Site Health & Safety Committees and H&S Representatives AND Other Parties at/or in the Vicinity of the Work Site.

Administration recommended that Council accept the 2018 unofficial Internal Health & Safety Audit results as information.

Resolution CG20190129.008
MOVED: by Councillor L. Seely
that Council accept the 2018 unofficial Internal Health & Safety Audit results as information.

Carried Unanimously

6.2 2018 Fire Call Volumes - Report

In accordance with the County of Wetaskiwin Strategic Plan 1.3.1.1, which states that Administration is "to effectively manage the finances and resources of Fire Fighting", the County of Wetaskiwin provides fire services to residents through five (5) non-profit fire societies, one (1) County operated fire department, and through mutual aid agreements with surrounding municipalities.
The Town of Millet and City of Wetaskiwin both provide services within their own municipality as well as their respective County Fire Zones. The Town of Millet also provides services to parts of Leduc County.

The 2018 Fire Services Call Volumes are as follows:

<table>
<thead>
<tr>
<th></th>
<th>Buck Lake/Alder Flats</th>
<th>Mille Rur</th>
<th>Mulhurst</th>
<th>South Pigeon Lake</th>
<th>Wetaskiwin Rural</th>
<th>Winfield</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2018</strong></td>
<td>53</td>
<td>89</td>
<td>52</td>
<td>107</td>
<td>98</td>
<td>31</td>
<td>430</td>
</tr>
</tbody>
</table>

The 2017 Fire Services Call Volumes were as follows:

<table>
<thead>
<tr>
<th></th>
<th>Buck Lake/Alder Flats</th>
<th>Mille Rur</th>
<th>Mulhurst</th>
<th>South Pigeon Lake</th>
<th>Wetaskiwin Rural</th>
<th>Winfield</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>2017</strong></td>
<td>62</td>
<td>94</td>
<td>46</td>
<td>113</td>
<td>76</td>
<td>28</td>
<td>419</td>
</tr>
</tbody>
</table>

Administration recommended that Council approve the 2018 Fire Call Volumes Report as information.

**Resolution CG20190129.009**

MOVED: by Councillor L. Seely

that Council approve the 2018 Fire Call Volume update as information.

Carried Unanimously

Mr. Zajac left the meeting at 1:46 p.m.

7. **DELEGATION - 10:45 A.M. - Jeff Chipley, Assistant CAO**

7.1 **Protective Services Month End Reports – December 2018 - Report**

On a monthly basis, Administration provides Council with a reporting of the various developments and occurrences that have occurred within the Protective Services Department of the County of Wetaskiwin, in order to keep Council informed and apprised of the details surrounding enforcement, animal control, and community protection throughout the County of Wetaskiwin.

Mr. J. Chipley, Assistant CAO, presented the following Protective Services Reports that were provided for review by Council:

- Community Peace Officer Occurrence Report for December 2018
- Community Peace Officer Patrol Report for December 2018
- Community Peace Officer 2018 Year-End Occurrence Report
- Community Peace Officer 2018 Year-End Citation Report
- Community Peace Officer 2018 Year-End Patrol Report
- Animal Control Report January – December 2018
- Bylaw Enforcement Report January – December 2018
Some of the highlights of incidents that were dealt with by the Community Peace Officers (CPOs) of the County of Wetaskiwin in the month of December were as follows:

- CPOs dealt with six (6) different abandoned vehicle files during the month. Many of the abandoned vehicles were as a result of vehicles becoming stuck in ditches after sliding off the road in poor weather conditions.
- CPOs and the Protective Services Department have received several complaints about Off Highway Vehicle use and misuse in several County Subdivisions, mainly in Division 2. Proactive patrols will continue throughout these areas over the next several months in an attempt to reduce the contraventions related to the Off Highway Vehicle Bylaw and relevant sections of the Traffic Safety Act.
- An old bridge on Range Road 263 has been restricted to ten (10) tonnes max as part of the structure is deteriorating. At the same time, a pipeline is being dug near it. CPO conducted patrols of the bridge stopped four (4) commercial vehicles for exceeding the posted capacity, two (2) of which were caught in less than thirty (30) seconds. One (1) of the vehicles was thirty-four (34) tonnes over the limit. All four (4) trucks were hauling equipment for the pipeline. CPO laid charges for the violations. Patrols will continue.
- CPOs were requested by CP Police to assist with the Holiday Train in Wetaskiwin. CPOs attended, mingled with people from the local area, and represented the County of Wetaskiwin Protective Services Department at this very public event.
- CPO requested assistance with a traffic stop where a male driver was being argumentative and hostile. The CPO's partner responded with emergency lights and siren in accordance with Solicitor General Policy and is a prime example as to why CPOs are scheduled to work in pairs.

Additionally, Administration has compiled a three (3) year breakdown of Occurrence Reports and Citations, which are as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Occurrence Reports</th>
<th>Occurrence Report Variance</th>
<th>Citations</th>
<th>Citation Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>440</td>
<td>N/A</td>
<td>3,020</td>
<td>N/A</td>
</tr>
<tr>
<td>2017</td>
<td>415</td>
<td>-25</td>
<td>3,092</td>
<td>72</td>
</tr>
<tr>
<td>2018</td>
<td>431</td>
<td>16</td>
<td>2,406</td>
<td>-686</td>
</tr>
</tbody>
</table>

Administration recommended that Council accept the Protective Services Report for December 2018 as presented.

A discussion ensued on the challenges the "Report Exec" program is undergoing and reporting properly that Administration is investigating.

**Resolution CG20190129.010**  
MOVED: by Councillor L. Seely  
that Council accept the Protective Services Report for December 2018 as presented.  
**Carried Unanimously**

### 7.2 BL2019/06 Dog Control Bylaw - Repealing Bylaw 2017/35 - Report

The County of Wetaskiwin has The Dog Control Bylaw 2017/35 a By-law of the County of Wetaskiwin No. 10 in the Province of Alberta for the purpose of regulating and control of dogs running at-large within the County of Wetaskiwin and other activities related to dogs. This Bylaw was reviewed and amended by Administration and the current Bylaw Enforcement Officers to make the Bylaw current in content.
There were several changes made to this Bylaw, the most significant being additional definition for clarification, the addition of Section 15 Determination of Dangerous Dog, and amendments to Schedule “C”.

Bylaw 2019/06 will repeal Bylaw 2017/35 in its entirety. The amendments and updates to Bylaw 2017/35 is noted in red text and strike through and provided to Council for review along with the final version of Bylaw 2019/06.

Administration recommended that Council approve three readings of By-law 2019/ a bylaw of the County of Wetaskiwin No. 10 in the Province of Alberta for the purpose of regulating and control of dogs running at-large. Bylaw 2019/06 will repeal Bylaw 2017/35 in its entirety.

A discussion ensued on the Dog Control Bylaw as presented and that the bylaw needs a thorough review before Council can approve three readings. It was suggested that a basic By-law Review Committee could be created to review bylaws and decided that the proposed 2019/06 Dog Control Bylaw be presented to the Land Use Bylaw\Municipal Development Plan Committee for review of content prior to being presented back to Council for review.

Resolution CG20190129.011
MOVED: by Councillor J. Bishop

that the proposed new Bylaw 2019/06 Dog Control Bylaw be forwarded to the Land Use Bylaw/Municipal Development Plan Committee prior to being presented to Council.

Carried Unanimously

7.3 Policing Priorities Survey Results - Report

During the latter part of 2018, the Wetaskiwin Royal Canadian Mounted Police (RCMP) Detachment in conjunction with the County of Wetaskiwin, as well as the City of Wetaskiwin and the Town of Millet, conducted a survey to receive feedback from the public on what the policing priorities should be for both the RCMP and local Community Peace Officers for the upcoming year and into the future. Surveys were available in paper form at the Wetaskiwin RCMP Detachment, County of Wetaskiwin Office, and other places in both the City of Wetaskiwin and Town of Millet, and also on the County Website for individuals to complete online if they so wished.

After the survey deadline passed on December 31, 2018, results were tabulated for each municipality. For the County of Wetaskiwin, there were 175 surveys completed, with the full results for the County of Wetaskiwin provided for review by Council.

In reviewing the survey results, Administration notes that the top three (3) policing priorities for the RCMP as desired by the public remain consistent with the previous survey completed in 2017 by the County of Wetaskiwin, with the top three (3) being, in order, Major Property Crime, Minor Property Crime, and Impaired Driving. The same is also true for the priorities of Community Peace Officers, as Provincial Traffic Enforcement and Bylaw Enforcement remain the top two (2) priorities.

Furthermore, in reviewing the comments made by respondents to the survey, there were numerous highly positive comments regarding the Protective Services Department of the County of Wetaskiwin, particularly in regard to the work completed by Community Peace Officers. Numerous respondents were appreciative of having Community Peace Officers continually and proactively patrolling throughout the County, provided positive comments in regard to County Community Peace Officers effectively communicating with citizens and following up on files and concerns of the public, and believe that additional Community Peace Officer resources would be a positive advancement for the County of Wetaskiwin.

These positive comments were also alongside several consistent areas of concern and improvement outlined by the respondents in respect of the duties and current level of service performed by the RCMP, the criminal justice system, and societal issues that impact the City of Wetaskiwin, as well as the County of Wetaskiwin and Town of Millet. Administration will strive to continually improve upon areas where improvement is desired by the citizens in which the County serves, while maintaining and improving areas where positive comments have been received, not only in regard to the matters
Council General Meeting, January 29th, 2019

dealt with by the Protective Services Department and Community Peace Officers, but also through working with the RCMP in a professional manner.

Administration recommended that Council accept the results of the Policing Priorities Survey as information.

**Resolution CG20190129.012**
MOVED: by Councillor K. Rooyakkers

that Council accept the results of the Policing Priorities Survey as information.

Carried Unanimously

Mr. Chipley left the meeting at 2:05 p.m.

11. **DELEGATION - 11:30 A.M. - Geoff Lynch, Director of Leisure & Community Services**

Geoff Lynch, Director of Leisure & Community Services entered the meeting at 2:06 p.m.

11.1 **Director of Leisure & Community Services - Report**

Business Plan 7200 Parks and Recreation Facilities state:

Community Development

5.1.2.2 Implement Recreation Master Plan based on the results of the needs assessment and present to Council for annual approval

5.2.2.3 Participate in regular meetings with service agencies

- The County of Wetaskiwin and the City of Wetaskiwin have partnered once again to provide residents of both the County and the City with printed copies of the Wetaskiwin & Area Program Guide. Previous County groups have been contacted to inform them of the opportunity to submit County programs and events.
- Administration has taken the lead in developing a “Proposal for Work Initiative” with the Alberta Recreation & Parks Association and the Government of Alberta, the description of the proposal is as such: “The purpose of this project is to explore and implement a comprehensive approach to enhancing rural recreation opportunities throughout Alberta. In an effort to improve planning and delivery of recreation services in rural Alberta, a deeper dive into the complexities surrounding infrastructure, cost sharing, staffing resources and economic impacts is required.” The proposal will be taken to the ARPA board meeting in January to hopefully be adopted.
- Administration has been asked to sit on the “The Municipal Recreation Engagement Strategy Committee” which is comprised of members from the Government of Alberta and individuals from the Alberta Recreation & Parks Association Board. “The Municipal Recreation Strategy has been developed as a strategic partnership between Recreation and Physical Activity Division (RPAD) and the Alberta Recreation and Parks Association (ARPA) in response to the need for better alignment between all recreation agencies in Alberta and to assist municipal partners throughout the different phases of implementing recreation sector policy outcomes.”
- Administration has been approached by individuals from the Mulhurst Bay community to discuss the potential need to upgrade the recreational amenities at the Lions Day Use Park in Mulhurst Bay. Administration will be hosting another conversation with the group as well as Councillor Ken Adair who has been invited to sit in on the discussion in February.
- Administration will be updated of the status of Winfield Minor Hockey for the 2019/20 season in February.
- Administration has participated in 1 stakeholders meeting and 3 conference calls regarding the “Lakedell Feasibility Study”.
- Administration is currently assisting in the preparation of the upcoming Citizens Engagement sessions in February.

Recreation
• Administration has partnered with the City of Wetaskiwin too provide the University of Alberta Golden Bears Hockey School for the third straight year and the University of Alberta Panda Bears Volley Ball Camp to residents in the region this upcoming summer.
• Administration will be looking to provide a new Bus-Swim-Movie program in for the summer of 2019.

FCSS
• The County Bus trips were very popular in 2018; Administration is currently finalizing the 2019 schedule for trips.

Parks
• Administration is currently investigating cost effective alternatives for County of Wetaskiwin boat launches.

Administration recommended that Council accept the Director of Leisure & Community Services Report as information.

Resolution CG20190129.013
MOVED: by Councillor D. Woitt
that Council accept the Director of Leisure & Community Services Report as information.
Carried Unanimously

Mr. Lynch left the meeting at 2:12 p.m.

12. UNFINISHED BUSINESS
12.1 Councillor Attendance at Conferences Policy 11.0.3 Review - Report

At the Council General Meeting held January 4th, 2019 an addition to the agenda was approved for Council to discuss Procedural Bylaw versus Councillor Attendance at Conferences Policy #11.0.3. At that time Council resolved to:

"eScribe Resolution # CG20190108.019:

MOVED: by Councillor L. Seely that Administration present "Councillor Attendance at Conferences Policy #11.0.3 and Procedures Standards Policy #12.0.1 for clarification versus Procedural Bylaw 2018/04 to the Council General meeting scheduled for January 29th, 2019".

The costs associated for Councillor attendance at events when representing the County in 2018 was provided for Council's review.

Administration recommended that Council review Councillor Attendance at Conferences Policy #11.0.3, costs associated to the policy and provide direction.

A discussion ensued on amendments to Councillor Attendance at Conferences Policy 11.0.3 as follows:
• Section 2.4 be increased from 2 Council Members to 3 Council Members to attend the annual FCM Conference.
• Section 2.6 should be also referenced into the Subsistence & Travel Policy 12.2.7 and a set limit should be included in Policy #11.0.3.
• A discussion ensued on eliminating attendees to Agricultural Service Board Conferences when only two Council Members can vote and to eliminate Staff to attend RMA Conferences.

Resolution CG20190129.014
MOVED: by Councillor L. Seely
that Councillor Attendance at Conference Policy #11.0.3 Section 2.4 remain status quo.

Recorded In Favour: Opposed:
Resolution CG20190129.015

MOVED: by Councillor K. Adair

that the Councillor Attendance at Conference Policy 11.0.3 be approved with the additional amendment to Section 2.6 stating "that reimbursement be paid on a per diem rate or standardized rates as follows:

- Breakfast: $15.00
- Lunch: $20.00
- Dinner: $30.00

and that Subsistence & Travel Policy #12.2.7 be referenced accordingly under Meals up to the maximum noted above and that the rates be applied to both Council and Staff.

Recorded In Favour: Opposed:

Reeve T. Van de Kraats X
Councillor J. Bishop X
Councillor B. Krahn X
Councillor D. Woitt X
Councillor K. Adair X
Councillor K. Rooyakkers X
Councillor L. Seely X

Results 4 3

Carried (4 to 3)

Councillor B. Krahn left the meeting at 3:00 p.m.

12.2 Policy & Procedures Standards Policy #12.0.1 – Report

At the Council General meeting held January 8th, 2019 an addition to the Agenda was approved for Council to discuss Procedural Bylaw versus Councillor Attendance at Conferences Policy #11.0.3. At that time Council resolved to:

"that Administration present Councillor Attendance at Conferences Policy #11.0.3 and Procedures Standards Policy #12.0.1 for clarification versus Procedural Bylaw 2018/04 to the Council General meeting scheduled for January 29th, 2019".

Councillor J. Bishop requested a discussion regarding Policy #11.0.3 and possible amendments as well requested a review of costs associated with Council and staff attending conference, events etc. while representing the County.

Administration stated that the Procedures Standards Policy #12.0.1 is a requirement to be followed prior to any review of policies. Council however, has the option of approving to go outside of Section 5 – Policy Approval Process as written in Policy #12.0.1.
Administration prepared the following amendments to alleviate any future discretion:

The amendments are shown in bold text and strike through as follows:

- **3.1.1.** Receive recommendations for a new, amended, or revised policy. and **direct**
- **3.1.2.** Direct preparation of draft policies to CAO, Assistant CAO, Board, Commission or Committee for development.
- **3.1.2.** Give formal approval to policy.
- **3.5.5.** Biennial review of policies and procedures pertaining to their department and recommend **status quo** revisions or amendments, if applicable.
- **5.3.** The developed policy draft is to be first presented to the appropriate Board identifying party for review and discussion.

- New text:
  - **5.6.** Council or the CAO may deviate from the process outlined in Section 5 if the need arises.

The numbering system will subsequently fall in order.

Options for Council’s consideration:

1. Accept the amendment to Policy and Procedures Standards Policy #12.0.1 as presented or amended.
2. Approve Policy and Procedures Standards Policy #12.0.1 remain status quo. Administration recommended that Council approve the amendments to Policy and Procedures Standards Policy #12.0.1 as presented or amended.

Councillor J. Bishop requested additional amendments be made to Policy & Procedures Standards Policy #12.0.1 as follows:

A discussion ensued on the following Sections:

- **3.2.** Deleting the whole Section and it was agreed to be relevant and should remain.
- **3.3.6.** Reviewed the relevancy of having this Section and whether all the wording could be deleted. It was agreed to be left as written.

Additional amendments to be incorporated into Policy #12.0.1 noted in bold and strike through text:

Section 3 Responsibilities:

- **3.1.** Add an additional statement stating; **That Councillor(s) may request policy be brought forward for discussion as issues are identified.**
- **3.3.3.** Review or circulate Draft Policies with appropriate Directors/Managers if necessary.
- **3.4.3.** to read the same as 3.3.3 - Review or circulate Draft Policies with appropriate Directors/Manager if necessary.
- **3.5.5.** needs a comma after the text of ```status quo```.
- **5.1.** Needs to include the wording of **“Council”.**
- Remove Sections 5.3, 5.4 & 5.6.
- **5.5.1.** would become 5.3.

Resolution CG20190129.016

MOVED: by Reeve T. Van de Kraats

that Council table discussion on Policy & Procedures Standards Policy #12.0.1. to a future Council meeting.

<table>
<thead>
<tr>
<th>Recorded</th>
<th>In Favour:</th>
<th>Opposed:</th>
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<tbody>
<tr>
<td>Reeve T. Van de Kraats</td>
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<tr>
<td>Councillor J. Bishop</td>
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</tbody>
</table>
Council General Meeting, January 29th, 2019

Results

<table>
<thead>
<tr>
<th>Councillor D. Woitt</th>
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<tbody>
<tr>
<td>Councillor K. Adair</td>
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<tr>
<td>Councillor K. Rooyakkers</td>
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<tr>
<td>Councillor L. Seely</td>
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</tbody>
</table>

**Resolution CG20190129.017**

MOVED: by Councillor L. Seely

that Council table approval of Policy & Procedures Standards Policy #12.0.1 to allow Administration an opportunity to provide a revised version incorporating all proposed amendments presented, discussed and noted above to the next Council General meeting of February 11th, 2019.

Carried Unanimously

**12.3 Efficiency Audit Update - Report**

At the Council General Meeting held December 18th, 2018, Council discussed conducting an efficiency audit of the County of Wetaskiwin to review policies and procedures based on the County of Wetaskiwin’s level of service and to ensure the County is running efficiently with the resources in place.

At that time Council approved the following resolution:

"Resolution No. CG20181218.1024

MOVED: by Councillor J. Bishop that Administration investigate available consultant(s) to present to Council options of conducting an efficiency review/audit for the County of Wetaskiwin and report back to Council in February 2019.

In Favour: Bill Krahn, Josh Bishop, Ken Adair, Lyle Seely, Kathy Rooyakkers

Opposed: Terry Van de Kraats

Absent: Dale Woitt

Carried"

Administration investigated the following municipalities who conducted an audit and costs. The results are as follows:

- The City of St. Albert conducted an Inspection (George Cuff) that focused on the "governance approach" after City Councillors request that the Minister of Municipal Affairs conduct an Inspection. The cost of the Cuff report from August 2017 was $74,000.

- The Regional Municipality of Wood Buffalo conducted an Accountability, Integrity & Transparency Audit (KPMG) that focused on all aspects of the Municipality's operations. The cost of the KPMG report from September 2017 was $212,000.

- The City of Penticton conducted a Core Review (Helios Group). The cost of the Helios Group report and content has not yet been received by Administration from Penticton.

Options for Council’s consideration:

1. That Council provide a budget amount for completion of an efficiency audit and direction in the type of audit they would like Administration to discuss with potential consultant(s).
2. That Council accept the efficiency audit update as information and discuss a future review of the County's operations at the 2019 Strategic & Business Planning Session for inclusion in the 2020 Municipal Capital and Operating Budget deliberations.
A discussion ensued on the audit review and reasons why an audit would be beneficial for the County's operations.

A discussion ensued on including a funding amount of approximately $50,000 in the 2019 Budget approval process with an annual funding thereafter in subsequent Budget approval processes. It was discussed that Administration should provide additional samples of other municipality audit reviews.

**Resolution CG20190129.018**

MOVED: by Councillor K. Adair

that Council table discussions on an Audit Review to allow Administration an opportunity to gather additional audit reviews and costs that other municipalities underwent for completion of an efficiency audit.

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<thead>
<tr>
<th>Recorded</th>
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<tr>
<td>Councillor L. Seely</td>
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</table>

**Results**

3 3

Defeated (3 to 3)

**Resolution CG20190129.019**

MOVED: by Councillor L. Seely

that Council approve to budget $30,000 per year for an efficiency audit and that funding begin in 2019 Budget deliberations for inclusion in the 2019 Municipal Capital and Operating Budget.

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<tr>
<td>Councillor L. Seely</td>
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</tbody>
</table>

**Results**

3 3

Defeated (3 to 3)

**Resolution CG20190129.020**

MOVED: by Councillor J. Bishop

that Council table the Efficiency Audit discussions to the next Council General meeting of February 11th, 2019 for additional information.

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13. **NEW BUSINESS**

13.1 **Bylaw 2019/05 Establish Position of CAO (repeals BL 95/34 and Amending Bylaws - Report)**

Bylaw 2019/05 is being presented to Council that establishes the position of Chief Administrative Officer for the County of Wetaskiwin. Bylaw 2019/05 will repeal BL 95/34 and amending by-laws 99/65 and 2000/32 in their entirety.

Bylaw 2019/05 references the new Municipal Government Act, Statutes of Alberta, 2000, and updated the duties of CAO to current day practices.

Administration recommended that Council provide three readings of By-law 2019/05 that will repeal By-law 95/34 and amending By-laws 99/65 and 2000/32 in their entirety.

By-law 2019/05 a by-law of the County of Wetaskiwin No. 10 in the Province of Alberta, to establish the position of Chief Administrative Officer of the municipality of the County of Wetaskiwin No. 10. By-law 2019/05 will repeal By-law 95/34 and amending By-laws 99/65 and 2000/32 in their entirety.

**Resolution CG20190129.021**

MOVED: by Councillor J. Bishop

that By-law 2019/05 be given First Reading.

**Carried Unanimously**

**Resolution CG20190129.022**

MOVED: by Councillor L. Seely

that By-law 2019/05 be given Second Reading.

**Carried Unanimously**

**Resolution CG20190129.023**

MOVED: by Councillor D. Woitt

that By-law 2019/05 be presented for Third Reading.

**Carried Unanimously**

**Resolution CG20190129.024**

MOVED: by Councillor K. Adair

that By-law 2019/05 be given Third Reading and it be declared finally passed and the Reeve and Acting Chief Administrative Officer be authorized to sign same and affix thereto the corporate seal of the County of Wetaskiwin No.10.

**Carried Unanimously**
13.2 2019 Wetaskiwin & County Sports Hall of Fame - Report

A letter was received from Mr. Don McMillan and Mr. Dale Palmer, Directors of the Wetaskiwin and County Sports Hall of Fame advising that the 2019 Annual Banquet is being held April 27th, 2019 at the Best Western Hotel Banquet Hall (downstairs). The event begins at 5:00 p.m.

The 2019 inductees are:
- Builder Award: Bill Mojelski, Sports Historian, Wetaskiwin
- Athlete Award: Jack Manson, Hockey, Mulhurst
- Athlete/Builder Award: Blaine Kjorlien, Football/Wrestling, Wetaskiwin
- Team Award: Wetaskiwin Warlords Special Olympics 1998, Slo-Pitch Team

The ticket cost is $60.00 each and the deadline to purchase is March 20th, 2019. Tickets will not be sold at the door.

There have been many County residents inducted into the Wetaskiwin and County Sports Hall of Fame since it first began in 2005. The County has annually supported the Wetaskiwin and County Sports Hall of Fame by submitting an advertisement in their program and by purchasing tickets for Council Members who are able to attend. Sponsorship has been provided as a budgeted item under "Advertising".

At the Council General meeting held January 9th, 2018 Council continued to sponsor the Wetaskiwin & County Sports Hall of Fame banquet and approved:

1. An advertisement fee of $200 to promote the County in their program and the Communications Officer prepared greetings for submission in the advertising campaign and at the reception (if required).
3. Payment of the ticket cost of $60.00 and the cost of partner attendance.

And provided a brief greeting (if required) on behalf of the County of Wetaskiwin along with Certificates of Recognition to each Recipient and Team (Ref. Resolution No. CG20180109.1011).

Options for Council’s consideration:

1. Continue to sponsor the Wetaskiwin & County Sports Hall of Fame banquet and approve:
   a. an advertisement fee of $200 to promote the County in their program and that the Communications Officer prepare the advertisement/greeting for submission in the advertising campaign.
   b. advise which Council members are able to attend the banquet prior to the ticket deadline of March 20th, 2019.
   c. payment of the ticket cost of $60.00 per person for Council members able to attend the Banquet on April 27th, 2019 at the Best Western Wayside Inn and the cost of partner attendance be endorsed by the County of Wetaskiwin.
   d. provide Certificates of Recognition to each Recipient and Team.
   e. provide a brief greeting (if required) on behalf of the County of Wetaskiwin.
2. Deny the request to support the Wetaskiwin & County Sports Hall of Fame.

Administration recommended that Council continue to sponsor the Wetaskiwin & County Sports Hall of Fame banquet and approve Option #1 noted above.

Resolution CG20190129.025
MOVED: by Councillor K. Adair

that Council continue to sponsor the Wetaskiwin & County Sports Hall of Fame banquet and approve:

1. an advertisement fee of $200 to promote the County in their program and that the Communications Officer prepare the advertisement/greeting for submission in the advertising campaign.
2. approve the registration of Reeve T. Van de Kraats and Councillor D. Woitt along with spouses to attend the banquet prior to the ticket deadline of March 20th, 2019.
3. payment of the ticket cost of $60.00 per person for Council members able to attend the Banquet on April 27th, 2019 at the Best Western Wayside Inn and the cost of partner attendance be endorsed by the County of Wetaskiwin.

4. provide Certificates of Recognition to each Recipient and Team

5. provide a brief greeting (if required) on behalf of the County of Wetaskiwin.

Carried Unanimously

13.3 Norquest College, Request for Bursary Support - Report

An email was received from Jordan Cleland, on behalf of Norquest College, advising the College committed to two new academic program offerings out of its Wetaskiwin Campus: Medical Office Assistant and Pre-Apprenticeship Prep. Norquest is requesting Council’s consideration to support their initiative by providing two $1,000.00 bursaries over a five year term of a total budget amount of $10,000.00.

The County has $81,215.56, after the 2018 Budget transfers, in General Operating Reserves that could provide funding for two $1,000 per year ($2,000) over a 5 year term ($10,000) if the County approved the request to support Norquest’s bursaries.

Norquest has approached the City of Wetaskiwin with the same request.

Options for Council’s consideration:

1. Approve Norquest College’s request and provide two annual $1,000 bursaries for a five year term with a total budget amount of $10,000.00 to support the Medical Office Assistant and Pre-Apprenticeship Prep. Program and funding to come from General Operating Reserves.

2. Deny Norquest College’s request for support of the Medical Office Assistant and Pre-Apprenticeship Preparation Programs of $1,000.00 per program per year for a 5 year term.

Resolution CG20190129.026

MOVED: by Councillor L. Seely

that Council deny Norquest College’s request for support of the Medical Office Assistant and Pre-Apprenticeship Preparation Programs of $1,000.00 per program per year for a 5 year term.

Carried Unanimously

13.4 Host a City of Wetaskiwin Meet & Greet - Report

Reeve T. Van de Kraats requested that Council discuss hosting a Meet and Greet session with the City of Wetaskiwin Council and Senior Management as a means to build positive relations and keep the lines of communication open between the municipalities.

Options for Council’s consideration:

1. Approve to schedule a date and venue and extend an invite to the City of Wetaskiwin Council and Senior Administration to attend a meet and mingle session.

2. Accept the Meet and Mingle with the City of Wetaskiwin as information.

Administration recommended that Council approve to schedule a date and venue and extend an invite to the City of Wetaskiwin Council and Senior Administration to attend a meet and mingle session.

Resolution CG20190129.027

MOVED: by Councillor K. Adair

that Council approve the dates of March 12th, 2019 or March 26th, 2019 (preferred date) to extend an invitation to the City of Wetaskiwin Council and Senior Administration to attend a meet and mingle session.

Carried Unanimously

13.5 9th Annual Alberta CARE Spring Seminar - Report
The Association of Alberta Coordinated Action for Recycling Enterprises (Alberta CARE) was established in 2010 as a non-profit enterprise for the purpose of supporting recycling and waste management activities, at the community level, in Alberta. Alberta CARE is an expansion of Northern CARE which was established in 1994.

Many municipal landfills will reach the end of their life expectancy within the next 5-10 years. Acquisition of new landfill space is expensive and usually met with resistance from local landowners and tenants. Recycling can reduce the amount of waste relegated to landfills and increase landfill life expectancy.

Alberta CARE, in cooperation with Alberta municipalities and organizations, focuses on:

- Coordination of regionally-based recycling projects and programs;
- Promotion and education of the benefits and importance of recycling;
- Increasing public awareness of recycling opportunities and challenges;
- Connecting varied private and public interests in relation to the coordination of recycling initiatives and in some cases, playing a leadership role in same;
- Identifying potential economic development opportunities associated with recycling and waste management initiatives.

This seminar is for:

- Municipal Elected Officials
- Waste Management Employees
- Public Works Employees
- Landfill Operators
- Government Waste Management Agencies
- Community Recycling Associations and
- Non-Profit Groups
- Waste Management Businesses
- Environmental Organizations
- School Boards, Education Facilitators
- Anyone interested in Reusing, Reducing, Recycling and Recovery.

Options for Council’s consideration:

1. Advise who would like to be registered to attend the Alberta CARE Spring Seminar on February 27th to March 1st, 2019 at the Heritage Inn Hotel and Conference Centre, High River, Alberta along with the Director of Public Works.

2. Accept the Alberta CARE Spring Seminar as information.

Administration recommended that Council accept the Alberta CARE Spring Seminar as information.

**Resolution CG20190129.028**

MOVED: by Councillor L. Seely

that Council accept the Alberta Coordinated Action for Recycling Enterprises (CARE) Spring Seminar as information.

**Carried Unanimously**

**13.6 Rural Municipalities of Alberta Member Visit Scheduling - Report**

On January 21st, 2019 an email was received from Rural Municipalities of Alberta (RMA) advising the RMA Executive routinely schedules visits with its Members on a three-year rotation basis. Their purpose is to learn about each member municipality, hear about specific issues of importance and make a one-on-one connection.

The County of Wetaskiwin falls in the 2019 cycle. The RMA Member Visit with Councils will be attended by Kathy Rooyakkers, District Director, Gerald Rhodes, Association’s Executive Director, and Al Kemmere, President.

RMA is offering two options:
1. A standard member 1 hour meeting; either attached to a Council meeting, Committee meeting or stand alone; and an additional informal lunch (if near lunch time) or;
2. A member familiarization tour and meeting; a maximum 4-hour event where they would have a meeting and then be willing to have a tour of the County to learn about the County’s operations and what makes the County unique.

They prefer municipalities who chose a stand-alone meeting or a meeting on a non-Council meeting date.

The following are monthly conflict dates that conflict with the RMA Representatives schedules:
- 1, 2 & 4th Wednesdays
- 1, 2 & 3rd Tuesdays

RMA is requesting a response as to general availability to meet by:
1. Providing general Council availability per month up to and including October (i.e. every Wednesday, 2nd & 4th Tuesdays, etc.), plus any other meetings when all Council will be together. Include potential stand-alone dates separate from the County’s meeting if possible.
2. Your preference of Member Visit option:
   a. Standard 1 hour meeting.
   b. Longer Familiarization Tour and meeting (up to 4 hours).
3. The key contact name, email address, and phone number to schedule the meeting with.

A response is requested by Friday, February 15th, 2019.

In 2016 Council met with RMA representatives John Whaley, District Director, Gerald Rhodes, Association’s Executive Director, and Al Kemmere, President on May 6th, 2016 (Call2Order Resolution No. CG20160202.1019). May 6th, 2016 was the annual County Open House date which the RMA Representatives were invited to attend.

The 2019 Council Open House is May 3rd, 2019.

Options for Council’s consideration:
1. Provide the approved Council meeting dates up to April, 2019 along with Council’s typical scheduling routine of Council General every 2nd Tuesday, Council Planning & Development every 2nd Thursday, Council Public Works & Council General every 4th Tuesday and that Council provide direction on the preference mode of scheduling a meeting with RMA Representatives.
2. Provide dates outside of a Council meeting to meet with RMA Representatives and direction on the preference mode of scheduling a meeting with RMA Representatives.
3. Provide the 2019 Council Open House of May 3rd, 2019 as a date to meet RMA Representatives and Council provide direction on the preference mode of scheduling a meeting with RMA Representatives.
4. Accept the invitation from RMA as information.

Administration recommended that Council approve May 3rd, 2019 as the date to meet with RMA Representatives and to provide direction on the preference of the Member Visit as per the options noted above.

Resolution CG20190129.029
MOVED: by Reeve T. Van de Kraats
that Council approve the date of May 3rd, 2019 at 9:30 a.m. to meet with the Rural Municipalities of Alberta (RMA) Representatives prior to the scheduled County of Wetaskiwin Open House.
13.7 Interplan Strategic Plan Update - December 2018 - Report

The County of Wetaskiwin has been involved in Strategic Planning for well over two decades. The results of the planning process have benefited the residents of the County and shown how strategic planning can drive an organization to success.

In a report presented by Administration, action and task progress to December 31, 2018 shows that 9% of 212 actions off track or failing. There are many reasons for an action to fail, the most common is lack of resources, including staffing and funding.

As well, the executive report outlining the strategic plan as it relates to budget was reviewed. Overall, most departments are within the budget guidelines and there are a number of outstanding journal entries for grants and reserve transfers to be made in conjunction with the year end audit.

The following is a summary of the Directorates for Action progress for 2018:

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<tr>
<th>Directorate</th>
<th>#Actions</th>
<th>% Completed</th>
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<tbody>
<tr>
<td>General Taxation</td>
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<tr>
<td>Council</td>
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<tr>
<td>Corporate Services (includes Admin, Finance, Comm, IT &amp; Building)</td>
<td>53</td>
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<tr>
<td>Enforcement Services</td>
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<tr>
<td>Cultural Services</td>
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Administration recommended that Council accept the interim Strategic Plan reports to December 31, 2017 as information.

Resolution CG20190129.030
MOVED: by Councillor J. Bishop
that Council accept the interim Strategic Plan reports to December 31, 2018 as information.
13.8 SV of Argentia – Agreement for Mulhurst Transfer Station - Report

The Summer Village of Argentia requested a meeting with the County to review their request to access the Mulhurst Transfer Station. Reeve T. Van de Kraats, CAO R. Hawken and Municipal Intern N. Finseth met with Mayor Oborowsky and CAO S. Roy.

The Summer Village will continue to have weekly pickup to be transported to the Sunnybrooke landfill. As well, annually the Summer Village holds a large pickup event which will also be transported to Sunnybrooke. The only use planned for the residents is extra garbage that isn’t picked up on the weekly pickup.

At their regular meeting on January 23, the Summer Village of Argentia approved the draft agreement as presented.

The County did enter into agreements with the Summer Village of MaMeO where the Summer Village paid both a capital and operating fee, however, that was for all garbage generated in the Summer Village.

1. Approve the agreement between the County and the Summer Village of Argentia for the use of the Mulhurst Transfer Station.
2. Deny the request from the Summer Village of Argentia to utilize the Mulhurst Transfer Station.

Administration recommended that Council approve the agreement between the County and the Summer Village of Argentia for the use of the Mulhurst Transfer Station.

Resolution CG20190129.031
MOVED: by Councillor D. Woitt
that Council approve the agreement between the County and the Summer Village of Argentia for the use of the Mulhurst Transfer Station effective January 1st, 2019 on a 5 year renewable term with rates reviewed annually.

Recorded

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<th>In Favour:</th>
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<tbody>
<tr>
<td>Reeve T. Van de Kraats</td>
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<td>Councillor L. Seely</td>
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Results

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Carried (5 to 1)

13.9 Amendments to Merit Policy #12.1.5 Non Union Employees - Report

The Merit Policy #12.1.5 Non Union Employees was reviewed and amended to make the Policy current in content and formatting, this Policy was created November 1996. There were several changes made to this policy, the most significant noted below in bold and strike through text:

- Section 2.5 Amended to read Director and
- Section 2.5.1 now reads A manager Director who report directly to the County Administrator, Chief Administrative Officer (CAO) or Assistant CAO.
- Section 3.4.2 Amended to read “Salary adjustments for employees at the Department Head level must be recommended by the County Administrator and approved by reported to Council.”
Council General Meeting, January 29th, 2019

- Section 3.7.3 Amended to read: "New employees will be put on a one year probation period and will be evaluated at the prior to the end of the probation period.
- Addition of Section 3.7.3 "The letter of offer must have outlined the expectations and conditions during the probationary period."

The Policy was approved by the Directors (eScribe Resolution #DM20190123.003) and is presented to Council for review.

Administration recommended that Council review the #12.1.5 Non Union Employees and approve as presented or amended.

**Resolution CG20190129.032**

MOVED: by Councillor K. Rooyakkers

that Council table discussions on the proposed amendments to the Merit Policy #12.1.5 - Non Union Employees to the Council General meeting of February 11th, 2019.

Carried Unanimously

### 13.10 Amendments to Leave for Non Union Employees Policy #12.1.8 - Report

The Leave for Non Union Employees Policy #12.1.8 was reviewed and amended to make the Policy current in content and formatting, this Policy was created March 1999, with the most current amended in 2004. There were several changes made to this policy, the most significant being:

- Section 1.1.1 Addition of “the equivalent hours of” when referring to the number of sick days per month.
- Section 1.1.5 Addition of “including medical dental appointments and an other medical related appointments”.
- Section 1.1.5 Removal of “Absence for less than one half day shall not be deducted. Absence for one half day or more, and less than a full day, shall be deducted as a half day.”
- Section 1.1.8 Addition of “the equivalent hours for” when referring to the maximum amount of accrued sick time.
- Section 1.1.9 Addition of “within 12 months with” when referring to employees who have recommenced employment with the County being credited previously accumulated sick time.
- Section 1.1.11 Addition of statement “Accumulated sick leave is not paid out at employment termination or retirement.”
- Section 1.1.12 Addition of statement “If an employee becomes sick while on vacation, they must use time as requested (vacation).”
- Section 1.5.1 remove “in accordance with the Leave Form Policy” and replace with "submitted to your supervisor”.
- Section 1.5.2 Addition of statement “For all leave types the CAO shall have the authority to extend approved leaves for extenuating circumstances (ie. Death in family, hospitalization).

Policy Statement:

The County of Wetaskiwin No. 10 recognizes the value of its human resource and strives to foster a positive work environment that meets the demands of changing technologies, increased work demands and promotes professional and personal growth.

The Policy amendments were approved by the Directors (eScribe Resolution #DM20190123.004) and are being presented to Council for approval.

Administration recommended that Council review the Leave for Non Union Employees Policy #12.1.8 and approve as presented or amended.

**Resolution CG20190129.033**

MOVED: by Councillor K. Rooyakkers
that Council table discussions on the proposed amendments to the Non Union Employees Policy #12.1.8 to the Council General meeting of February 11th, 2019.

Carried Unanimously

13.11 Amendments to Employee Attendance at Conferences or Meetings Policy #12.1.12 - Report

The Employee Attendance at Conferences/Meetings Policy #12.1.12 was reviewed and amended to make the Policy current in content and formatting, this Policy was created October 2000, with the most current amendment in 2012 by Resolution CG20121106.1021. There were several changes made to this policy, the most significant being as follows:

- Addition of 2.1.23 Bylaw Enforcement Officer, AMEA Alberta Municipal Enforcement Association
- Amendment to read 2.2.2 More than one day attendance: Pursuant to Subsistence and Travel Policy #12.2.7. The County will also pay spouse’s registration tickets and banquet tickets if he/she is able to attend.
- Deleted AESA Technician – AESA Conference as the Provincial Government made changes to the program structure and the conference and AESA Technician is no longer valid.

Policy Statement:

1.1. The Council of the County of Wetaskiwin recognizes the importance of employees attending conferences applicable to the delivery of services within their specific departments, and accepts responsibility for payment of related fees and expenses for attendance at the conference/meeting.

This policy has been approved by Directors (eScribe Resolution #DM20190123.005) and is provided to Council for review.

Administration recommended that Council review the Employee Attendance at Conferences/Meetings Policy #12.1.12 and approve as presented or amended.

Resolution CG20190129.034

MOVED: by Councillor K. Rooyakkers

that Council table discussions on the proposed amendments to the Employee Attendance at Conferences/Meetings Policy #12.1.12 to the Council General meeting of February 11th, 2019.

Carried Unanimously

13.12 Amendments to Association Fees Policy #12.1.13 - Report

The Association Fees Policy #12.1.13 was reviewed and amended to make the Policy current in content and formatting, this Policy was created October 1999, with the most current amended in 2013 by Call2Order Resolution PW20131008.1008.

There were several minor changes made to this policy to bring current to today’s naming conventions and procedures; however, the most significant being as follows:

- Addition of new Section 2.5 Accountant – CPA Alberta & Government Finance Officer’s Association.
- Addition of new Section 2.8 Tax Clerk – Alberta Assessor’s Association.
- Addition of new Section 2.11 Planning & Development Technologist – The Association of Science & Engineering Technology Professionals of Alberta (ASET)
- Addition of Section 2.22 Bylaw Enforcement Officer – Alberta Municipal Enforcement Association.
- Removed 2.23 from County Associate/Membership Fees – Canadian Taxpayers Federation.

Policy Statement:
The Council of the County of Wetaskiwin recognizes the importance of employees attending to Associations, and accepts responsibility for payment of the applicable Association fees.

This policy has been approved by Directors (eScribe Resolution #DM20190123.006) and is provided to Council for review.

Administration recommended that Council review the Association Fees Policy #12.1.13 and approve as presented or amended.

Resolution CG20190129.035
MOVED: by Councillor K. Rooyakkers

that Council table discussions on the proposed amendments to the Association Fees Policy #12.1.13 to the Council General meeting of March 12th, 2019.

Carried Unanimously

13.13 Amendments to Arrangements for Employees and Councillors Policy #12.1.16 - Report

The Arrangements for Employees & Councillors Policy #12.1.16 was reviewed and amended to make the Policy current in content and formatting, this Policy was created October 2003, with the most current amended in 2011 by Resolution CG20110712.1004. There was one addition made to the policy as follows:

1. Section 3, the addition of grandparent-in-law. The statement now reads: For bereavement purposes, a floral arrangement (or a donation to a chosen charitable organization) will be provided for an employee's immediate family, that is, current spouse, common law spouse, parent, mother-in-law, father-in-law, grandparent, grandparent-in-law, grandchild, child, brother, sister, brother-in-law, sister-in-law and any relative who has been residing in the employee's household.

Policy Statement:

The County of Wetaskiwin recognizes the value of its human resources and strives to foster a positive work environment. The County of Wetaskiwin therefore, wishes to establish a standard for the provision of arrangements and card (or donation to a chosen charitable organization) to employees and Councillors who are hospitalized, on maternity or bereavement leave.

This Policy was approved by Directors (eScribe Resolution #DM20190123.007) and is provided to Council for review.

Administration recommended that Council review the Arrangements for Employees & Councillors Policy #12.1.16 and approve as presented or amended.

Resolution CG20190129.036
MOVED: by Councillor K. Rooyakkers

that Council table discussions on the proposed amendments to the Arrangements for Employee & Councillors Policy #12.1.16 to the Council General meeting of March 12th, 2019.

Carried Unanimously

13.14 Amendments to Internal Trade Agreements Policy #12.4.2 - Report

The Internal Trade Agreements #12.4.2 was reviewed and amended to make the Policy current in content and formatting, this Policy was created June 1999. There were several changes made to this policy, the most significant being:

- Amendment to section 1.1. - The Council of the County of Wetaskiwin recognizes the requirement to comply with the Agreement on Internal Trade and subsequent Annexes, ratified on July 18, 1994 Canadian Free Trade Agreement, to ensure trade barriers within Canada are eliminated and free trade rights exist across Canada. Accordingly, all tenders for goods and services in excess of $100,000 and
all construction tenders over $250,000, $25,000 or greater for goods, $100,000 or greater for services and $100,000 or greater for construction shall be subject to the Agreement on Internal Trade Canadian Free Trade Agreement and shall be tendered in accordance with the terms and conditions contained therein. Further, every effort shall be made to ensure the tender does not discriminate between suppliers, or goods or services on the basis of geographic location in Canada.

- Replacement of Agreement for Internal Trades with Canadian Free Trade agreement in Sections 2.1.7 and 2.3.

Policy Statement now reads:

1. The Council of the County of Wetaskiwin recognizes the requirement to comply with the Canadian Free Trade Agreement, to ensure trade barriers within Canada are eliminated and free trade rights exist across Canada. Accordingly, $25,000 or great for goods, $100,000 or greater for services and $100,000 or greater for construction shall be subject to the Canadian Free Trade Agreement and shall be tendered in accordance with the terms and conditions contained therein. Further, every effort shall be made to ensure the tender does not discriminate between suppliers, or goods or services on the basis of geographic location in Canada.

2. This policy was approved by Directors (eScribe Resolution #DM20190123.009) and is provided to Council for review.

Administration recommended that Council review the Internal Trade Agreements #12.4.2 and approve as presented or amended.

Resolution CG20190129.037
MOVED: by Councillor K. Rooyakkers
that Council table discussions on the proposed amendments to the Internal Trade Agreements #12.4.2 to the Council General meeting of March 12th, 2019.

Carried Unanimously

15. INFORMATION ITEMS

15.1 RMA Charitable Gaming - Report

In early 2018, the Rural Municipalities of Alberta (RMA) launched a Member Committee to research and recommend improvements to Alberta's charitable gaming system to support equality for eligible organizations in all areas of the Province as per RMA Resolution 13-17F. In December 2018, the Committee's completed report was endorsed by the RMA Board of Directors.

This report is especially timely given that Alberta Gaming Liquor and Cannabis Commission (AGLC) has announced the commencement of a formal review of Alberta's charitable gaming model beginning with the distribution of a survey to eligible charitable organizations. RMA encourages members to share the report with organizations to inform their participation in review process.

RMA believes that the report's principles and recommendation will lead to meaningful improvements in the value that eligible charitable organizations receive from their voluntary commitments without causing an unreasonable amount of upheaval to the current system.

The Committee's final report provided a detailed description and analysis of Alberta's current charitable gaming system and its impacts on charitable organizations across the Province. It also includes five principles that the Committee believes would characterize an effective and equal charitable gaming system, as well as four recommendations, which if adopted by the Alberta Gaming, Liquor and Cannabis Commission (AGLC) and other stakeholders, would provide first steps in transitioning the system to one that is equal for all organizations involved. The principles and recommendations are explained in detail in the report, but can be summarized as follows:

Principle 1: Stability
Any changes made to the model should limit short-term “shocks” to organizations that rely on gaming revenues to support their operations.

Principle 2: Equitable Value

- All organizations eligible to derive funding from charitable gaming events in Alberta should be treated as having similar value and importance to society.

Principle 3: Equitable Access

- All charities in Alberta should have equitable access to fundraising opportunities through charitable gaming volunteerism.

Principle 4: Flexibility

- Charities of all sizes and capacities should have the ability to generate revenue throughout charitable gaming volunteerism. The system should reduce barriers to participation as much as possible.

Principle 5: Volunteer-Driven

- Volunteer play a critical role in raising proceeds for their own organizations, and in supporting the sustainability of Alberta’s casinos. Barriers to volunteering should be mitigated for organizations in all areas of the province.

Recommendation 1: Pool a portion of the revenues generated in each region and distribute equally to all regions.

- Pooling 20% of revenues generated in each casino region and sharing them equally among all regions is a first step towards equality. This approach will not require fundamental changes to the current model and will significantly reduce the current revenue gap among regions.

Recommendation 2: Address inequities associated with the model.

- Revising the current travel and expense policies will reduce unfair costs that rural organizations incur to volunteer at casinos in comparison to organizations located near casinos. This and other minor changes will not disrupt the model but will help address inequities associated with it.

Recommendation 3: Stakeholders, including the AGLC, RMA and AUMA, should take a collaborative approach to improving the current gaming model.

- An inequitable structure disadvantages some organizations and advantages others. Previous consultations have resulted in entrenched positions in which those disadvantaged by the current model call for change and those advantaged call for the status quo. For meaningful improvements to be made, all stakeholders must acknowledge that the current system is not equal, and the model can be improved to better support organizations in all areas of the province.


- As the AGLC has indicated that a review of the current charitable gaming model is likely to commence in early 2019, RMA members are encouraged to use the report, principles and recommendations to inform their input into the review process. RMA will share the report directly with mayors/reesves and CAOs of all member municipalities and would encourage members to pass the report along to organizations within their communities.

Administration recommended that Council accept the RMA Charitable Gaming Report as information.

Resolution CG20190129.038

MOVED: by Councillor L. Seely

that Council accept the RMA Charitable Gaming Report as information.

Carried Unanimously

15.2 RMA Assessment Year Modifier Review - Report

Alberta Municipal Affairs has provided RMA with an update on the assessment year modifier (AYM) review that is currently underway. The AYM process is currently being reviewed as one component of a broader assessment model review for machinery and equipment property and linear pipeline property. The last complete model review occurred in 2005.
The complete review includes the following:

- Construction costs
- Assessment year modifier process
- Depreciation
- Additional depreciation

Municipal Affairs is currently in the process of gathering updated construction costs for machinery and equipment property and linear pipeline property. When construction costs are updated, focus will shift to reviewing and updating the AYM and depreciation process. While the current review is highly technical, Municipal Affairs plans to work with RMA and AUMA in fall 2019 to consider potential impacts that changes to the AYM process and broader assessment model may have on municipalities.

Assuming the review proceeds as scheduled, Municipal Affairs expects to have the review completed in time for the changes to be reflected in the 2019 Minister’s Guidelines for Linear Property, Machinery and Equipment, Railway and Farm Land, which would apply for the 2020 tax year.

Municipal Affairs plans to undertake in similar review of electric power system assessment in 2020 and telecommunications and railway system assessment in 2021.

RMA will continue to share information on the review process as it becomes available.

Administration recommended that Council accept the Assessment Year Modifier Review Update as information.

Resolution CG20190129.039
MOVED: by Reeve T. Van de Kraats
that Council accept the Assessment Year Modifier Review Update as information.

Carried Unanimously

15.3 District Endorsed Resolutions Update for District 1 & 3 - Report

As part of RMA’s resolution process, municipalities are encouraged to submit resolutions to their districts for discussion and endorsement prior to forwarding them to RMA for inclusion on the resolution agenda at each convention. Members are encouraged to search RMA’s Resolution Database for active resolutions prior to submitting a new resolution. To assist municipalities in avoiding resolutions that duplicate those endorsed in other districts, RMA provides the name and sponsoring municipality of resolutions endorsed at district meetings on a weekly basis as district meetings occur.

On January 14, 2019, District 3 (Pembina River) held a district meeting where the following Resolutions were endorsed:

- Access of Agriculture-Specific Mental Health Resources – Sponsored by Lac Ste Anne County
- Bighorn County Proposal Consultation – Sponsored by Brazeau County.

On January 18, 2019 District 1 (Foothills-Little Bow) held a district meeting where the following Resolution was endorsed:

- Solar Power Reclamation – MD of Taber.

Administration recommended that Council accept the District Endorsed Resolutions Update for District 1 and 3 as information.

Resolution CG20190129.040
MOVED: by Councillor L. Seely
that Council accept the District Endorsed Resolutions Update for District 1 and 3 as information.

Carried Unanimously

The Government of Alberta is in the process of reviewing the Police Act. As part of this review, the Police Act review team sent a survey to all municipalities in Alberta. The survey is part of the broader review process which includes targeted in-person round table meetings with a variety of stakeholders, including Rural Municipalities of Alberta (RMA).

The survey will remain open until February 16, 2019.

RMA’s Position Statement on Community Services is provided for Council's review.

Administration recommended that Council accept the Government of Alberta Seeking Municipal Input on Police Act Review as information.

Resolution CG20190129.041
MOVED: by Councillor K. Adair
that Council accept the Government of Alberta Seeking Municipal Input on Police Act Review as information.

Carried Unanimously

15.5 RMA Contact Bulletins for January 3-24, 2019 - Report

The following information item is provided for Council’s review:

1. RMA Circulars:
   a. Contact Newsletters: January 3, 2019, January 11, 2019, January 17, 2019 and January 24, 2019

2. RMA Member Bulletins:
   a. Fall 2018 Advocacy Report Card Now Available
   b. Grassland Conservation Tool Now Available
   c. RMA Post-Secondary Scholarship Winners
   d. Call for Nominations: Safety Codes Council Technical Coordinating Committee Member
   e. Updated Traffic Accommodation in Work Zone Manual Available
   f. Additional Species Proposed to be Added to Species at Risk Act
   g. Registration Open for Subdivision and Development Appeal Board Training Webinars
   h. Infrastructure Asset Management Alberta (IAMA) Workshop on February 13
   i. Run for a Spot on the Infrastructure Asset Management Alberta (IAMA) Board
   j. Get Recognized for Your Municipality's Excellence
   k. Funding now available through the Community Generation Capacity Building Program
   l. Make Professional Development Part of your Convention with the EOEP
   m. Lethbridge County Business Tax Upheld by Alberta Court of Appeals
   n. Funding for Agricultural Plastics Recycling Pilot Project Announced
   o. Changes to the Water Act Applications Process
   p. Check Out FCM’s Newest Asset Management Resources

Administration recommended that Council accept the RMA documents provided as information.

Resolution CG20190129.042
MOVED: by Councillor K. Rooyakkers
that Council accept the RMA documents provided as information.

Carried Unanimously

16. ADJOURN

Resolution CG20190129.043
MOVED: by Councillor K. Rooyakkers
that the meeting adjourn at 4:15 p.m.

Carried Unanimously

_________________________
REEVE

_________________________
CHIEF ADMINISTRATIVE OFFICER
Council General Meeting
MINUTES

Monday, February 11, 2019, 9:00 AM
Council Chambers
County Administration Building

Present
Reeve Terry Van de Kraats
Councillor Josh Bishop
Councillor Bill Krahn
Councillor Dale Woitt
Councillor Ken Adair
Councillor Kathy Rooyakkers
Councillor Lyle Seely

Staff Present
Rod Hawken, County Administrator
Verna Lonsdale, Recording Secretary
Naomi Finseth, Municipal Intern

1. CALL TO ORDER
The Council General Meeting for the County of Wetaskiwin No. 10 was called to order by Reeve T. Van de Kraats in the Council Chambers, of the County of Wetaskiwin Administration Office, commencing at 9:03 a.m. on Monday, February 11th, 2019.

2. APPROVAL OF AGENDA
Resolution CG20190211.001
MOVED: by Councillor K. Adair
to approve the agenda for the Council General Meeting, Monday, February 11th, 2019 as presented.

Carried Unanimously

4. COUNCILLOR REPORTS
Resolution CG20190211.002
MOVED: by Councillor K. Adair
that the Councillor's January, 2019 monthly reports be accepted as presented.

Carried Unanimously

5. ADMINISTRATION REPORTS
5.1 CAO January 2019 Month End Report
The Business Plan for Business Unit 1201 - Administration - Action 1.2.1.1 states: "Effectively manage the finances and resources of Administration", therefore, Mr. Hawken, CAO provides his January, 2019 monthly report (copy attached to these minutes).
Administration recommended that Mr. R. Hawken, CAO’s January, 2019 monthly report be approved as presented.
Resolution CG20190211.003
MOVED: by Councillor L. Seely
that Council approve Mr. R. Hawken, CAO’s January, 2019 monthly report as presented.

Carried Unanimously

6. DELEGATION - 9:30 A.M. - Eric Oddson - Conservation Parcel
A delegation consisting of Eric Oddson entered the meeting at 9:30 a.m.
6.1 Eric Oddson – Proposal of Sale of Land to County for Conservation Purposes - Report

An email was received on January 2nd, 2019 from Eric Oddson regarding the NW 25-47-1-W5M (Land File #3034.00) on the north side of Pigeon Lake. Mr. Oddson is the Executor of the Estate of Lucille M. Oddson and through estate proceedings is trying to have the land secured as a Nature Conservancy and as executor has the responsibility in the best interest of the Estate beneficiaries to convert the Estate property to money. Mr. Oddson is offering the land to the County of Wetaskiwin for sale and would require compensation to recover the capital gains evaluation at the time of the Estate’s final tax return. He is offering to sell the quarter for $325,000 plus any equity gain. The County of Wetaskiwin’s 2017 tax assessment for this property was $417,580.

Mr. Oddson has approached Alberta Fish and Game Association, Edmonton & Area Land Trust as well as Ducks Unlimited to inquire if they would be interested in purchasing this property in the foreseeable future and was advised the land purchase was not within their scope of interest.

Mr. Oddson will be in attendance to present to Wetaskiwin Council his offer to see if the County is interested in purchasing the quarter for land preservation.

The land is currently zoned Agricultural and is 161 acres in Division 5 is fully treed. The bio-diversity of this property is that it remains in its natural state with untouched boreal forest and wildlife in a natural environment.

If the County of Wetaskiwin agreed to purchase the NW 25-47-1-W5M it would fall in line with the Provincial Government’s push for rural recreational programs and available land for a mix of parks and public lands to preserve natural landscapes while supporting a wide range of world-class tourism and recreation opportunities.

The land could also be used for future recreational trails and activities while keeping in line with the direction of Council within the Trails Master Plan under the direction of the Leisure & Community Services Department.

Options for Council’s consideration:

1. Approve for the County of Wetaskiwin to purchase the NW 25-47-1-W5M from the Estate of Lucille M. Oddson in the amount of $325,000 for land preservation and future recreational needs.

2. Accept the offer to purchase the NW 25-47-1-W5M from the Estate of Lucille M. Oddson as information.

Administration recommended that Council accept the offer to purchase the NW 25-47-1-W5M from the Estate of Lucille M. Oddson as information.

A discussion ensued on the proposal and Mr. Oddson’s request to approve rezoning to a more appropriate land use such as Rural Conservation, Conservation Reserve or Watershed Protection. Mr. Oddson was advised to work with the Planning & Economic Department regarding the rezoning application process.

Resolution CG20190211.004

MOVED: by Councillor L. Seely

that Council accept the offer to purchase the NW 25-47-1-W5M from the Estate of Lucille M. Oddson as information.

Carried Unanimously

Reeve. T. Van de Kraats thanked the delegation for attending and Mr. Oddson left the meeting at 9:58 a.m.

7. DELEGATION - 10:00 A.M. - Mike Zajac - Director of Emergency Services

Mike Zajac, Director of Emergency Services entered the meeting at 9:59 a.m.

7.1 Revisions to Hazard Assessments and creation of Safe Work Procedure - Report
With the recent incident of the chemical spill on October 2, 2018, Administration has revised three Hazard Assessment’s, created a new Safe Work Procedure and amended an existing Safe Work Procedure.

These include HA-0016 Road Maintenance - Oil Paved, HA-0017 Road Maintenance - Gravel and HA-0022 Road Side Mowing, new Safe Work Procedure 045 called Roadside Cleanup and amendment to Safe Work Procedure 030 Road Maintenance.

At the December 11, 2018 Health & Safety Committee Meeting, it was resolved that the Committee approve the Hazard Assessment’s as presented and that Administration forward the information to the next Director’s meeting (Resolution No. HS20181211.1003).

At the December 11, 2018 Health & Safety Committee Meeting, it was moved that the Committee approve Safe Work Procedure 045 as presented and that Administration forward the information to the next Director’s meeting (Resolution No. HS20181211.1004).

At the December 11, 2018 Health & Safety Committee Meeting, it was resolved that the Committee approve the amendment to Safe Work Procedure 030 as presented and that Administration forward the information to the next Director’s meeting (Resolution No. HS20181211.1005).

At the January 23, 2019 Director’s Meeting, it was resolved to approve the revisions to HA-0016 Road Maintenance - Oil Paved, HA-0017 Road Maintenance - Gravel and HA-0022 Road Side Mowing as presented and forward to Council for information (Resolution No. DM20190123.019).

At the January 23, 2019 Director’s Meeting, it was resolved to approve the updates to the Safe Work Procedures and forward to Council for information (Resolution No. DM20190123.020).

Administration recommended that Council approve the revisions to HA-0016 Road Maintenance - Oil Paved, HA-0017 Road Maintenance - Gravel and HA-0022 Road Side Mowing, new Safe Work Procedure 045 called Roadside Cleanup and amendment to Safe Work Procedure 030 Road Maintenance as information.

Resolution CG20190211.005
MOVED: by Councillor L. Seely

that Council approve the revisions to HA-0016 Road Maintenance - Oil Paved, HA-0017 Road Maintenance - Gravel and HA-0022 Road Side Mowing, new Safe Work Procedure 045 called Roadside Cleanup and amendment to Safe Work Procedure 030 Road Maintenance as information.

Carried Unanimously

7.2 BL201908 Fire Bylaw repealing BL201644 - Report

By-law 2016/44 is a By-law of the County of Wetaskiwin for the purpose of establishing and operating the County’s Fire Services, providing fire protection to the County and the recovery of fire protection charges.

In accordance with the County of Wetaskiwin Strategic Plan 2.1.3.8 that states, “Review of current Fire By-laws” resulted in several amendments as well as updating and clarification to deal with the changes to the fire billing process as well housekeeping items. Bylaw 2019/08 will repeal Fire Protection By-law 2016/44 in its entirety.

The significant amendments to the Fire Protection Bylaw are noted in bold and strike through text as follows:

- Addition of a definition for “negligence”.
- Addition of a definition for “re-ignite/re-ignition”.
- Minor housekeeping under Section 3 Fire Services 3.1(i) Providing rescue services for motor vehicles collisions, not including water or ice rescue. Water or ice rescue was duplicated in Bylaw 2016/44.
- Add wording to Section 5 Authority & Responsibility of Fire Chief 5.6 (b) …….“for reimbursement by the County and statistical purposes”.
• New text under Section 10 Permitted & Prohibited Fires (10.9) All fires are the responsibility of the landowner(s), including re-ignitions.

• New text under Section 11 (11.6) Fire Permits are not permitted in Hamlets within the County of Wetaskiwin, on County Environmental Reserve properties, Municipal Reserve properties or County Parks.

• Minor wording amendment under Section 11.7 (f) Be responsible for any costs incurred by the Fire Department when called upon to extinguish such fire if, in the opinion of the Fire Chief or his designate, the fire is a result of negligence or in any way in contravention of this Bylaw.

• Minor wording amendment under Section 12 (12.4) Low Level Fireworks are not permitted in Hamlets within the County of Wetaskiwin, on County Environmental Reserve properties, Municipal Reserve properties or County Parks.

• Minor wording amendment under Section 12 (12.8(d)) be responsible for any costs incurred by the Fire Department when called upon to extinguish such fireworks if, in the opinion of the Fire Chief or his designate, the fireworks are a hazard to persons or property the result of negligence or in any way in contravention of this Bylaw;

New - Section 14 Fire Protection Charges:

14.1 Upon providing Fire Protection within the County’s boundaries, to a County landowner, the County may, in its sole and absolute discretion, charge any or all of the following persons if negligence or any contravention of this Bylaw occurred, namely:

the person or persons causing or contributing to the incident; or

the owner or occupant of the parcel of land;

Fire Protection Charges, and all persons charged are jointly and severally liable for payment of the Fire Protection Charges to the County as per Schedule B.

14.2 Upon providing Fire Protection outside the County’s boundaries, to a non-County landowner, the County may, in its sole and absolute discretion, charge any or all of the following persons, namely:

1. the person or persons causing or contributing to the incident;

2. Fire Protection Charges, and all persons charged are jointly and severally liable for payment of the Fire Protection Charges to the County.

14.3 All Fire Protection which occurs on Provincial Highways will be charged directly to Alberta Transportation for re-imbursement.

14.4 Fire Protection Charges shall be paid within thirty (30) days of receipt.

14.5 A landowner within the County’s boundaries to which Fire Protection is provided is not liable for Fire Protection Charges incurred unless negligence or any contravention of this Bylaw occurred and the County may add to the tax roll of the parcel of land all unpaid Fire Protection Charges (after thirty (30) days), which forms a special lien against the parcel of land in favor of the County from the date the amount was added to the tax roll, in accordance with section 553 of the Municipal Government Act.

14.6 A non-County resident outside the County’s boundaries to which Fire Protection is provided is liable for Fire Protection Charges incurred and the County may forward all unpaid Fire Protection Charges (after thirty (30) days) to a Collections Agency.

New text addition under Schedule “B” Fire Protection Charges:

(8) Four hundred Dollars ($400.00) per hour per Fire Services Apparatus (excluding ATV’s) dispatched to an Incident for Fire Protection for Mutual Aid between Fire Departments within the County of Wetaskiwin.

This is a change from the current rate of $200.00 per hour per Fire Services Apparatus (excluding ATV’s) dispatched to an Incident for Fire Protection for Mutual Aid between Fire Departments within the County of Wetaskiwin.
New text addition under Schedule “B” Fire Protection Charges:

(9) Alberta Transportation rates are charged out as per Alberta Transportation’s Table 1: Rates of Reimbursement for Fire Department Units Responding within a Provincial Highway Right of Way.

Administration recommended that Council approve three (3) readings of Bylaw 2019/08 a by-law of the County of Wetaskiwin No. 10 in the Province of Alberta, cited as the Fire Services Bylaw. Bylaw 2016/44 will be repealed in its entirety.

Bylaw 2019/08 a by-law of the County of Wetaskiwin No. 10 in the Province of Alberta, cited as the Fire Services Bylaw. Bylaw 2016/44 will be repealed in its entirety.

Resolution CG20190211.006
MOVED: by Councillor K. Adair
that Bylaw 2019/08 be given first reading.
Carried Unanimously

Resolution CG20190211.007
MOVED: by Councillor D. Woitt
that By-law 2019/08 be given Second Reading.
Carried Unanimously

Resolution CG20190211.008
MOVED: by Councillor B. Krahn
that By-law 2019/08 be presented for Third Reading.
Carried Unanimously

Resolution CG20190211.009
MOVED: by Councillor J. Bishop
that By-law 2019/08 be given Third Reading and it be declared finally passed and the Reeve and Chief Administrative Officer be authorized to sign same and affix thereto the corporate seal of the County of Wetaskiwin No. 10.
Carried Unanimously

7.3 Fire Protection Agreements with Summer Villages - Report

The County of Wetaskiwin has Fire Protection Agreements with the Summer Villages of Sundance Beach, Silver Beach, Itaska Beach, Golden Days, Argentia Beach, Crystal Springs, Ma-Me-O Beach, Poplar Bay, Norris Beach and Grandview.

The agreements have been duly signed by the respective Council and Administrator for the Summer Villages of Sundance Beach, Silver Beach, Itaska Beach, Golden Days, Argentia Beach, Crystal Springs, Ma-Me-O Beach, Poplar Bay, Norris Beach and Grandview.

The agreement shall be in effect for a period of sixty months (60), commencing on the first day of January, 2019 and continuing until December 31, 2023. This is continuing on from the previous agreement that was in effect from January 1, 2014 to December 31, 2018.

For each registered parcel of land in the Summer Village including reserve/park land up to a maximum of 5 acres per parcel, a fee of $57.47 which shall be established from the 2019 year (January to December).

The fire protection fee will be subject to an annual minimum increase of 2% (changed from the previous 3%) or the Alberta CPI for the period August 1 to July 31 each year, whichever is higher.

For each occurrence and response, additional fire service costs will be invoiced to the Summer Village, on the basis of (Schedule C):
1. A fee of $150.00 per truck for each additional half (1/2) hour thereafter or any portion thereof;
2. A fee of $150.00 per call out for false alarms (including security systems);
3. Four hundred Dollars ($400.00) per hour per Fire Services Apparatus (excluding ATV's) dispatched to an Incident for Fire Protection.
4. Two Hundred Dollars ($200.00) per hour per ATV dispatched to an Incident.
5. Two Hundred Dollars ($200.00) per hour for scene security costs.
6. Three Hundred Dollars ($300.00) per hour for fire investigation and administration fees.
7. Three Hundred Dollars ($300.00) flat rate per unfounded alarm call.
8. Three Hundred Dollars ($300.00) flat rate per Medical First Response call.
9. Any other disbursements or expenses incurred by the County for Fire Protection at an Incident, including but not limited to services provided by independent contractors or other municipalities under mutual aid or other agreement.
10. Actual costs charged for additional water supplied by a private trucking firm;
11. All costs incurred by bringing in another fire department as back-up in order to save property from fire destruction;
12. Actual costs incurred for use of chemical or foam supplied to assist in containing fire.
These fees outlined in Schedule “C” are subject to change based on amendments by the County under Bylaw # 2019/08 or amendments thereto.

Administration recommended Council approve the Fire Protection Agreements between the Summer Villages of Sundance Beach, Silver Beach, Itaska Beach, Golden Days, Argentia Beach, Crystal Springs, Ma-Me-O Beach, Poplar Bay, Norris Beach and Grandview for the period of January 1, 2019 continuing until December 31, 2023.

A discussion ensued on whether the Fire Service rates are high enough to contribute to Capital. Administration advised these agreements represent a retainer that can contribute to Capital.

Resolution CG20190211.010
MOVED: by Councillor L. Seely
that Council approve the Fire Protection Agreements between the Summer Villages of Sundance Beach, Silver Beach, Itaska Beach, Golden Days, Argentia Beach, Crystal Springs, Ma-Me-O Beach, Poplar Bay, Norris Beach and Grandview for the period of January 1, 2019 continuing until December 31, 2023.

Carried Unanimously

7.4 2019 Fire Guardians - Report

By-law 2016/44, Section 9.1, provides for Council to appoint Fire Guardians. The fire permit season historically begins April 1 of the current year. At the August 18, 2015 Council General Meeting, it was moved to approve the County of Wetaskiwin's annual fire season to mirror Environment and Sustainable Resource Development’s (ESRD) which is March 1st to October 31st each year (Resolution No. CG20150818.1020).

The annual Fire Guardian orientation will be held Friday February 22, 2019 from 10:00 a.m. - 12:00 p.m. with lunch provided in the Council Chambers.

The Fire Guardian list is advertised in the Pipestone Flyer from March to October of each year and posted on the County website.

The list of Fire Guardians for the 2019 fire season is as follows:

<table>
<thead>
<tr>
<th>Division 1</th>
<th>Division 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brianna Tancock, Donald Graff, Chad Irwin, Bill Krahn</td>
<td>Norman &amp; Karol Froom, Wayne Gist, Herb &amp; Fay Waters, Albert Faulkner, Ken Adair</td>
</tr>
</tbody>
</table>

| Division 6 |
|-----------|-----------|
|           | Division 2 |

Page 37 of 228
Administration recommended that Council approve the Fire Guardians for 2019 as presented.

**Resolution CG20190211.011**

MOVED: by Councillor B. Krahn

that Council approve the Fire Guardians for 2019 as follows.

<table>
<thead>
<tr>
<th>Division 1</th>
<th>Division 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brianna Tancock, Donald Graff, Chad Irwin, Bill Krahn</td>
<td>Norman &amp; Karol Froom, Wayne Gist, Herb &amp; Fay Waters, Albert Faulkner, Ken Adair</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Division 2</th>
<th>Division 6</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ray Boeve, Tim Hoogland, Terry Van de Kraats</td>
<td>Charles Collisson, Christine Woods, Albert Brandl, Kathy Rooyakkers</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Division 3</th>
<th>Division 7</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Dargatz, Dale Woitt</td>
<td>Gil Lechelt, Mary Arseneau, Amy Thompson, Lyle Seely</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Division 4</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>Herb &amp; Fay Waters, Kathy Jacobi, Keith Johnson, Josh Bishop</td>
<td>Mike Zajac, Director of Emergency Services, Steve Majek, Director of Ag Services, Community Peace Officers: Graham Harper, Dan Rabel, Nick Sahl</td>
</tr>
</tbody>
</table>

**Carried Unanimously**

### 7.5 Outstanding Ermineskin Cree Nation Fire Invoices – CG20190211 - Report

On October 13, 2012 the City of Wetaskiwin, Ermineskin Cree Nation, Samson Cree Nation, Louis Bull Tribe, Montana First Nation and the County of Wetaskiwin entered into a Mutual Aid Fire Agreement where the Fire Departments listed in the agreement would provide assistance when requested by another Fire Department.
The requesting Fire Department is invoiced and responsible to compensate for all applicable labor and equipment costs. The Mutual Aid Fire Agreement with Ermineskin Cree Nation, Clause 17 that states; "where a call is received or confirmed by the Requesting Party’s Authorized Representative and Supplying Party provides Assistance, the Requesting party shall compensate a Supplying Party for all applicable labour and Equipment as follows:

1. **For each fire fighting vehicle owned by the Supplying Party (as per Schedule A);**
2. **all other reasonable costs incurred by the Supplying Party, including but not limited to, specialized firefighting material, and repair or replacement to the Supplying Party’s Equipment, excluding repair or damage incurred as a result of ordinary wear or tear or incurred as a result of the. Supplying Party’s negligence (such as the losing of equipment) or willful misconduct of a Supplying Party, its officials, employees, servants, successors or assigns”.

Ermineskin has multiple outstanding fire invoices with Wetaskiwin Rural Fire Department, Buck Lake/Alder Flats Fire Department and the South Pigeon Lake Fire Department totalling $67,719.00.

Administration sent a letter to Ermineskin on June 18, 2018 stating the County of Wetaskiwin would like to continue to work with Ermineskin Cree Nation to provide fire services; however, if fire charges remained outstanding County Administration may have to consult with County Council on whether Fire Department response is a service that the County will continue to provide to Ermineskin Cree Nation. Ermineskin was asked to contact Director of Emergency Services Mike Zajac by July 15, 2018 and if no response was received this issue would go to Council for discussion.

The following is a summary of outstanding invoices totalling $67,719.00:

- South Pigeon Lake Fire Department, $58,919.00 (Invoices from 2008 to current)
- Wetaskiwin Rural Fire Department, $6,700.00 (Invoices from 2016)
- Buck Lake/Alder Flats Fire Department, $2,100.00 (Invoices from 2017)

Director of Emergency Services Mike Zajac contacted Tom Littlechild, Regional Technical Advisor with the Office of the Fire Commissioner to schedule a meeting to address the outstanding accounts with Ermineskin Cree Nation. On November 26, 2018 a meeting was held with the Ermineskin Fire Department, Tom Littlechild, Regional Technical Advisor with the Office of the Fire Commissioner, and Mike Zajac, Director of Emergency Services. Ermineskin Cree Nation was going to contact the Alberta Emergency Management Agency to determine whether a State of Local Emergency (SOLE) was declared. To this date no contact has been made with Mike Zajac since the meeting, Administration is bringing this issue forward for Council’s discussion and direction.

Clause 3 in the Mutual Fire Aid Agreement with Ermineskin Cree Nation, Louis Bull Tribe, Montana First Nation, Samson Cree Nation and the County of Wetaskiwin states; "This Agreement shall remain in full force and effect for a period of three (3) years from the date hereof (hereinafter referred to as the “Term”). At the expiration of the Term this Agreement will continue in full force and effect on a year-to-year basis until such time as it is renegotiated or terminated. Either party may terminate this Agreement, upon thirty days written notice, if the other party commits a fundamental breach of Agreement”.

If Ermineskin Cree Nation were to pay their outstanding invoices in full, moving forward, the County could request a retainer amount (example: $25,000.00) for future responses.

Options for Council’s consideration:

1. **Remain status quo and continue with the Mutual Fire Aid Agreement between Ermineskin Cree Nation, Louis Bull Tribe, Montana First Nation, Samson Cree Nation and City of Wetaskiwin and continue with collection attempts with the Ermineskin Cree Nation for their outstanding balance of $67,719.00 representing invoices from the South Pigeon Lake Fire Department, Wetaskiwin Rural Fire Department and Buck Lake/Alder Flats Fire Department.**
2. Provide "Notice to Terminate" the Mutual Fire Aid Agreement with the Ermineskin Cree Nation in accordance with Clause 3 of the Mutual Fire Aid Agreement that states: “Either party may terminate this Agreement, upon thirty days written notice, if the other party commits a fundamental breach of Agreement” until such time the outstanding balance of $67,719.00 is paid in full.

Administration recommended the County of Wetaskiwin provide "Notice to Terminate" the Mutual Fire Aid Agreement with the Ermineskin Cree Nation in accordance with Clause 3 of the Mutual Fire Aid Agreement that states: “Either party may terminate this Agreement, upon thirty days written notice, if the other party commits a fundamental breach of Agreement” until such time the outstanding balance of $67,719.00 is paid in full.

A discussion ensued on providing Ermineskin Cree Nation a 30 day written notice to terminate as per the Mutual Fire Aid Agreement.

**Resolution CG20190211.012**

MOVED: by Councillor L. Seely

that Council approve for the County of Wetaskiwin to provide "Notice to Terminate" effective February 11th, 2019, the Mutual Fire Aid Agreement with Ermineskin Cree Nation in accordance with Clause 3 of the Mutual Fire Aid Agreement that states: “Either party may terminate this Agreement, upon thirty days written notice, if the other party commits a fundamental breach of Agreement” until such time the outstanding balance of $67,719.00 is paid in full.

Carried Unanimously

### 7.6 Buck Lake Alder Flats Fire Department Fire Station – Upgrade - Report

The Buck Lake / Alder Flats Fire Department have outgrown their current facility and are in need of a renovation / addition or a replacement fire station. The current Buck Lake / Alder Flats Fire Hall is located at 63059 Hwy 13 and was purchased in October of 1987. The Fire Hall underwent an addition and renovation in June of 2002. Since 1987, the staffing in the Fire Department has increased and trucks purchased today are taller, longer and heavier to meet the demands of the current type of calls and the volumes.

The Buck Lake / Alder Flats Fire Department have a combined total Reserve balance of $666,827.92 in their Capital and Operating Reserves. The following is a summary of reserve balance ending December 31, 2018:

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Reserve</td>
<td>$496,782.92</td>
</tr>
<tr>
<td>Operating Reserve</td>
<td>$170,045.00</td>
</tr>
<tr>
<td>Total</td>
<td>$666,827.92</td>
</tr>
</tbody>
</table>

In July 2018 Director of Emergency Services Mike Zajac met with Colin Roggeveen of RPM Consulting Services Inc. to discuss the options to renovate the existing fire station or construct a new station on another site. Mr. Roggeveen provided a letter containing several options with respects to the addition / renovation and all the options presented contain implications that will affect an addition.

On January 30th, 2019, Mr. Zajac attended a meeting at the Buck Lake Seniors Center with representation from the Buck Lake / Alder Flats Fire Department and the Zone 5 Fire and Rescue Society. Options of a new fire station or an addition / renovation were presented to the group, as well as the pros and cons of an addition / renovation or new fire station. It was the opinion of the Buck Lake / Alder Flats Fire Department and the Zone 5 Fire and Rescue Society, Mr. Roggeveen and Mr. Zajac that an addition / renovation were not the best option due to the current configuration of the existing fire station.
The Buck Lake / Alder Flats Fire Department and the Zone 5 Fire and Rescue Society realize that a new fire station is a more costly option. Mr. Zajac presented the option of extending the service life of the current fire trucks from fifteen years typically been followed to twenty years, which has been done with other County Fire Departments and Societies, to make costly projects possible. During the meeting a motion was made to extend the service life of the current fire trucks to twenty years.

The first step in moving forward with construction of a new Fire Hall is location. Administration discussed a potential purchase of a 5 acre site with a local landowner. This proposed 5 acre site would allow for the construction of a new fire station that would meet the current demands of today’s operations and well into the future. The 5 acres would also be large enough to not only contain a fire hall and any future expansion if necessary and could also accommodate a potential future training facility as well.

**Pros and Cons of New Construction**

<table>
<thead>
<tr>
<th>Pros</th>
<th>Cons</th>
</tr>
</thead>
<tbody>
<tr>
<td>50 year solution</td>
<td></td>
</tr>
<tr>
<td>Allows for future expansion</td>
<td>More costly option of $2,000,000.00</td>
</tr>
<tr>
<td>Land would allow for future training</td>
<td>Negative public perception for such a costly project for the area</td>
</tr>
<tr>
<td>grounds</td>
<td></td>
</tr>
<tr>
<td>There will be no height, length, or weight restrictions for the future purchase of fire trucks</td>
<td></td>
</tr>
<tr>
<td>Current fire hall could be sold to offset the new construction costs</td>
<td></td>
</tr>
</tbody>
</table>

**Pros and Cons of Addition / Renovation**

<table>
<thead>
<tr>
<th>Pros</th>
<th>Cons</th>
</tr>
</thead>
<tbody>
<tr>
<td>Much more cost effective than new</td>
<td>Only offers a 15 year solution</td>
</tr>
<tr>
<td>construction</td>
<td></td>
</tr>
<tr>
<td>Renovation / addition would be faster than new construction</td>
<td>Addition would not be ideal due to the lack of land and the current configuration of land and building</td>
</tr>
<tr>
<td></td>
<td>Unknowns are possible in renovations / additions of older buildings</td>
</tr>
<tr>
<td></td>
<td>Future purchase of fire trucks is difficult due to current size of fire hall</td>
</tr>
</tbody>
</table>

**Other County Fire Station Lot Sizes**

<table>
<thead>
<tr>
<th>Fire Department</th>
<th>Lot Size</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buck Lake / Alder Flats</td>
<td>1 acre</td>
</tr>
<tr>
<td>South Pigeon Lake</td>
<td>1.33 acres</td>
</tr>
<tr>
<td>Mulhurst Bay</td>
<td>1.34 acres</td>
</tr>
<tr>
<td>Winfield</td>
<td>13 acres</td>
</tr>
</tbody>
</table>
If Council approved to move forward with negotiations to purchase a 5 acre site, construction costs to build a new fire hall could be allocated from the Zone Capital allocations.

Administration would present funding options back to Council to cover tendering and construction costs at a future Council meeting with a recommendation to retain the services of RPM Consulting Inc.

Options for Council’s consideration:
1. Remain Status quo, and forego the addition / renovation or new construction.
2. Approve for Administration to negotiation the purchase of a 5 acre site to accommodate construction of a new Buck Lake/Alder Flats Fire Hall and that negotiation outcomes be presented back to Council at a future Council meeting.

Administration recommended that Council approve for Administration to negotiation the purchase of a 5 acre site to accommodate construction of a new Buck Lake/Alder Flats Fire Hall and that negotiation outcomes be presented back to Council at a future Council meeting.

Mr. Zajak provided Council with the Buck Lake/Alder Flats 20 year analysis showing revenue generated through the fire mill rate that could provide funding for a new fire hall.

A discussion ensued on acquiring a letter from Alberta Transportation to determine if road infrastructure upgrades would be necessary prior to purchasing a 5 acres site.

Resolution CG20190211.013

MOVED: by Councillor L. Seely

that Administration investigate with Alberta Transportation their requirements for development of new fire hall and possible intersection upgrades and request a written declaration outlining requirements and present their response back to Council at a future Council meeting.

Carried Unanimously

Mr. Zajac left the meeting at 10:55 a.m.

8. DELEGATION - 10:30 A.M. - Rod Hawken, CAO

8.1 30th Annual MS Bike Tour - Report

On February 4, 2019, correspondence was received from Nicole Gasior, Manager, Development, Bike Tours, Multiple Sclerosis (MS) Society of Canada - Alberta and NWT Division, stating that the Society will be hosting their 30th annual bike tour on June 22 and 23, 2018, and requesting permission to use the highways in the jurisdiction of the County of Wetaskiwin.

Ms. Gasior states this bike tour is the largest Tour in Canada and is the highest fundraising Tour in Canada. In 2018, cyclists raised over $2 million dollars to help end MS.

Each year, the bike tour is broken into a 2-day event. The first day begins at Ritchie Brothers Auction House in Nisku at 7:30 a.m., heading South on Sparrow Drive, East on Airport Road (Township Road 502), South on Secondary Highway (SH) 814, East on SH 623, East on SH 617, South on SH 833. Cyclists continue east on Highway 13 to finish day 1 at the Camrose Regional Exhibition Grounds. A challenge route, which only 200 cyclists are expected to utilize will start at South on SH 814, they will cross SH 623 and continue South on SH 814, East on SH 616, and North on Range Road 233 until meeting the regular route at SH 623.

Day 2 starts at the Camrose Regional Exhibition Grounds at 7:30 a.m., West on Highway 13 through Camrose, North on SH 814, West on Airport Road (TWP Road 502), North on Sparrow Drive to Ritchie Brothers Auctioneers.

Correspondence requesting permission to use local road infrastructure has also been forwarded to the Counties of Leduc, Camrose, Cities of Leduc, Camrose, and Wetaskiwin, hospitals, fire departments and ambulance services. Community Police
Radio Network Association (CPRN) and the Canadian Ski Patrol will assist with communications and safety.

Wetaskiwin, Leduc, and Camrose RCMP have been notified of the event.

A copy of the correspondence received from the MS Society of Canada has been provided for review by Council.

Administration recommended that Council approve sending a response letter to the Multiple Sclerosis (MS) Society of Canada notifying them that the County of Wetaskiwin grants permission to utilize any highways or local roads in the jurisdiction of the County of Wetaskiwin under the following conditions:

- All stipulations and regulation outlined by Alberta Infrastructure are adhered to;
- Cyclists must obey all rules of the road and traffic control devices;
- Adequate liability insurance must be provided by the Society for the event; and
- The Tour Organizers agree to indemnify and hold harmless the County of Wetaskiwin No. 10, its employees and agents of and from any loss, cost, claims, expenses, action, or demands of any nature whatsoever arising out of the Tour Organizers exercise of the permission granted.

Resolution CG20190211.014

MOVED: by Councillor K. Rooyakkers

that Council approve sending a response letter to the Multiple Sclerosis (MS) Society of Canada notifying them that the County of Wetaskiwin grants permission to utilize any highways or local roads in the jurisdiction of the County of Wetaskiwin under the following conditions:

- All stipulations and regulation outlined by Alberta Infrastructure are adhered to;
- Cyclists must obey all rules of the road and traffic control devices;
- Adequate liability insurance must be provided by the Society for the event; and
- The Tour Organizers agree to indemnify and hold harmless the County of Wetaskiwin No. 10, its employees and agents of and from any loss, cost, claims, expenses, action, or demands of any nature whatsoever arising out of the Tour Organizers exercise of the permission granted.

Carried Unanimously

9. **DELEGATION - 11:00 A.M. - Geoff Lynch - Director of Leisure & Community Services**

Geoff Lynch, Director of Leisure & Community Services entered the meeting at 10:58 a.m.


On June 6th 2017 Council awarded unanimously the "Request for Proposals for Supply and Delivery of Firewood at the Six County Parks" to Saws & Ladders for bid item #1 (loose firewood) award the "Request for Proposals for Supply and Delivery of Firewood at the Six County Parks" to Saws & Ladders for bid item #1 (loose firewood) for a total bid amount of $150,000.00 for a period of three years effective June 6th 2017 – 2019 (Ref. Resolution No. CG20170606.1008).

As this is the last year of the signed agreement between the wood contractor Saws & Ladders and the County of Wetaskiwin, Administration would recommend that the County enter into a one year extension.

Administration received several positive comments regarding the wood quality supplied by Saws & Ladders.

Options for Council’s consideration:

1. approve the extension of the wood contract to Saws & Ladders in the amount of $50,000.00 for the supply and delivery of bagged fire wood for the 2020 camping season effective January 1st, 2020 to December 31st, 2020.
2. deny the extension of the wood contract to Saws & Ladders in the amount of $50,000.00 for the supply and delivery of bagged fire wood for the 2020 camping season effective January 1st, 2020 to December 31st, 2020.
A discussion ensued on opening the tendering process for others to tender on the supply of firewood for January 1st, 2020 to December 31st, 2020.

A discussion ensued on approval for the contract extension being premature. Information in the fall would allow Administration an opportunity to provide Council with an update on revenue generated with the sale of firewood.

It was discussed that Saws and Ladders are working with the Planning and Economic Development Department to bring their business into conformance with the Land Use Bylaw.

**Resolution CG20190211.015**

MOVED: by Councillor K. Rooyakkers

that Council table awarding the extension of the wood contract to Saws & Ladders to the February 26th, 2019 Council General meeting pending confirmation that the contractor is in conformance with zoning compliance as per the Land Use Bylaw 2017/48.

Carried Unanimously

### 9.2 Family Community Support Services Grant Program Approval - 2019 - Report

The County of Wetaskiwin has an agreement with the Ministry of Children and Youth Services to provide preventative social programming through Family and Community Services (FCSS). As per the agreement, the Minister shall pay annually to the Municipality a committed provincial funding contribution to establish, administer, and operate the program. The 2019 allocation from the Ministry for the County of Wetaskiwin is $329,815.00.

The agreement states that the County of Wetaskiwin is required to contribute a minimum annual contribution of $82,454.00 to deliver the County of Wetaskiwin Family Community Support Services Program. In total the County of Wetaskiwin Family and Community Services (FCSS) has been allocated $412,269.00 for the 2019 budget.

The Minister shall pay the Municipality an advance of one-fourth of the total payable under this Agreement in January, April, July, and October, 2019.

As per County Family & Community Support Services Grant Program Policy #1804, the application deadline for the FCSS Grant Program was March 31, 2019.

Administration provided Council with two FCSS grant applications that are time sensitive in the delivery of a major community event within the County of Wetaskiwin.

**Organization:** Winfield Agricultural Society  
**Project:** County Concert Event “Rockin the West”  
**Eligible FCSS Assessment:** “Community Development Activities - Advertising” pg. 5-17  
**Amount Requested:** $15,000.00  
**Amount Recommended for Approval:** $15,000.00

Winfield Ag Society is hosting a large scale Country concert in the Hamlet of Winfield, in the County of Wetaskiwin. The event team will be advertising for the event extensively across the province and exposing this area to over 400,000 people in the next several months. This is an excellent opportunity to provide exposure for the Winfield community and for the County of Wetaskiwin to a large volume of potential visitors in the upcoming years.

**Organization:** Winfield Agricultural Society  
**Project:** County Concert Event “Rockin the West”  
**Eligible FCSS Assessment:** Volunteer training "pg.5-28"
Amount Requested: $18,000.00
Amount Recommended for Approval: $18,000.00

This event will have a positive social benefit to our community in the County of Wetaskiwin; it will also allow individuals the opportunity to gain skills and volunteer within our own community. As this is such a large scale event, expecting approximately 6,000 spectators, the volunteer component of the event is crucial to the safety and the overall experience for the individuals who will attend.

Options for Council’s consideration:

1. Provide Administration direction to change, delete or insert funding for the two grant applications from the Winfield Agricultural Society.
2. Council deny the grant requests from the Winfield Agricultural Society in the total amount of $33,000.00.
3. Council approve the Family Community Support Services grant applications from the Winfield Agricultural Society;
   a. “Rockin the West” Volunteer Training - $18,000.00
   b. “Rockin the West” Community Development Activities - Advertising” - $15,000.00

For a total of $33,000.00 which will be allocated from the County of Wetaskiwin Family Community Services grants to organization 2019 budget.

**Resolution CG20190211.016**

MOVED: by Councillor L. Seely that Council approve the Family Community Support Services grant applications from the Winfield Agricultural Society as follows:

1. “Rockin the West” Volunteer Training - $18,000.00
2. “Rockin the West” Community Development Activities - Advertising” - $15,000.00

for a total of $33,000.00 which will be allocated from the County of Wetaskiwin Family Community Services Grants to Organization 2019 Budget.

Carried Unanimously

Mr. Lynch left the meeting at 11:20 a.m.

10. **UNFINISHED BUSINESS**

10.1 Efficiency Audit Update – Feb 11th, 2019 - Report

At the Council General meeting held January 29th, 2019 Council was provided an update on costs to conduct an efficiency audit as per Council’s direction at the Council General Meeting of December 18th, 2018 (Resolution No. CG20181218.1024). At that time Council resolved:

"that Council table the Efficiency Audit discussions to the next Council General meeting of February 11th, 2019 for additional information".

Ref. Resolution #CG20190129.020

Administration investigated 3 more reviews from the following:

- Brazeau County – completed a Service Capacity Review for $18,000. The report was presented to Council "Closed to the Public" and was not available for release. A copy of the RFP was provided for Council.
- Lacombe County – completed an Organizational Review and Efficiency Audit for $35,000. The consultant did not focus equally on the two factors and as such, Council did not accept the reports’ findings. A copy of the RFP was provided for Council.
- Clearwater County – has not recently completed any reviews. The CAO made a few organizational changes after the last election.
Options for Council’s consideration:

1. That Council provide a budget amount for completion of an efficiency audit and direction in the type of audit they would like Administration to discuss with potential consultant(s).

2. That Council accept the efficiency audit update as information and discuss a future review of the County’s operations at the 2019 Strategic & Business Planning Session for inclusion in the 2020 Municipal Capital and Operating Budget deliberations.

Administration recommended that Council provide a budget amount for completion of an efficiency audit and direction in the type of audit they would like Administration to discuss with potential consultant(s).

A discussion ensued on audits other municipalities underwent and that a budget needs to be established as well as the type of efficiency audit Council wishes to conduct and that the efficiency audit could be conducted in house.

A discussion ensued that Council should meet to decide on what type of audit they wish to have, then provide Administration direction.

Resolution CG20190211.017
MOVED: by Councillor B. Krahn
that Administration invite the contractor that completed the Brazeau County’s audit review to attend before Council to do a presentation on conducting an efficiency audit.

Recorded
In
Favour:       Opposed:
Reeve T. Van de Kraats X
Councillor J. Bishop X
Councillor B. Krahn X
Councillor D. Wott X
Councillor K. Adair X
Councillor K. Rooyakkers X
Councillor L. Seely X

Results 6 1
Carried (6 to 1)

10.2 Policy and Procedures Standards Policy #12.0.1 Amendments – February 11th, 2019 - Report

At the Council General meeting held January 29th, 2019 Council discussed the Policy and Procedures Standards Policy #12.0.1. Administration presented the following proposed amendments noted in bold and strike through:

- 3.1.1. Receive recommendations for a new, amended, or revised policy and direct
- 3.1.2 Direct preparation of draft policies to CAO, Assistant CAO, Board, Commission or Committee for development.
- 3.1.3 Give formal approval to policy.
- 3.5.5. Biennial review of policies and procedures pertaining to their department and recommend status quo revisions or amendments, if applicable.
- 5.3. The developed policy draft is to be first presented to the appropriate Board identifying party for review and discussion.

Proposed new text was deleted by Council at the Council General meeting of January 29th, 2019:

- 5.6 Council or the CAO may deviate from the process outlined in Section 5 if the need arises.
Additional amendments to the policy suggested by Council at the Council General Meeting of January 29th, 2019 are noted in bold and strike through:

Section 3 Responsibilities:

- 3.1 Add an additional statement stating; That Councillor(s) may request policy be brought forward for discussion as issues are identified.
- 3.3.3 Review or circulate draft Policies with appropriate Directors/Managers if necessary (refer to new number in final version of policy as 3.6.3).
- 3.4.3 - to read the same as 3.3.3 - Review or circulate draft Policies with appropriate Directors/Manager if necessary (refer to new number in final version of policy as 3.7.3).
- 3.5.5 - needs a comma after the text of “status quo” (refer to new number in final version of policy as 3.8.5).
- 5.1 - Needs to include the wording of “Councillor(s)” (refer to new number in final version of policy as 12.1).
- Remove Sections 5.3, 5.4 & 5.6.
- 5.5 would become 5.3 (refer to new number in final version of policy as 13).

Ref Resolution #CG20190129.017.

A final version of the revised policy, showing all amendments suggested above, has been incorporated with a new numbering system implemented.

Administration recommended that Council approve the amendments to Policy and Procedures Standards Policy #12.0.1 as presented or amended.

Resolution CG20190211.018

MOVED: by Councillor L. Seely

that Council approve the amendments to Policy and Procedures Standards Policy #12.0.1 as presented.

Carried Unanimously


At the January 29, 2019 Council for Public Works meeting, Council reviewed proposed Bylaw 2019/03 Solid Waste Collection that will rescind Bylaw 2018/50 Waste Management. At that time first and second reading of the By-law received approval as amended, deleting clause 3.5; however the motion to go to third reading was not carried unanimously (Ref. Resolution PW20190129.1010).

Therefore, Administration is now presenting Bylaw 2019/03 Solid Waste Collection Bylaw for third and final reading.

Administration has revised clause 20.7 to read:

20.7. The Director of Public Works, or authorized designate may refuse to permit a Person to enter a Transfer Station if that person is in breach of this Bylaw.

Administration recommended that Bylaw 2019/03 a by-law of the County of Wetaskiwin No. 10, in the Province of Alberta, to regulate and provide for solid waste collection, solid waste transfer and recycling services be given Third Reading and declared finally passed. Bylaw 2019/03 will repeal Bylaw 2018/50 in its entirety & all amending bylaws.

Resolution CG20190211.019

MOVED: by Councillor J. Bishop

that Bylaw 2019/03 be given Third Reading and be declared finally passed and the Reeve and Chief Administrative Officer be authorized to sign same and affix thereto the corporate seal of the County of Wetaskiwin No.10. Bylaw 2019/03 will repeal Bylaw 2018/50 in its entirety & all amending bylaws.

Carried Unanimously

11. NEW BUSINESS
11.1 Amendments to Merit Policy #12.1.5 Non Union Employees - Report

The Merit Policy #12.1.5 Non Union Employees was reviewed and amended to make the Policy current in content and formatting, this Policy was created November 1996. There were several changes made to this policy, the most significant noted below in bold and strike through text:

- Section 2.5 Amended to read Director and
- Section 2.5.1 now reads A manager Director who report directly to the County Administrator/Chief Administrative Officer (CAO) or Assistant CAO.
- Section 3.4.2 Amended to read “Salary adjustments for employees at the Department Head level must be recommended by the County Administrator and approved by the Council.”
- Section 3.7.3 Amended to read: “New employees will be put on a one year probation period and will be evaluated at the prior to the end of the probation period.
- Addition of Section 3.7.3 “The letter of offer must have outlined the expectations and conditions during the probationary period.”

The Policy was approved by the Directors (eScribe Resolution #DM20190123.003) and is presented to Council for review.

Administration recommended that Council review the #12.1.5 Non Union Employees and approve as presented or amended.

Resolution CG20190211.020
MOVED: by Reeve T. Van de Kraats
that Council approve the amendments to the Merit Policy #12.1.5 - Non Union Employees as presented.

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Results: 6 Favour, 1 Opposed
Carried (6 to 1)

11.2 Amendments to Leave for Non Union Employees Policy #12.1.8 - Report

The Leave for Non Union Employees Policy #12.1.8 was reviewed and amended to make the Policy current in content and formatting, this Policy was created March 1999, with the most current amended in 2004. There were several changes made to this policy, the most significant being:

- Section 1.1.1 Addition of “the equivalent hours of” when referring to the number of sick days per month.
- Section 1.1.5 Addition of “including medical dental appointments and an other medical related appointments”.
- Section 1.1.5 Removal of “Absence for less than one half day shall not be deducted. Absence for one half day or more, and less than a full day, shall be deducted as a half day.”
• Section 1.1.8 Addition of “the equivalent hours for” when referring to the maximum amount of accrued sick time.
• Section 1.1.9 Addition of “within 12 months with” when referring to employees who have recommenced employment with the County being credited previously accumulated sick time.
• Section 1.1.11 Addition of statement “Accumulated sick leave is not paid out at employment termination or retirement.”
• Section 1.1.12 Addition of statement “If an employee becomes sick while on vacation, they must use time as requested (vacation).”
• Section 1.5.1 remove “in accordance with the Leave Form Policy” and replace with “submitted to your supervisor”.
• Section 1.5.2 Addition of statement “For all leave types the CAO shall have the authority to extend approved leaves for extenuating circumstances (ie. Death in family, hospitalization).

Policy Statement:
The County of Wetaskiwin No. 10 recognizes the value of its human resource and strives to foster a positive work environment that meets the demands of changing technologies, increased work demands and promotes professional and personal growth.

The Policy amendments were approved by the Directors (eScribe Resolution #DM20190123.004) and are being presented to Council for approval.

Administration recommended that Council review the Leave for Non Union Employees Policy #12.1.8 and approve as presented or amended.

A discussion ensued on a further amendment to the policy by:
• deleting 1.5.2 - For all leave types the CAO shall have the authority to extend approved leaves for extenuating circumstances (ie. Death in family, hospitalization).

Resolution CG20190211.021
MOVED: by Councillor K. Rooyakkers
that Council approve the amendments to Leave for Non Union Employees Policy #12.1.8 as presented with an additional amendment of removing:

1.5.2 For all leave types the CAO shall have the authority to extend approved leaves for extenuating circumstances (ie. Death in family, hospitalization).

Carried Unanimously

11.3 Amendments to Employee Attendance at Conferences or Meetings Policy #12.1.12 - Report

The Employee Attendance at Conferences/Meetings Policy #12.1.12 was reviewed and amended to make the Policy current in content and formatting, this Policy was created October 2000, with the most current amendment in 2012 by Resolution CG20121106.1021. There were several changes made to this policy, the most significant being as follows:

• Addition of 2.1.23 Bylaw Enforcement Officer, AMEA Alberta Municipal Enforcement Association
• Amendment to read 2.2.2 More than one day attendance: Pursuant to Subsistence and Travel Policy #12.2.7. The County will also pay spouse’s registration tickets and banquet tickets if he/she is able to attend.
• Deleted AESA Technician – AESA Conference as the Provincial Government made changes to the program structure and the conference and AESA Technician is no longer valid.

Policy Statement:
1.1 The Council of the County of Wetaskiwin recognizes the importance of employees attending conferences applicable to the delivery of services within their specific
departments, and accepts responsibility for payment of related fees and expenses for attendance at the conference/meeting.

This policy has been approved by Directors (eScribe Resolution #DM20190123.005) and is provided to Council for review.

Administration recommended that Council review the Employee Attendance at Conferences/Meetings Policy #12.1.12 and approve as presented or amended.

A discussion ensued on amending the policy further by:

- Remove Director of Public Works and Assistant Director of Public works under: 2.1.10 to attend the RMA Spring and Fall Convention as they attend a separate conference at the same time.
- reference the meal cost in Policy 12.2.7 in line Section 2 with regards to maximum allowable meal expenses.

**Resolution CG20190129.022**

MOVED: by Councillor L. Seely

that Council approve the amendments to Employee Attendance at Conferences/Meetings Policy #12.1.12 as presented with an additional amendment as follows:

- Remove: attendance of Director of Public Works and Assistant Director of Public Works to attend the Rural Municipalities of Alberta (RMA) Spring and Fall Convention.

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<tr>
<td>Councillor L. Seely</td>
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<td></td>
</tr>
</tbody>
</table>

Results 6 1

Carried (6 to 1)

**Resolution CG20190211.023**

MOVED: by Councillor L. Seely

that Council approve adding a reference to Employee Attendance at Conferences/Meetings Policy 12.1.12 Section 2 stating that meals will be paid up to the maximum allowable under Subsistence & Travel Policy #12.2.7.

**Carried Unanimously**

**11.4 Amendments to Procedure for Administrative Approval of Tax Penalty Cancellations Policy #12.3.7 - Report**

The Procedure for Administrative Approval of Tax Penalty Cancellations Policy #12.3.7 was reviewed and amended to make the Policy current in content and formatting, this Policy was created February 2016. There were several changes made to this policy, the most significant being to the procedure section;

- Changed wording under Procedures –“penalty cancellations” to “minor tax cancellations”;
-
Changes to Procedures (a) to (c) as follows noted in bold and strike through:

1. Envelopes clearly postmarked by Canada Post before the taxes due date, but are received after penalty is applied; Penalties related to taxes that are received by mail after the due date, but deemed to have been sent prior to the due date.

2. Envelopes received from Canada Post without a postmark (within 30 days of the penalty date) to prove when the payment was sent; Taxes or penalties related to Administrative errors or oversights.

3. Administrative errors or oversights - Taxes related to buildings that have been destroyed by fire.
   - Changed wording from "penalty cancellations" to “tax cancellations”;
   - Changed wording from “February 28th” to “March 31st”.

Policy Statement: Under authority of Section 347(1) of the Municipal Government Act Revised Statutes of Alberta 2000, Chapter M-26 states;

"If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

1. Cancel or reduce tax arrears;
2. Cancel or refund all or part of a tax;
3. Defer the collection of a tax.”

This policy has been approved by Directors and is provided for review by Council (Escribe Ref. Resolution #DM20190123.008).

Administration recommended that Council approve the proposed amendments to Procedure for Administrative Approval of Tax Penalty Cancellations Policy #12.3.7 as presented or amended.

Resolution CG20190211.024

MOVED: by Councillor L. Seely that Council approve the amendments to Procedure for Administrative Approval of Tax Penalty Cancellations Policy #12.3.7 as presented with an additional amendment noted in bold text under Procedures as follows:

PROCEDURES

“In order to streamline the process and improve customer service, Council has delegated minor tax cancellation, not to exceed $500.00, approval authority to the Chief Administrative Officer (CAO) or his or her designate, under the following circumstances...."

Carried Unanimously

Recessed: 12:00 p.m.

Reconvened: 2:10 p.m. Councillor D. Woitt was absent.

11.7 2019 Public Auction – Set Sale Date - Report

Each year, approximately 11,000 Tax/Assessment Notices are mailed out to all County of Wetaskiwin property owners with a due date of August 31st.

If a property is more than one year in arrears, the County of Wetaskiwin will commence with tax recovery proceedings. A brief overview of the tax recovery process can be summarized as follows:

- If a property is more than one year in arrears an early tax notification letter is mailed out in January.
- if the property owner fails to pay tax arrears, then a tax arrears list is sent to the Registrar (Alberta Land Titles) and to the Minister responsible for the Unclaimed...
Personal Property and Vested Property Act, no later than March 31st (Section 412 of the Municipal Government Act).

- The Registrar will then endorse on the certificate of title for each parcel shown on the tax arrears list a tax recovery notification (Section 413 of the Municipal Government Act).

- A $25.00 tax notification registration fee is then added to each tax roll on the list to cover the costs payable to the Land Titles Office.

- The Registrar must not remove a tax recovery notification from a certificate of title until the municipality at whose request it was endorsed on the certificate of title requests its removal.

- After a tax recovery notification has been endorsed on the certificate of title for a parcel of land, any person may pay the tax arrears in respect of the parcel (Section 415 of the Municipal Government Act).

- If the tax notification arrears are still not paid by January of the following year, an early notice Public Auction registered letter is sent to the property owner(s), any person(s) who has interest in the parcel, that is evidenced by a caveat registered by the Registrar and each encumbrance shown on the certificate of title for the parcel.

Should property tax arrears remain unpaid after the above process(es) then Council must set a Public Auction date and offer for sale at the Public Auction any parcel of land shown on it's tax arrears list, pursuant to Section 418(1) of the Municipal Government Act.

The following properties will be offered for sale at this years Public Auction if payment is not made in full:

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<th>Certificate # or Linc #</th>
<th>Plan; Block; Lot;</th>
<th>Mer</th>
<th>Rge</th>
<th>Twp</th>
<th>Sec</th>
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Historically, many of these properties will be paid off before the tax sale either by the owner or a lending institution that have a caveat registered against the titles. In 2018, at the tax sale there were only three properties that went to tax sale. All of which have since been paid off and the titles have been revived.

Administration recommended that Council approve the Public Auction date of Wednesday, May 8, 2019 to be held at the County Administration building at 9:30 a.m. for disposal of the tax arrears properties.

Resolution CG20190211.025
MOVED: by Councillor K. Rooyakkers
that Council approve the Public Auction date of Wednesday, May 8, 2019 to be held at the County Administration building at 9:30 a.m. for disposal of the tax arrears properties.

Carried Unanimously

11.8 Wetaskiwin Regional Chamber of Commerce 2019 February Ambassador’s of Ag Canada’s Ag Day - Report

The Wetaskiwin Regional Chamber of Commerce provided notice they are hosting the 2019 February Ambassador’s of Ag on Canada’s Ag Day February 12th, 2019 at the Wetaskiwin & District Heritage Museum starting at 11:30 a.m. Ticket cost is $15.00 per person.

Administration recommended that Council advise who is able to attend the Wetaskiwin Regional Chamber of Commerce 2019 February Ambassador’s of Ag on Canada’s Ag Day February 12th, 2019 at the Wetaskiwin & District Heritage Museum.

Resolution CG20190211.026
MOVED: by Councillor K. Adair
that Reeve T. Van de Kraats and Councillor B. Krahn be registered to attend the Wetaskiwin Regional Chamber of Commerce 2019 February Ambassador’s of Ag on Canada’s Ag Day February 12th, 2019 at the Wetaskiwin & District Heritage Museum.

Carried Unanimously

11.9 Alberta Municipal Affairs – ACP Grant Approval SV Grandview - Report

On February 4th, 2019 a letter was received from Alberta Municipal Affairs advising that through the Alberta Community Partnership (ACP) program, the Summer Village of Grand View was approved for a grant of $185,000 under the Intermunicipal Collaboration component in support of the Pigeon Lake Watershed Management Plan project.

Administration recommended that Council accept the Alberta Municipal Affairs notice that the Summer Village of Grand View has been approved for a grant of $185,000
under the Intermunicipal Collaboration component in support of the Pigeon Lake Watershed Management Plan project.

A discussion ensued that the Summer Village of Grandview applied for this grant without prior approval of partnering municipalities. The County of Wetaskiwin was unaware of this application and it was discussed that Administration forward a letter to Alberta Municipal Affairs advising the County was unaware on how the funds will be allocated or the capacity the funds will used.

Councillor K. Rooyakkers will report back after the February 20th, 2019 APLM meeting.

**Resolution CG20190211.027**

MOVED: by Councillor B. Krahn

that Council accept the Alberta Municipal Affairs notice that the Summer Village of Grand View has been approved for a grant of $185,000 under the Intermunicipal Collaboration component in support of the Pigeon Lake Watershed Management Plan project.

**Carried Unanimously**

11.10 Alberta Municipal Affairs – ACP Funding Approval SV Norris Beach - Report

On February 4th, 2019 a letter was received from Alberta Municipal Affairs advising that through the Alberta Community Partnership (ACP) program, the Summer Village of Norris Beach has been approved for a grant of $159,500 under the Intermunicipal Collaboration component in support of the Intermunicipal Development Plans project.

Administration recommended that Council accept the Alberta Municipal Affairs notice that the Summer Village of Norris Beach has been approved for a grant of $159,500 under the Intermunicipal Collaboration component in support of the Intermunicipal Development Plans project.

**Resolution CG20190211.028**

MOVED: by Councillor L. Seely

that Council accept the Alberta Municipal Affairs notice that the Summer Village of Norris Beach has been approved for a grant of $159,500 under the Intermunicipal Collaboration component in support of the Intermunicipal Development Plans project.

**Carried Unanimously**

11.11 Alberta Municipal Affairs - ACP Funding Approval SV Crystal Springs - Report

On February 6th, 2019 an email was received from the Summer Village of Crystal Springs advising they were successful in their grant application submitted to Alberta Municipal Affair to be able to continue with the work being completed by the In Lake Technical Committee of the Alliance of Pigeon Lake Municipalities (APLM) for exploration and investigation of potential in lake options. The grant is $200,000 dollars.

Administration recommended that Council accept the Summer Village of Crystal Springs grant approval of $200,000 as information.

A discussion ensued on the Summer Village of Crystal Springs initiative of drilling wells around Pigeon Lake and pumping water into Pigeon Lake in attempt to increase the water level of the lake. The concern is, if this initiative goes forward, may drain the aquifers for landowners.

**Resolution CG20190211.029**

MOVED: by Councillor L. Seely

that Council accept the Summer Village of Crystal Springs grant approval of $200,000 as information.

**Carried Unanimously**
Resolution CG20190211.030
MOVED: by Councillor L. Seely

that the County of Wetaskiwin send a letter to Municipal Affairs expressing concerns that the County of Wetaskiwin’s name is being referenced in the Summer Village ACP grant applications as a partner without proper consultation and County approval.

Carried Unanimously

11.12 AUMA 2019 Spring Municipal Leaders’ Caucus Invitation - Report

The Alberta Urban Municipalities Association (AUMA) Spring Municipal Leaders’ Caucus is being held March 27th and 28th, 2019 at the Edmonton Convention Centre (previously known as the Shaw Conference Centre). This year’s Caucus will focus on the upcoming provincial election and is a tremendous opportunity to learn about how key issues for Alberta municipalities may be affected by the shifting political landscape. Given the heightened focus on intermunicipal collaboration reflected in the new Municipal Government Act, Caucus also enables neighbouring elected officials and administrators from municipalities to meet, share information, and build the foundation for future collaboration.

The caucus is open to Mayors, Councillors and Senior Administration, typically from urban municipalities. However, given the importance of intermunicipal collaboration, the AUMA has opened registration for the Municipal Leaders’ Caucus to include municipal counties and districts.

Registration Fees are as follows:

- AUMA Urban Municipality Members $165 +GST.
- RMA Members (AUMA Associate Members) $165 +GST.
- RMA Members (AUMA Non-members) $215 +GST.

Deadline to register is Thursday, March 21st, 2019.

At the Council General meeting held March 8th, 2018 Council approved for Reeve K. Rooyakkers and Rod Hawken, CAO to attend (Ref. Resolution #).

Options for Council’s consideration:

1. Approve the registration of Reeve T. Van de Kraats and Rod Hawken, CAO, to attend the Alberta Urban Municipalities Association (AUMA) 2019 Spring Municipal Leaders’ Caucus March 27th & 28th, 2019 at the Edmonton Convention Centre.


Administration recommended that Council approve the registration of Reeve T. Van de Kraats and Rod Hawken, CAO, to attend the Alberta Urban Municipalities Association (AUMA) 2019 Spring Municipal Leaders’ Caucus March 27th & 28th, 2019 at the Edmonton Convention Centre.

Resolution CG20190211.031
MOVED: by Councillor K. Rooyakkers

that Council approve the registration of Reeve T. Van de Kraats and Rod Hawken, CAO, to attend the Alberta Urban Municipalities Association (AUMA) 2019 Spring Municipal Leaders’ Caucus March 27th & 28th, 2019 at the Edmonton Convention Centre.

Carried Unanimously

13. ADJOURN

Resolution CG20190211.032
MOVED: by Councillor B. Krahn

that the meeting adjourn at 2:37 p.m.

Carried Unanimously
December 2018 Bank Reconciliation

Meeting Date (Report Reference Only): 2019/02/26

Meeting (Report Reference Only): Council General

Background

Each month the Bank Reconciliation is prepared and balanced to the General Ledger. The Bank Reconciliation reviews the County's financial position in the following areas: General Account, Tax Sales Surplus Account, Community Reserves, Camping Fees (ATB Financial), Bank Receipts, Bank Payments and Investments.

Mr. Hofbauer reviewed in detail the Bank Reconciliation for the month of December 2018 with a recommendation for Council to approve the report as presented.

Recommended Resolution

that Council approve the Bank Reconciliation for the month of December 2018 as presented.
## COUNTY OF WETASKIWIN NO. 10 BANK RECONCILIATION FOR THE PERIOD ENDING: December 31, 2018

### General
- **Net Balance (Previous Month):** 34,590,818.79
- **Add: Deposits for Month:** 779,398.51
- **Receipts for Month:** 160,474.67
- **Investments Maturity:** 4.90
- **Investment Interest Earned:** 103.82
- **Bank Transfers:**
  - **Sub-Total:** 30,531,893.17
- **Less: Outstanding Cheques (D)**: 2,677,411.67
- **Outstanding Cheques (F)**: 68,990.04
- **Sub-Total:** 30,977,736.07
- **Net Balance:** 30,467,829.48
- **Add: Deposits in Transit:**
  - **Cash Short:** 96,672.61
- **Bank Charges:** 313.34
- **Telbanking Reversals:** 968.91
- **December 2018 Tax Auto Payments:** 117,011.96
- **Cheque Clearing Error:**
  - **Received Items:** 654.59
- **Cancelled Receipts:**
  - **Returned Items:** 654.59

### Investments
- **Total:** 115,460.42
- **Add: Deposits for Month:** 115,440.42
- **Bank Interest:** 4.90
- **Cheque Clearing Error:**
  - **Returned Items:** 654.59

### Returns
- **Bank Payments:**
  - **Returned Items:** 654.59

### Cash Short
- **Bank Transfers:**
  - **Returned Items:** 654.59

### Bank Charges
- **Cheque Clearing Error:**
  - **Returned Items:** 654.59

### Debits
- **December 2018 Tax Auto Payments:** 117,011.96
- **Tax Autopay Roll #64800- Not Sufficient Funds:** 41.63
- **December 2018 Land Titles Statement o/s:** 141.00
- **December 2018 Bank Interest @ 2.20%:** 68,990.04
- **Tax Autopay Roll #275500- Not Sufficient Funds:** 277.64
- **Cheque #134843 Not Picked Up:**
  - **Cash Over:**
  - **Debit: Cash Short:**
    - **Cash Short Payments:** 12,897.88

### Credits
- **Cheque #134026 Stale Dated:**
  - **Cash Under:**
  - **Cash Under Payments:** 7,460.85
- **Cheque #134826 Not Picked Up:**
  - **Cheque #134026 Stale Dated:**
  - **Cheque #134826 Not Picked Up:**
  - **Cheque #134470 Not Picked Up:**
  - **Cheque #134843 Not Picked Up:**

### Cheques
- **Cheque #134026 Stale Dated:**
  - **Cash Under:**
  - **Cash Under Payments:** 7,460.85

---

**BANK RECEIPTS**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daily Till Receipts</td>
<td>731,188.31</td>
</tr>
<tr>
<td>Direct Deposits</td>
<td>117,011.96</td>
</tr>
<tr>
<td>Bank Interest</td>
<td>68,990.04</td>
</tr>
<tr>
<td>Cheque Clearing Error</td>
<td>4,726.67</td>
</tr>
<tr>
<td>Cancelled Cheques</td>
<td>6,777.57</td>
</tr>
<tr>
<td>December 2018 Intrac Merchant Statement o/s</td>
<td>343.40</td>
</tr>
<tr>
<td>December 2018 TX / YY Bank Transmissions o/s</td>
<td>190.00</td>
</tr>
</tbody>
</table>

**BANK PAYMENTS**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Returned Items</td>
<td>654.59</td>
</tr>
<tr>
<td>Cancelled Receipts</td>
<td>4,192.04</td>
</tr>
<tr>
<td>Direct Debits</td>
<td>1,955,377.43</td>
</tr>
<tr>
<td>Cash Short</td>
<td>115,460.42</td>
</tr>
<tr>
<td>Bank Charges</td>
<td>313.34</td>
</tr>
<tr>
<td>Telbanking Reversals</td>
<td>568.95</td>
</tr>
<tr>
<td>December 2018 Service Alberta Statement o/s</td>
<td>38.24</td>
</tr>
<tr>
<td>4th Quarter School Requisition</td>
<td>1,082,916.63</td>
</tr>
<tr>
<td>Royal Bank of Canada Reversals</td>
<td>260.70</td>
</tr>
<tr>
<td>Credit Union Reversals</td>
<td>36.34</td>
</tr>
<tr>
<td>Alberta Treasury Branch Reversals</td>
<td>300.75</td>
</tr>
</tbody>
</table>

**COUNCIL**

Submitted to and Approved by Council this _________ day of ______________________________, 2018.
Lakedell Ag. Society Public Survey

Meeting Date (Report Reference Only): 2019/02/26
Meeting (Report Reference Only): Council General

Background

On May 15th 2017, Council approved the 2017 Municipal Sustainability Initiative (MSI) Community Facility Funding allocation to the Lakedell Agricultural Society in the amount of $30,000.00 for the “Lakedell Agricultural Society Facility Audit and Feasibility Study” (Ref Resolution #CG20170515.1012).

The details of the project are summarized below:

“Lakedell Agricultural Society is looking at hiring a consultant to conduct a facility audit and feasibility study to assist with identifying the current state of Lakedell's infrastructure.”

On December 5th, 2018, Administration received correspondence from Tim Belec, the Chair of the Lakedell Agricultural Society Feasibility Steering Committee requesting to have Administration and Councilor Ken Adair participate in the process, it is estimated that there will be approximately 5 to 6 day time meetings with the committee and stakeholders. The facility audit and feasibility study will provide an assessment of the current state of the facilities and indicate potential infrastructure needs.

On December 18th, 2018 Council approved unanimously to have Councilors K. Adair, K. Rooyakkers and L. Seely and G. Lynch, Director of Leisure & Community Services participating in the process. (Ref. Resolution #CG20181218.1010)

Currently the Lakedell Agricultural Society Feasibility Steering Committee and the consult from RC Strategies + PERC have drafted a Public Survey as part of the strategic planning exercise to better understand public and stakeholder preference and identify the benefits the society can and does provide to area resident. Administration has provided the document for Council to review.

The steering committee is also requesting assistance from the County of Wetaskiwin in the delivery of the public survey once it has been endorsed by County of Wetaskiwin Council. The steering committee would like to request that the survey be produced and mailed out by the County of Wetaskiwin and that all associated costs would be charged back to RC Strategies + Perc.
The consultant is planning on delivering the survey’s to the Recreation Zone 2 community March 4th, 2019.

Currently the Leisure & Community Services Department does not have the resources to meet this request from the steering committee.

**Alternatives**

**Options:**

1. Accept the Lakedell Agricultural Society Feasibility Steering Committee Public Survey as information and provide Administration direction on the production and delivery of the Public Survey to residents in Recreation Zone 2.
2. Deny the Lakedell Agricultural Society Feasibility Steering Committee Public Survey and provide feedback to the Lakedell Agricultural Society Feasibility Steering Committee and provide Administration direction on the production and delivery of the Public Survey to residents in Recreation Zone 2.

**Recommendations**

Administration recommends that Council accepts the Lakedell Agricultural Society Feasibility Steering Committee Public Survey as information and provide Administration direction on the production and delivery of the Public Survey to residents in Recreation Zone 2.

**Recommended Resolution**

that Council accepts the Lakedell Agricultural Society Feasibility Steering Committee Public Survey as information and provide Administration direction on the production and delivery of the Public Survey to residents in Recreation Zone 2.
Project Overview

The Lakedell Agricultural Society is a non-profit organization operating on the south side of Pigeon Lake and dedicated to enhancing the quality of life residents in the area. Founded in 1973, the Society’s members were largely made up of people with an agricultural background. Over the years, the membership has evolved and is now made up of families and residents that have moved into the area to either retire or work. For this reason, the Society has grown to be more diverse in its programming and events to facilitate recreation and culture activities.

The Society is looking to better understand how it can enhance quality of life in the area. As such it is undertaking a strategic planning exercise (with support from the County of Wetaskiwin) in order to better understand public and stakeholder preferences and identify the benefits the Society can and does provide to area residents. The planning exercise will also provide insight into capital and operating costs associated with any changes that might occur with its facilities. RC Strategies+PERC, a consulting firm specializing in recreation and community services planning, has been retained to help the Society through the planning process.

About this Survey

Input from area residents is a critical aspect of this planning exercise. Please answer the following questions on behalf of all members of your household by February 28, 2019. If you have any questions about this survey or the project please contact RC Strategies+PERC (project consultants) at 1.877.727.9204 (toll free number).

Recreation and culture are activities that people engage in during their free time, that people enjoy, and that people recognize as having socially redeeming values. For the purpose of this survey recreation and culture are defined as follows:

Recreation: An activity that leads to improved physical health and well being, through a variety of indoor and outdoor activities done for relaxation, health, or enjoyment that requires physical effort.

Culture: An activity that leads to personal enrichment, through the means of books, music, movies, concerts, and museums.

Draw Entry Form

As a token of thanks for completing this questionnaire, two draws will be made for the following prizes:

- XXX
- XXX

To be included in the draw, complete and return the entry form below with your survey by February 28, 2019. This information will be utilized solely for the purposes of the draw and will not be reported in connection with the responses you have provided.

Name (First Name Only): ________________________________

Phone Number: ________________________________
Section 1: About Recreation and Culture in Your Household

1. From your household’s perspective, how important are recreation and culture opportunities (facilities and programs) to...

<table>
<thead>
<tr>
<th>Very Important</th>
<th>Important</th>
<th>Not Important</th>
<th>Not sure</th>
</tr>
</thead>
<tbody>
<tr>
<td>…your households’ quality of life?</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>…the community/area in which you live?</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>…the attractiveness, appeal, and/or success of the region?</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

2. For each statement in this section, please indicate your level of agreement that relates to the development and delivery of recreation and culture opportunities (facilities and programs).

<table>
<thead>
<tr>
<th>Strongly Agree</th>
<th>Somewhat Agree</th>
<th>Somewhat Disagree</th>
<th>Strongly Disagree</th>
<th>I Don't Know</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recreation and culture are “must have” community services that benefit all.</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Recreation and culture opportunities make me proud of my community.</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Recreation and culture contributes to the local economy by attracting new residents and visitors and help retain existing ones.</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Recreation and culture opportunities contribute to personal health, growth and wellness.</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Recreation and culture activities and events lead to stronger connections among residents.</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>It is important to maintain or upgrade our existing recreation and culture facilities before we consider developing new ones.</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>The County of Wetaskiwin should explore partnerships with other volunteers and community groups to provide recreation and culture services.</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>The Lakedell Agricultural Society has a positive impact on my households’ quality of life.</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

3. What are the favourite types of recreation and cultural activities for members of your household? (Please select all that apply.)

- Visual arts (e.g. painting, photography, crafts)
- Performing arts (e.g. singing, dancing, drama)
- Outdoor water activities (e.g. canoeing, swimming)
- Outdoor court activities (e.g. tennis, pickleball)
- Outdoor sports (e.g. soccer, softball, golf)
- Outdoor winter activities (e.g. snowshoeing, skating)
- Outdoor physical activity (e.g. walking, cycling)
- Nature oriented activities (e.g. fishing, picnicing)
- Indoor sports (e.g. basketball, curling, hockey)
- Indoor physical activity (e.g. fitness classes, swimming)
- Attending spectator activities / special events (e.g. concerts)
- Leisure activities (e.g. games, reading, computers)
- Social activities (e.g. time with friends / family)
- Volunteering
- Other (please specify): _______________________________
4. Were you aware of the Lakedell Agricultural Society before receiving this questionnaire?

☐ Yes
☐ No (Go to Q5)
☐ Not Sure (Go to Q5)

a. If yes, how do you connect and/or find out information about the Society’s facilities, events, and programs? (Check all that apply.)

☐ Society website (www.lakedell.org)
☐ Newsletter
☐ Social Media (Facebook)
☐ Word of mouth
☐ Road Signage
☐ Other (please specify): ____________________________

5. For each item in the list below, please indicate how often in the previous 12 months members of your household visited the following facilities and spaces. Please estimate total participation for all household members.

<table>
<thead>
<tr>
<th>Facility or Space</th>
<th>1 - 10 Times</th>
<th>11 – 20 Times</th>
<th>20+ Times</th>
<th>Did Not Visit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lakedell Agricultural Society Facilities</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Main Hall (large)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Small Hall</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Curling Rink</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Indoor riding arena</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outdoor riding arena</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ice arenas</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Indoor pools</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Curling rinks (other than the Lakedell facility)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Indoor riding arenas (other than the Lakedell facility)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community halls (other than the Lakedell facility)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outdoor riding arenas (other than the Lakedell facility)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sports fields</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ball diamonds</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trails: non-mechanized</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trails: mechanized</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Museums</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Theatre/Concert Hall</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Art galleries</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Golf courses</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dog off leash parks</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outdoor spray parks</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outdoor pools</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gymnasiums</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Indoor fields</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Indoor playgrounds</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fitness centres</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outdoor playgrounds</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cross country ski trails</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lakes / rivers for boating and/or fishing</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
6. Does anything prevent your household members from participating in recreation and cultural activities to the degree that they would like?

☐ Yes
☐ No (Go to Q7)
☐ Unsure (Go to Q7)

a. If yes, what prevents or limits the participation of household members in recreation and culture activities? Please select all that apply.

☐ Lack of personal time/too busy with other activities
☐ Lack of child care
☐ Lack of desired facilities
☐ Recreational facilities/areas are poorly kept/maintained/overcrowded
☐ Lack of desired programs
☐ I don’t know where I can take part/What I can take part in
☐ Lack of money/Programs and facilities too expensive
☐ Lack of money/Cost (rental or purchase) of equipment, material and supplies
☐ Lack of transportation
☐ Recreational facilities not physically convenient
☐ Don’t have physical abilities/Physically unable to take part
☐ Other (please specify): ________________________________

7. Are you aware of any financial assistance programs in the area to help those who cannot afford to participate in recreation or culture activities?

☐ Yes
☐ No
☐ Unsure

8. Overall, how satisfied is your household with the availability of recreation and culture opportunities within your community?

☐ Very Satisfied
☐ Somewhat Satisfied
☐ Somewhat Dissatisfied
☐ Very Dissatisfied
☐ I don’t know

9. Do members of your household own a horse(s)?

☐ Yes
☐ No (Go to Q11)
10. Where do you ride your horse(s)? Please select all that apply.

- Outdoors on your own property
- Indoors at your own private facility
- Outdoor on public land (e.g. trails, back-country)
- At a private facility where you board your horse (please specify the facility): ______________________________
- Indoor at a public facility in the region (please specify the facility): ______________________________
- We don’t ride the horses that we own

Section 2: Future Preferences for Recreation and Culture

11. Do you believe there are INDOOR recreation and cultural facilities and amenities that should be more readily available or enhanced in the community?

- No, enhancements or additions are not needed (Go to Q13)
- Yes, enhancements or additions are needed (Go to Q12)
- Unsure (Go to Q13)

12. Please select up to five (5) INDOOR recreation and culture facilities and amenities that should be more readily available or enhanced in the area.

A couple of things to consider:

There are costs to building and operating recreation and culture facilities and amenities.

Your responses will be used to help determine priorities for planning purposes. This may not lead to changes in an existing facility or to building a new facility.

- Archery range (indoor)
- Combative sports areas (e.g. judo, karate, tae kwon do, wrestling etc.)
- Community group offices / storage
- Courts (e.g. racquetball, squash etc.)
- Curling rink and lounge
- Indoor field spaces/Fieldhouse (e.g. soccer, football, baseball, etc.)
- Fitness / wellness spaces (e.g. fitness classes/strength training)
- Fitness tracks (jogging, walking etc.)
- Gymnasiums (e.g. pickleball, badminton, floor hockey, basketball, volleyball, etc.)
- Ice arenas
- Indoor playgrounds
- Meeting spaces and multi-use program spaces
- Multi-purpose sport surfaces (e.g. roller/ball hockey, roller derby, lacrosse etc.)
- Museum and archives spaces
- Performing arts theatres
- Public art (e.g. murals, sculptures, statues etc.)
- Seniors space (dedicated)
- Social / banquet facilities (e.g. Community Halls)
- Swimming pools
- Visual arts studio program spaces (e.g. pottery studio, etc.)
- Youth space (dedicated)
- Other (please specify): ______________________________

13. Do you believe there are OUTDOOR recreation and cultural facilities and amenities that should be more readily available or enhanced in the community?

- No, enhancements or additions are not needed (Go to Q15)
- Yes, enhancements or additions are needed (Go to Q14)
- Unsure (Go to Q15)
14. Please select up to five (5) OUTDOOR recreation and culture facilities and amenities that should be more readily available or enhanced in the area.

A couple of things to consider:

There are costs to building and operating recreation and culture facilities and amenities.

Your responses will be used to help determine priorities for planning purposes. This may not lead to changes in an existing facility or to building a new facility.

- Archery range (outdoor)
- Athletic grounds (track and field)
- Ball diamonds
- Amphitheatres/Bandstands
- BMX bicycle parks
- Campgrounds
- Cross country ski / snowshoe trails
- Courts (pickleball, tennis)
- Disc golf
- Dog off-leash park and areas
- Event grounds for special events and festivals
- Golf courses
- Rinks (boarded with ice in winter, hard surface in spring/summer/fall)
- Skating rinks (non-hockey)
- Ice skating trails
- Mechanized use trails (e.g. ATVs, skidoos etc.)
- Mountain bike trails
- Trails (non-mechanized for biking, walking, jogging, etc.)
- Natural areas
- Picnic areas / shelters
- Playgrounds
- Public art (e.g. murals, sculptures, statues)
- Skateboard parks
- Sports fields
- Spray parks/spray decks
- Swimming pool (outdoor)
- Toboggan hills
- Other (please specify): _______________________

15. What types of recreation and culture programming would like to have offered in your community? Select up to five (5).

- Walking programs
- Line Dancing
- Yoga and/or Pilates
- Fitness classes
- Women's only fitness
- Adults arts and crafts
- Children's arts and crafts
- Photography
- CPR/First Aid
- Horseback riding programs
- Community special events and festivals
- Martial arts
- Curling lessons/leagues
- Ranch skills programs
- Movie nights
16. Would your household be willing to pay additional property taxes if that money was used to support enhancements to recreation and culture opportunities the area?

- Yes
- No (Go to Q17)
- Unsure (Go to Q17)

a. If you answered “yes”, how much more would your household be willing to pay in annual property taxes to support enhancements to recreation and culture opportunities in the area?

- Up to $50 per year
- $51 - $100 per year
- $101 - $150 per year
- $151 + per year

17. Would you be willing pay increased user fees to support enhancements to recreation and culture opportunities in the area? (User fees would include the entrance fees at a facility, the cost of a registered program, or cost to rent space such as an arena or field).

- Yes
- No
- Unsure

18. In your opinion, how should public recreation and culture opportunities be funded?

- Tax supported funding (government grants/programs).
- Through user fees.
- Through a combination of the above.

Section 3: General Comments

19. Please use the space below to provide any additional comments about the Lakedell Agricultural Society, its facilities and/or programs, or about recreation and culture opportunities in the area in general.

_________________________________________________________________________

_________________________________________________________________________

_________________________________________________________________________

_________________________________________________________________________

_________________________________________________________________________
Section 4: About Your Household

20. Is anyone in your household a member of the Lakedell Agricultural Society?

☐ Yes
☐ No
☐ Not Sure

21. How long have you lived in the area?

☐ Less than 1 year
☐ 1-5 Years
☐ 6-10 Years
☐ 10+ Years

22. Do you expect to be residing in the area for the next five years?

☐ Yes
☐ No
☐ Not Sure

23. Please describe your household by recording the number of members in each of the following age groups. Don’t forget to include yourself!

<table>
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<tr>
<th>Age 0 – 4 Years</th>
<th>Age 5 – 9 Years</th>
<th>Age 10 – 19 Years</th>
<th>Age 20 – 29 Years</th>
<th>Age 30 - 39 Years</th>
<th>Age 40 – 49 Years</th>
<th>Age 50 – 59 Years</th>
<th>Age 60 – 69 Years</th>
<th>Age 70 – 79 Years</th>
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Thank You!
Parks Firewood Contract Extension - Report

Meeting Date (Report Reference Only): 2019/02/26

Meeting (Report Reference Only): Council General

Background

On February 11th, 2019 Council carried unanimously to table awarding the extension of the wood contract to Saws & Ladders to the February 26th, 2019 Council General meeting pending confirmation that the contractor is in conformance with zoning compliance as per the Land Use Bylaw 2017/48. (Ref Resolution #CG20190211.015)

Administration has investigated the request from Council and can confirm that Saws & Ladders is currently compliant as per the Land Use Bylaw 2017/48.

As this is the last year of the signed agreement between the wood contractor Saws & Ladders and the County of Wetaskiwin, Administration would recommend that the County enter into a one year extension.

Administration received several positive comments regarding the wood quality supplied by Saws & Ladders.

Alternatives

Options for Council’s consideration:

1. approve the extension of the wood contract to Saws & Ladders in the amount of $50,000.00 for the supply and delivery of 200 cords of bagged fire wood for the 2020 camping season effective January 1st, 2020 to December 31st, 2020.

2. deny the extension of the wood contract to Saws & Ladders in the amount of $50,000.00 for the supply and delivery of 200 cords of bagged fire wood for the 2020 camping season effective January 1st, 2020 to December 31st, 2020.

Recommendations

that Council approve the extension of the wood contract to Saws & Ladders in the amount of $50,000.00 for the supply and delivery of 200 cords of bagged fire wood for the 2020 camping season effective January 1st, 2020 to December 31st, 2020.

Recommended Resolution
Administration recommends that Council approve the extension of the wood contract to Saws & Ladders in the amount of $50,000.00 for the supply and delivery of 200 cords of bagged firewood for the 2020 camping season effective January 1st, 2020 to December 31st, 2020.
THIS AGREEMENT MADE THIS _______ DAY OF ________________________, A.D., 2019

BETWEEN:

The County of Wetaskiwin No. 10,
A municipal Corporation under the
Laws of the Province of Alberta
(Hereinafter referred to as the “County”)

OF THE FIRST PART

AND:

Ian Koop
Saws & Ladders
#16, Norwood Close
Wetaskiwin, AB T9A 1K2
(Hereinafter referred to as the “County”)

OF THE SECOND PART

WHEREAS the County of Wetaskiwin No. 10 requires Supply and Delivery of bagged Firewood at the six County Parks from the Contractor (hereinafter referred to as the “Park”);

TERMS OF AGREEMENT


2. The County of Wetaskiwin and the Contractor agree to the terms of $50,000.00 for this contract commencing January 1st, 2020 and ending December 31, 2020.

3. The three (3) year extension for the years 2021, 2022 & 2023 will be accepted or rejected by both parties no later than October 30, 2020.

4. The three (3) year extension of the contract will include all the terms and conditions of the original contract.
5. The County reserves the right to terminate this contract at any time, by giving the park attendant thirty (30) days written notice.

SCOPE OF WORK

The scope of work is a one 1 Year Contract for 2020 which is to include the following;

Project: The Contractor shall undertake all aspects of the project to supply and deliver of bagged spruce or pine firewood to the County’s six Campgrounds listed below;

- Battle Lake Park- SW 13-46-2-W5M
- Buck Lake Park- SW 11-46-6-W5M
- Mound Red Park- NW 11-45-28-W4M
- Red Deer Lake Park - SW 2-44-22-W4M
- Coal Lake- South Park- NW 25-46-23-W4M
- Twin Lakes Park - SE 9 & S ½ 10, SW 11-46-3-W5M

Bagged Wood: Each bag of firewood will contain approximately 1.5 cubic ft of spruce or pine firewood.

Pest Control: The Contractor shall supply the product free from; the Mountain Pine Beetle, White Pine Weevil and Western Gall Rust.

Delivery & Maintenance: The Contractor is expected to deliver firewood once a week or as required. The Contractor is responsible for the maintenance of the wood supply at all six (6) campgrounds and is responsible for the coordination of delivery of the firewood with each individual campground attendant. The contract will include emergency call outs, such as long weekends.

TERMS OF PAYMENT

1. The Contractor shall submit monthly invoices for work performed, including locations, dates, and cords of wood supplied and delivery slips. All invoices shall be subject to approval of the Director of Leisure and Community Services or his delegated authority prior to payment.
2. The County will not pay any amount over the original contract amount of $50,000.00 unless authorized by the Director of Leisure and Community Services.
INSURANCE

1. The Contractor shall, at his own expense, provide the following insurance: Insurance against loss or damage to the equipment of the Contractor of sufficient amount and type to cover any and all equipment used pursuant to this quotation;

2. Comprehensive General Liability Insurance of such type and under such terms as are satisfactory to the County in an amount of not less than Two Million Dollars ($2,000,000.00) per occurrence with the County of Wetaskiwin #10 named as insured throughout the life of the Contract.

Proof of Insurance shall be delivered to the County prior to starting work.

HEALTH AND SAFETY

1. The Contractor, its staff, employees, agents and subcontractors shall comply with the terms of the Occupational Health and Safety Act and all regulations there under. The contractor shall have in place a Certificate of Recognition (COR) or a safety program that is acceptable to the County of Wetaskiwin #10.

2. The Contractor’s equipment shall meet all safety regulations under the Workers’ Compensation and Occupational Health and Safety Acts.

3. All staff, employees, agents and subcontractors of the Contractor shall wear all required safety gear as per Occupational Health & Safety Acts.

4. The Contractor must have a current Worker’s Compensation account and maintain a valid account throughout the duration of the contract.

INDEMNITY

1. The Contractor shall indemnify and save harmless the County, its elected officials, officers employees, servants, agents, contractors, and rate-payers, which without limiting the generality of the foregoing, shall include the costs of legal defense, with respect to any suit, proceeding, claim or demand made or brought by a third party, which without restricting the generality of the foregoing shall include any suit, proceeding, or demand founded in contract or in negligence arising out of any occurrence, incident, accident, or event relating to the Contract or the subject matter thereof. Such indemnification shall survive termination of this Contract.
FORCE MAJEURE

1. Neither party hereto shall be liable for any delay or default in performance hereunder, other than the payment of money, due to any cause beyond its control and not occasioned by an act or omission of either party, its agent or assigns, including, but not limited to Acts of God or the public enemy, acts of the federal or state government or of any state or federal officer or agency purporting to act under duly constituted authority, floods, wars, fires, storms, strikes, lockouts or other labour disturbances, weather conditions, interruptions of transportation, freight embargoes or failures, exhaustion or unavailability on the open market of materials, equipment or service necessary for the performance of any provision hereof whereby performance hereunder is delayed or prevented.

2. In the event of any delay or default as noted in subsection above, the County may choose to extend the term of this Agreement by an amount of time equal to the time performance is delayed or prevented by such an event.

FREEDOM OF INFORMATION

1. The records stipulated in this Agreement as being required to be maintained by the Contractor may be subject to the protection and access provisions of the Freedom of Information and Protection of Privacy Act. Should the County receive a request for any of these records that are in the custody of the Contractor, it will be the responsibility of the Contractor to provide the records, at the Contractor's expense, to the County within thirty (30) calendar days of receipt of the written request for the records by the County.

WHOLE AGREEMENT

1. Subject to an agreement in writing between the parties to the contrary, the Contract Documents contain the whole of the terms and conditions between the County and the Contractor. There are no other warranties, representations, conditions or collateral agreements, except as set forth in the Contract Documents which, without limiting the generality of the foregoing shall mean that no verbal agreement or conversation with any elected official, officer, employee or agent of the County shall affect or modify any of the terms or conditions contained in the Contract Documents.

TERMINATION

1. Default - The County may, at its sole discretion, choose to terminate the services of the Contractor if, in its opinion:

2. The Contractor has failed to provide the equipment or operators to fulfill delivery of firewood and maintenance of the wood supply at all six (6) campgrounds
3. The Operator is, in the opinion of the County or its delegated representative, under the influence of any substance which may impair the operator’s judgement or ability;

4. Any other default of the terms and conditions contained herein. In the event of such cancellation, the Contractor shall be entitled only to payment in respect to work done under this contract up to the termination date.

   a. Mutual Agreement

The Agreement may be terminated in part or in full by the Contractor or the County of Wetaskiwin No. 10 on thirty (30) days written notice being given to the other.

ENTIRE UNDERSTANDING

1 The Agreement herein contains the entire understanding between the parties and the Contractor acknowledges that no conditions, warranties, or representations have been made by or agreed to by the Administrator or his officers.

2 Notwithstanding anything contained herein to the contrary, this Agreement shall not be binding and shall not obligate the parties to perform work and make payments of any kind until this Agreement has been duly executed by the County of Wetaskiwin No. 10.

3 The validity and interpretation of this Agreement and of each clause or part thereof is to be governed by the laws of the Province of Alberta.

IN WITNESS WHEREOF the parties hereto have executed this document on the date first above written.

Seal

per: __________________________

per: __________________________

SIGNED AND DELIVERED in the presence of:

______________________________
Print Name of Witness

______________________________
Signature: Saws n Ladder

______________________________
Signature of Witness
2019 Fire Guardians Update - Report

Meeting Date (Report Reference Only): 2019/02/26
Meeting (Report Reference Only): Council General

Background

By-law 2016/44, Section 9.1, provides for Council to appoint Fire Guardians. The fire permit season historically begins April 1 of the current year. At the August 18, 2015 Council General Meeting, it was moved to approve the County of Wetaskiwin's annual fire season to mirror Environment and Sustainable Resource Development’s (ESRD) which is March 1st to October 31st each year (Resolution No. CG20150818.1020).

The annual Fire Guardian orientation was held Friday February 22, 2019 from 10:00 a.m. - 12:00 p.m. with lunch provided in the Council Chambers.

At the February 11, 2019 Council General Meeting, Council approved the Fire Guardians for 2019. There has been a change in Division 3 and 4. In Division 3, Ken Cherniak is to be added as a Fire Guardian. In Division 4, Keith Johnson is to be removed as a Fire Guardian.

The Fire Guardian list is advertised in the Pipestone Flyer from March to October of each year and posted on the County website.

Alternatives

.

Recommendations

Administration recommends that Council approve the updates to the Fire Guardian Listing for 2019 by adding Ken Cherniak in Division 3 and removing Keith Johnson in Division 4.

Recommended Resolution

that Council approve the updates to the Fire Guardian Listing for 2019 by adding Ken Cherniak in Division 3 and removing Keith Johnson in Division 4.
Rescind Policy 23.1.1 (Previously 2301) - Report

Meeting Date (Report Reference Only): 2019/02/26

Meeting (Report Reference Only): Council General

Background

In 2004 the Payment for Unpaid Fire Protection Charges to the Fire Contractor/Department Policy #23.1.1 of the County of Wetaskiwin was created. Policy #23.1.1 is a policy which establishes a standard for payment of unpaid Fire Protection Charges to the Fire Contractor or Fire Department.

During the recent policy review and the updates to the Fire Services Bylaw 2019/08, it was discovered this policy is now a duplicate of the information in the Fire Services Bylaw and is no longer required.

Recommendations

Administration recommends that Council approve that the Payment for Unpaid Fire Protection Charges to the Fire Contractor/Department Policy #23.1.1 be rescinded due to duplication of the information in the Fire Services Bylaw 2019/08.

Recommended Resolution

Administration recommends that Council approve that the Payment for Unpaid Fire Protection Charges to the Fire Contractor/Department Policy #23.1.1 be rescinded due to duplication of the information in the Fire Services Bylaw 2019/08.
PAYMENT FOR UNPAID FIRE PROTECTION CHARGES TO THE FIRE CONTRACTOR/DEPARTMENT

POLICY STATEMENT

The Council of the County of Wetaskiwin No. 10 wishes to establish a standard for the payment of unpaid Fire Protection Charges to the Fire Contractor or Fire Department.

PROCEDURES

1. The Fire Departments or Fire Contractors attempt to collect outstanding fire charges for a period of thirty (30) days. If the amount is still outstanding following the thirty (30) days, Small Debts Court action is pursued and a judgment in favor of the Fire Service is received. When the judgment is received, it is presented to Council for a resolution authorizing the addition of the amount to the applicable tax roll, pursuant to the Municipal Government Act, Section of 553, adding amounts owing to tax roll, Section (1) (g) which states:

553 (1) - A Council may add the following amounts to the tax roll of a parcel of land:

(g) - if the municipality has passed a by-law (Fire Services By-Law) making the owner of a parcel liable for expenses and costs related to the municipality extinguishing fires on the parcel, unpaid costs and expenses for extinguishing fires on the parcel.

The County of Wetaskiwin No. 10 Fire Services By-Law states:

The owner of a parcel of land within the County to which Fire Protection is provided is liable for Fire Protection Charges incurred and the County may add to the tax roll of the parcel of land all unpaid Fire Protection Charges, which forms a special lien against the parcel of land in favor of the County from the date the amount was added to the tax roll, in accordance with section 553 of the Municipal Government Act.

2. Upon resolution of Council authorizing the fire charges be added to the tax roll, the amount will be paid to the Fire Contractor or Fire Department forthwith by the County of Wetaskiwin No. 10.
BY-LAW NUMBER 2019/08

BY-LAW NUMBER 2019/08 is a bylaw of the County of Wetaskiwin No. 10 in the Province of Alberta for the purpose of establishing and operating the County’s Fire Services, providing fire protection to the County and the recovery of fire protection charges.

WHEREAS the Municipal Government Act provides that a council of a municipality may pass bylaws for municipal purposes respecting the following matters:

a) the safety, health and welfare of people, and the protection of people and property;

b) services provided by or on behalf of the municipality; and

c) the enforcement of bylaws;

AND WHEREAS the Municipal Government Act further provides that a municipality may pass bylaws to regulate, prohibit and impose a system of licenses, permits or approvals and may collect, pursuant to a bylaw, costs and expenses incurred by the municipality for extinguishing fires; and

AND WHEREAS the Forest and Prairie Protection Act provides that a council of a municipal district is responsible for fighting and controlling all fires within the boundaries of the municipal district, other than areas contained in a forest protection area;

AND WHEREAS the Alberta Fire Code contemplates that municipalities will regulate or prohibit the use, sale and storage of fireworks within their jurisdiction;

AND WHEREAS Council for the County of Wetaskiwin No. 10 wishes to establish a fire service within the County and provide for the efficient operation of such a service;

AND WHEREAS Council for the County of Wetaskiwin No. 10 wishes to provide for the prevention, regulation and control of the lighting of fires within the County;

NOW THEREFORE, the Council of the County of Wetaskiwin No. 10, duly assembled, enacts as follows:

SECTION 1. TITLE

1.1 This Bylaw may be cited as the “Fire Services Bylaw”.

SECTION 2. DEFINITIONS

2.1 In this Bylaw:

(a) “Apparatus” means any vehicle provided with machinery, or Equipment for firefighting operated by or for Fire Services whether that vehicle operates on land, in the air, or on water;

(b) “Burnable Debris” means all combustible waste other than Prohibited Debris and includes, but is not limited to:

(i) straw and stubble;

(ii) grass and weeds;

(iii) leaves and tree pruning’s;

(iv) brush and fallen trees on newly cleared land or associated with logging operations;

(v) used power, telegraph and telephone poles that do not contain wood preservatives;
(vi) wooden materials, which do not contain wood preservatives, from the construction or demolition of buildings;
(vii) solid waste from post and pole operations that does not contain wood preservatives; and,
(viii) solid waste from tree harvesting operations;

(c) “Burning Barrel Fire” means a fire confined to a non-combustible structure or container that has draft holes not larger than 5 millimeters in diameter and is covered with a heavy gauge metal screen of a mesh size not greater than 7 millimeters to contain sparks over the fire at all times, which is lit for the purpose of burning household refuse or other Burnable Debris;

(d) “Burning Hazard” means an actual or potential occurrence of fire or other combustion of organic or inorganic material that could endanger human life or property or damage property;

(e) “CAO” means the Chief Administrative Officer of the County or their designate;

(f) “Council” means the municipal Council of the County;

(g) “County” means the County of Wetaskiwin No. 10;

(h) “Dangerous Goods” means those products or substances which are regulated by the Dangerous Goods Transportation and Handling Act;

(i) “Director” means the person employed by the County as the Director of Emergency Services to manage Fire Services for the County, or their designate;

(j) “Equipment” means any tools, devices, materials or supplies used by or for Fire Services to respond to an Incident;

(k) “False Alarm” means any notification, by whatever means received, to Fire Services respecting the existence of a condition, circumstance, fire or other event containing an imminent, serious danger to persons or property, wherein such condition, circumstance, fire or other event does not, in fact, exist;

(l) “Fire Chief” means the Fire Chief of a department serving any of the Fire Protection Areas, or their designate;

(m) “Fire Guardian” means:

(i) a person deemed a Fire Guardian under the Forest and Prairie Protection Act;
(ii) any person appointed as a Fire Guardian by resolution of Council in accordance with the Forest and Prairie Protection Act;

(n) “Fire Hazard” means combustible material that, through its nature, location, condition or arrangement, or any combination of those factors, may be ignited and, if ignited, could create a Burning Hazard;

(o) “Fire Permit” means a permit issued by an individual authorized by the County to do so pursuant to this Bylaw, authorizing the setting of a specific type of fire, and includes a
fire permit issued by a Fire Guardian pursuant to the *Forest and Prairie Protection Act*.

(p) “Fireworks Permit” means a permit issued by a retail location authorized by the County pursuant to this Bylaw and the Alberta Fire Code for the purchase and/or discharge of Low and/or High Level fireworks.

(q) “Fire Protection Area” means the following geographic areas within the County where Fire Protection is to be provided:

(i) Fire Protection Area 1 - Millet
(ii) Fire Protection Area 2 - Wetaskiwin
(iii) Fire Protection Area 3 - Pigeon Lake
(iv) Fire Protection Area 4 - Winfield
(v) Fire Protection Area 5 - Buck Lake/Alder Flats

the boundaries of which are outlined on the map attached as Schedule “A” forming part of this Bylaw;

(r) “Fire Protection” means any and all of the services established in Section 3.1 and includes any other service delivered by or for Fire Services that is authorized by Council;

(s) “Fire Restriction” means no new Fire Permits or Fireworks Permits are authorized and currently issued Fire Permits or Fireworks Permits are suspended. Exemptions are internal household fire places, incinerators (farm or acreage use only), regulated burning barrels, camp stoves, solid fueled barbeques (charcoal briquettes), liquid fueled barbeques (propane & natural gas), recreational fire in an approved fire pit with grate covering, chimney’s, fire contained in approved facilities and appliances in designated camping and recreational areas.

(t) “Fire Protection Charges” means all costs incurred by or for Fire Services in providing Fire Protection both within and outside the County’s boundaries, the rates of which are set out in the attached Schedule “B” forming part of this Bylaw;

(u) “Fire Season” means the period established by Alberta Agriculture & Forestry each year or such extended or shortened period that the Minister responsible for the *Forest and Prairie Protection Act* may declare from time to time;

(v) “Fire Services” means a department established and organized by the County to provide Fire Protection and the fire departments identified in Section 3.2 as providing Fire Protection to specific Fire Protection Areas under agreement with the County, and shall include all Members.

(w) “Fire Services Property” means all real and personal property owned or controlled by the County and designated for use by Fire Services including but not limited to Apparatus, Equipment and fire stations;

(x) “High Level Fireworks” means effects that reach more than 50 meters. Three common kinds of High Level fireworks include aerial shells (including large shells and nautical effects), comets, large roman candles (larger than 50 mm, inside diameter);
“Incident” means a fire or a situation where a fire or explosion is imminent or any other emergency where there is a danger or possible danger to life or property;

“Incident Command” means the Fire Chief, or in the absence of the Fire Chief, the highest ranking Member who first arrives at the scene of an Incident;

“Low Level Fireworks” means effects that reach less than 50 meters. Some Low Level fireworks, such as mines, may have to be fired from a mortar. Four common kinds of Low Level fireworks include: roman candles, mines, cakes (battery/combo), flying saucers;

“Medical First Response” means a service the Fire Department provides to the public by a firefighter who is trained to provide Standard First Aid in a medical emergency;

“Member” means any person who is duly appointed as a member of Fire Services and includes a Fire Chief;

“Negligence” means a person is guilty of negligence if he/she:
(i) recklessly starts a fire or causes an explosion which endangers human life;
(ii) having started a fire recklessly or not, and knowing, that it is spreading and will endanger the life or property of another; either fails to take reasonable measures to put out or control the fire or fails to give a prompt fire alarm;
(iii) damages the property of another by negligent use of fire or causing an explosion;
(iv) discharges or uses fireworks in a reckless manner which creates a substantial risk of death or serious physical injury to another person or damage to the property of another;
(v) fails to use reasonable care, resulting in damage or injury to another person or property;
(vi) does not obtain a fire permit when required;
(vii) does not obtain a fireworks permit when required;

“Peace Officer” means a bylaw enforcement officer appointed by the County pursuant to the Municipal Government Act and includes a member of the Royal Canadian Mounted Police and, when authorized, a community peace officer appointed under the Peace Officer Act.

“Prohibited Debris” means any combustible waste that, when burned, may result in the release to the atmosphere of dense smoke, offensive odours or toxic substances and includes but is not limited to:

(i) animal manure;
(ii) pathological waste;
(iii) non-wooden material;
(iv) waste material from building or construction sites, excluding wooden materials that do not contain wood preservatives;
(v) combustible material in automobile bodies;
(vi) tires;
(vii) rubber or plastic, or anything containing or coated with rubber or plastic or similar substances, except rubber or plastic attached to shredded scrap steel;
(viii) used oil; and
(ix) wood or wood products containing substances for the purpose of preserving wood;

(gg) “Recreational Fire” means a fire confined within a non-combustible structure or container, which is lit for the purpose of cooking, obtaining warmth or viewing for pleasure and is fueled solely by dry wood, charcoal, natural gas, or propane;

(hh) “Re-ignite/Re-ignition” means to flare up or catch fire after extinguished;

(ii) “Responsible Person” is one who is 18 years of age or older and is able to act without guidance or supervision, because he or she is accountable and answerable for his or her behavior. Such person can be trusted or depended upon to do things on his or her own;

(jj) “Smudge Fire” means a fire confined to a non-combustible structure or container that has draft holes not larger than 5 millimeters in diameter and is covered with a heavy gauge metal screen of a mesh size not greater than 7 millimeters to contain sparks over the fire at all times, which is lit for the purpose of protecting livestock from insects or for protecting garden plants from frost and is fueled solely by dry wood or charcoal.

(kk) “Total Fire Ban” means an order issued by the Minister responsible for the Forest and Prairie Protection Act, or an order issued pursuant to this Bylaw, for the purpose of canceling all fire permits or fireworks permits, prohibiting the lighting of, and requiring the extinguishment of all fires within the County. The only exceptions are internal household fireplaces and gas fueled equipment such as a propane barbeque or propane fire pit;

(ll) “Violation Ticket” means a violation ticket issued for an offence committed against any of the provisions of this Bylaw under Part 2 of the Provincial Offences Procedure Act;

SECTION 3. FIRE SERVICES

3.1 Council hereby provides Fire Services in the County for the purpose of:

(a) preventing and extinguishing fires;
(b) investigating the cause of fires;
(c) preserving life and property and protecting persons and property from injury or destruction by fire;
(d) preventing prairie or running fires and enforcing the provisions of the Forest Prairie and Protection Act;
(e) preventing, combating and controlling Incidents;
(f) carrying out preventable controls;
(g) fulfilling the requirements of any mutual aide agreements with other municipalities;
(h) maintaining and operating Apparatus and Equipment for extinguishing fires and preserving life and property;
(i) providing rescue services for motor vehicles collisions;
(j) conducting pre-fire planning and fire inspections;
(k) providing public education and information regarding fire safety;
(l) providing ice and water rescue;
(m) training or other Member development; and
(n) Medical First Response
in accordance with the policies and guidelines established by the County from time to time and all applicable legislation.

3.2 By agreement with the County, Fire Protection shall be provided to the respective Fire Protection Areas identified below by the following fire departments:

(a) Fire Protection Area 1
   East West Millet Rural Fire Department
(b) Fire Protection Area 2
   Wetaskiwin Rural Fire Department
(c) Fire Protection Area 3
   Mulhurst Bay and South Pigeon Lake Fire Departments
(d) Fire Protection Area 4
   Winfield Fire Department
(e) Fire Protection Area 5
   Buck Lake/Alder Flats Fire Department

as indicated on the map attached as Schedule “A” forming part of this Bylaw;

SECTION 4. AUTHORITY AND RESPONSIBILITY OF THE DIRECTOR

4.1 The Director shall be appointed by and report to the CAO.

4.2 The Director shall be responsible for managing the overall delivery of Fire Protection by Fire Services, subject to:

(a) this Bylaw;
(b) all applicable County policies;
(c) the direction of the CAO;
(d) any agreements the County has with other municipalities or other entities, however constituted, that provide Fire Protection in the County.

4.3 The Director may prescribe rules, regulations and procedures for the ongoing organization and administration of Fire Services, including but not limited to:

(a) the appointment, recruitment, conduct, discipline, duties, training and responsibilities of Members;
(b) the efficient operation of Fire Services;
(c) the operating procedures of departments; and

may perform such other functions and have such other powers and responsibilities the CAO may from time to time prescribe.

4.4 The Director may, subject to ratification by Council, negotiate and enter into agreements with the Province of Alberta, other municipalities or other entities, however constituted, for the purchase, joint use, control and management of Fire Services Property, and for the purpose of providing Fire Protection within or outside the County.

4.5 The Director is authorized to delegate, and to authorize further delegations of any powers, duties and functions delegated to the Director by Council under this Bylaw.
SECTION 5.  AUTHORITY AND RESPONSIBILITY OF FIRE CHIEF

5.1 The Fire Chief shall be responsible to the Director for the performance of their duties pursuant to this Bylaw and all applicable policies of the County.

5.2 The Fire Chief shall manage and administer the affairs of the Fire Department pursuant to this Bylaw and applicable policies of the County.

5.3 The Fire Chief shall be responsible for supervising the Members and the day-to-day operation, maintenance and protection of Fire Services Property.

5.4 Subject to the approval of the Director, the Fire Chief shall establish Standard Operational Guidelines for the provision of Fire Protection that are consistent with this Bylaw and all applicable policies of the County.

5.5 The Fire Chief may recruit and appoint Members to the Fire Department and dismiss Members from the Fire Department, in accordance with applicable County guidelines.

5.6 The Fire Chief shall maintain and submit to the Director on a timely basis:

(a) Records of all business transactions of the Fire Department;
(b) Records of all Incidents attended by the Fire Department and actions taken for re-imbursement by the County and statistical purposes;
(c) Records of all fire inspections carried out and actions taken on account of fire inspections; and
(d) Any other records incidental to the operation of the Fire Department.

5.7 The Fire Chief may appoint other Members to act as Fire Chief in their absence for a period not to exceed thirty (30) days, subject to the Director’s approval.

5.8 The Fire Chief is responsible for reporting to the Society/Board based on their policies and budget.

SECTION 6.  AUTHORITY AND RESPONSIBILITY OF FIRE PROTECTION SOCIETY/ASSOCIATION

6.1 Upon entering into an agreement with the County, the Board of Directors shall have the power and authority to do any act or thing or refrain from any act or thing in the furtherance of the objects of the Society, and in the management of the affairs of the Society. Without restricting the generality of the foregoing the Board of Directors shall:

a) Appoint a Fire Chief
b) Work with Council to prepare a long term capital plan
c) Hire necessary personnel for the administration of the Society
d) Enter into agreements for the use, operation, housing & maintenance of the Society’s equipment
e) Prepare a balanced budget annually
f) Assist to recruit volunteer firefighters
g) Ensure board members shall not be members of the Fire Department
h) Purchase, lease or otherwise acquire such equipment as is needed to carry out the objects of the Society  
i) Trade, barter, sell or otherwise dispose of any items of equipment or other property of the Society  
j) Fix and pay any remuneration for any officer, director or employee of the Society  

SECTION 7.  AUTHORITY AND RESPONSIBILITY OF MEMBERS  

7.1 Members are responsible to the Fire Chief for the performance of their duties pursuant to this Bylaw and applicable policies of the County.  

SECTION 8.  AUTHORITY AND RESPONSIBILITY OF INCIDENT COMMAND  

8.1 Incident Command at an Incident shall have control, direction and management of all Apparatus, Equipment and manpower assigned to that Incident and shall continue to act as the Incident Command until relieved by another Member authorized to do so.  

8.2 Incident Command shall take action as deemed necessary for preserving life and property and protecting persons and property from injury or destruction by fire or other emergency and is authorized to:  

(a) enter, pass through or over buildings, structures or property whether adjacent or in proximity to an Incident and to cause Members or Apparatus to enter or pass through or over the building, structure or property without permission;  
(b) establish boundaries or limits and keep persons from entering the area within the prescribed boundaries or limits unless authorized to enter by the Member in Charge;  
(c) request Peace Officers to enforce restrictions on persons entering within the boundaries or limits outlined in subsection (b);  
(d) cause a building, structure or thing to be pulled down, demolished or otherwise removed;  
(e) request County manpower and Equipment which they considers necessary to deal with an Incident; and  
(f) request any adult person who is not a Member, to assist in:  
(i) extinguishing a fire or preventing the spread thereof;  
(ii) removing furniture, goods and merchandise from any building or structure on fire or in danger thereof and in guarding and securing same; and  
(iii) demolishing a building or structure at or near the fire or other Incident.  

SECTION 9.  FIRE GUARDIANS  

9.1 Each year before March 1, Council shall appoint a sufficient number of Fire Guardians to enforce the provisions of the Forest and Prairie Protection Act and this Bylaw within the boundaries of the County.  

9.2 Fire Guardians shall have the authority and power to:  

(a) issue a Fire Permit in respect of any property within the County;  
(b) issue a Fire Permit unconditionally or to impose any conditions on the Fire Permit that the Fire Guardian considers appropriate, in his or her sole discretion, given the nature of the fire and prevailing circumstances, location and environmental conditions;  
(c) suspend or cancel a Fire Permit at any time; and
By-law 2019/08

SECTION 10. PERMITTED AND PROHIBITED FIRES

10.1 No person shall light or cause to be lit any outdoor fire or permit any outdoor fire upon land owned or occupied by them or under their control within the boundaries of the County except as otherwise provided for under this Bylaw.

10.2 No person shall burn or cause to be burned any Prohibited Debris within the boundaries of the County.

10.3 During the Fire Season, no person shall light or cause to be lit an outdoor fire or permit any outdoor fire upon land owned or occupied by them or under their control except when they are the holder of a valid Fire Permit issued pursuant to this Bylaw or the Forest and Prairie Protection Act or unless the specific type of fire is exempted from requiring a Fire Permit either in this Bylaw or the Forest and Prairie Protection Act.

10.4 Throughout the entire year, no person shall set off fireworks upon land owned or occupied by them or under their control except when they are the holder of a valid Fireworks Permit.

10.5 Notwithstanding section 11.6, within a hamlet of the County no person shall, at any time of the year, light or cause to be lit an outdoor fire or permit any outdoor fire upon land owned or occupied by or under their control unless the fire is a Recreational Fire.

10.6 A Fire Permit is not required under this Bylaw for a Burning Barrel Fire, Recreational Fire or Smudge Fire provided that:

(a) A minimum of 5 meters clearance from property lines, other structures and combustible materials is maintained;
(b) The fire is kept under control and supervised at all times by a responsible adult person until such time that the fire has been completely extinguished; and
(c) Flame height does not exceed 90 centimeters above the structure or container.

10.7 This Bylaw does not apply to:

(a) an outdoor fire lit by Fire Services for training or preventive control purposes;
(b) an outdoor fire that is a flare stack used in the petroleum industry;
(c) an outdoor fire prescribed by regulations under the Forest Prairie and Protection Act; or
(d) a fire confined to an incinerator regulated under the Environmental Protection and Enhancement Act.

10.8 All fires must be under the care and control of the landowner(s) and cannot adversely affect a person’s quality of life;

10.9 All fires are the responsibility of the landowner(s), including re-ignitions.

SECTION 11. FIRE PERMITS

11.1 An application for a Fire Permit shall be made in writing on the form adopted by the County and may be amended from time to time;
11.2 A Fire Permit shall only be valid for the time period expressly indicated on the Fire Permit, as determined by the Fire Guardian issuing the Fire Permit at their sole discretion, having regard for the nature and purpose of the fire and prevailing circumstances and environmental conditions;

11.3 A Fire Guardian may extend the period of time for a fire by issuing a new Fire Permit;

11.4 A Fire Guardian may, in their sole discretion, terminate, suspend or cancel a Fire Permit at any time. Upon receiving notification of termination, suspension or cancellation of the Fire Permit, the Fire Permit holder shall immediately extinguish any Fire set pursuant to the Fire Permit;

11.5 A Fire Permit is not transferable;

11.6 Fire Permits are not permitted in Hamlets within the County, on County Environmental Reserve properties, Municipal Reserve properties or County Parks;

11.7 Every person who sets a fire under authority of a Fire Permit shall:

(a) keep the Fire Permit at the site of the fire;
(b) produce and show the Fire Permit to a Fire Guardian, a Member or a Peace Officer upon request;
(c) have a responsible person in attendance at the fire at all times;
(d) Keep the fire under control;
(e) Extinguish the fire before expiration of the Fire Permit or upon cancellation of the Fire Permit; and
(f) Be responsible for any costs incurred by the Fire Department when called upon to extinguish such fire if, in the opinion of the Fire Chief or his designate, the fire is the result of negligence or in any way in contravention of this Bylaw.

SECTION 12. FIREWORKS

12.1 All retail locations will be inspected on an annual basis by the Director at no cost to the retailer and be issued a permit to sell and store fireworks providing the retailer meets the Fire Code requirements.

12.2 A Low Level Fireworks Permit shall be issued by a retail location to a purchaser for the purchase/storage/discharge, for a fee as outlined in the Fees and Charges Bylaw.

12.3 A Low Level Fireworks Permit shall only be valid for the time period expressly indicated on the Fireworks Permit.

12.4 Low Level Fireworks are not permitted in Hamlets within the County, on County Environmental Reserve properties, Municipal Reserve properties or County Parks.

12.5 The Director, CAO or Peace Officer may, in their sole discretion, terminate, suspend or cancel a Fireworks Permit at any time. Upon receiving notification of termination, suspension or cancellation of the Fireworks Permit, the Fireworks Permit holder shall immediately extinguish any Fireworks set pursuant to the Fireworks Permit.

12.6 A Fireworks Permit is not transferable.
12.7 An application for High Level fireworks shall be made in writing to the Director or CAO, who may attach conditions prior to the issuance of a Fireworks permit.

12.8 A person who has been issued a Fireworks Permit by an authorized retailer shall:

(a) keep the Fireworks Permit at the site of discharge;
(b) produce and show the Fireworks Permit to a Member or a Peace Officer upon request;
(c) have a responsible person in attendance at the fireworks at all times;
(d) be responsible for any costs incurred by the Fire Department when called upon to extinguish such fireworks if, in the opinion of the Fire Chief or his designate, the fireworks are the result of negligence or in any way in contravention of this Bylaw;
(e) not contravene Section 5.7 of the Alberta Fire Code;
(f) comply to the conditions as outlined on the Fireworks Permit.

SECTION 13. TOTAL FIRE BAN AND/OR FIRE RESTRICTION

13.1 The Director and CAO may, from time to time, prohibit all Fires and Fireworks in the County, whether requiring a Fire Permit or not, when in the opinion the Director and CAO, the prevailing environmental conditions give rise to an increased risk of a fire running out of control, as per County Policy.

13.2 A Total Fire Ban or Fire Restriction imposed pursuant to section 14.1 of this Bylaw, shall remain in force until either the date provided in the notice of the Total Fire Ban or Fire Restriction or until such time as the Director and CAO provides notice to the public that the Total Fire Ban or Fire Restriction is no longer in effect.

13.3 Notice of a Total Fire Ban or Fire Restriction shall be provided to the public. Notice may be in the form of signs posted throughout the municipality, in locations to be determined by the County, through a public service message on the local radio stations, or by any other means which the CAO determines is appropriate for the purpose of informing the public of the Total Fire Ban or Fire Restriction.

13.4 When a Total Fire Ban is in place, no person shall ignite any fire, whether or not the person is the holder of a Fire Permit and shall immediately extinguish any fire lit once the person knows or ought reasonably to know of the Total Fire Ban.

13.5 When a Total Fire Ban is in place, no person shall set off any Fireworks.

SECTION 14. FIRE PROTECTION CHARGES

14.1 Upon providing Fire Protection within the County’s boundaries, to a County landowner, the County may, in its sole and absolute discretion, charge any or all of the following persons if negligence or any contravention of this Bylaw occurred, namely:

(a) the person or persons causing or contributing to the incident; or
(b) the owner or occupant of the parcel of land;

Fire Protection Charges, and all persons charged are jointly and severally liable for payment of the Fire Protection Charges to the County as per Schedule B.
14.2 Upon providing Fire Protection outside the County's boundaries, to a non-County landowner, the County may, in its sole and absolute discretion, charge any or all of the following persons, namely:

(a) the person or persons causing or contributing to the incident;

Fire Protection Charges, and all persons charged are jointly and severally liable for payment of the Fire Protection Charges to the County.

14.3 All Fire Protection which occurs on Provincial Highways will be charged directly to Alberta Transportation for re-imbursement.

14.4 Fire Protection Charges shall be paid within thirty (30) days of receipt.

14.5 A landowner within the County's boundaries to which Fire Protection is provided is not liable for Fire Protection Charges incurred unless negligence or any contravention of this Bylaw occurred and the County may add to the tax roll of the parcel of land all unpaid Fire Protection Charges (after thirty (30) days), which forms a special lien against the parcel of land in favor of the County from the date the amount was added to the tax roll, in accordance with Section 553 of the Municipal Government Act.

14.6 A non-County resident outside the County's boundaries to which Fire Protection is provided is liable for Fire Protection Charges incurred and the County may forward all unpaid Fire Protection Charges (after thirty (30) days) to a Collections Agency.

SECTION 15. NOTICE

15.1 Any notice provided for in this Bylaw shall be in writing.

15.2 Service of any notice provided for in this Bylaw may be made as follows:

(a) Personally upon the person to be served; or to any person receiving it on his or her behalf; or

(b) By mailing the copy to the person to be served to the last known post office address of the person to be served.

(c) Where the Property is not occupied, by mailing the notice by regular mail to the mailing address noted on the County tax roll for the Property.

(d) As directed by the courts.

15.3 Service is presumed to be effected under section 15.2:

(a) seven days from the date of mailing if the document is mailed in Alberta to an address in Alberta; or

(b) subject to (a), fourteen days from the date of mailing if the document is mailed in Canada to an address in Canada;

unless the document is returned to the sender other than by the addressee, or the document was not received by the addressee, the proof of which lies on the addressee.

SECTION 16. INSPECTION AND ENFORCEMENT

16.1 Where a parcel of land does not comply with this Bylaw or a person contravenes this Bylaw, the County may pursue its enforcement alternatives in accordance with this Bylaw, any enactment or any common law right, including issuing an order to remedy
contraventions or dangers, remedying contraventions or dangers by the County, adding amounts to the tax roll of the owner of the parcel, and pursuing injunctions pursuant to the Municipal Government Act.

16.2 The Director is authorized to carry out inspections of land and structures, issue orders, remedy conditions and contraventions, and enforce this Bylaw in accordance with the Municipal Government Act.

16.3 A Peace Officer is hereby authorized to enter any lands or buildings or premises other than a dwelling house to inspect for conditions that may contravene or fail to comply with the provisions of this By-law and such Peace Officer may order the owner or occupant thereof to remedy any condition which is deemed to be in contravention of this By-law.

SECTION 17. OFFENCES

17.1 No person shall:

(a) contravene any provision of this Bylaw;
(b) contravene any term or condition of a Fire or Fireworks Permit;
(c) impede, obstruct or hinder a Member, or any other person assisting or acting under the direction of a Member from carrying out any function or activity related to the provision of Fire Protection Services;
(d) damage or destroy Fire Services Property;
(e) falsely represent themself as a Member;
(f) obstruct or otherwise interfere with access by Fire Services or Fire Services Property to:
   (i) the scene of an Incident;
   (ii) a fire hydrant, cistern or other body of water designated for firefighting purposes; or
   (iii) to connections to fire mains, stand pipes, or sprinkler systems.
(g) cross any boundaries or limits established by the Fire Services in accordance with this Bylaw, without the express authorization of the Member in Charge;
(h) cause or permit a Burning Hazard or Fire Hazard to exist on a parcel of land;
(i) deposit, discard or abandon any burning matter or substance so as to create a Burning Hazard;
(j) light a fire or cause a fire to be lit during a Total Fire Ban;
(k) set off Fireworks during a Total Fire Ban;
(l) light a fire unless they are the holder of a valid Fire Permit if required under this Bylaw or the Forest and Prairie Protection Act or both;
(m) provide false, incomplete or misleading information to the Director, a Fire Guardian, a Member or a Peace Officer with respect to a fire or a Fire Permit application;
(n) light a fire in a hamlet other than a Recreational Fire;
(o) light a fire on any land not their own without the written consent of the owner of the land;
(p) permit a fire lit by that person to pass from their own land to the land of another person;
(q) light a fire without first taking sufficient precautions to ensure that the fire can be kept under control at all times;
(r) conduct any activity that might reasonably be expected to cause a fire unless that person exercises reasonable care to prevent a fire from occurring;
(s) conduct any activity that involves the use of a fire, where smoke produced by the fire may impede the visibility of vehicular and pedestrian traffic on any road or highway;
(t) light a fire on lands owned or controlled by the County except with the County’s express written consent;
(u) use a fire to burn Prohibited Debris;

SECTION 18. PENALTIES

18.1 A person who contravenes any provision of this Bylaw, fails to comply with any condition in a Fire Permit or with any order or request directed to that person pursuant to this Bylaw is guilty of an offence and is liable, upon summary conviction, to the specified penalty for the offence set out in Schedule “C”.

SECTION 19. VIOLATION TICKET

19.1 A Peace Officer is hereby authorized and empowered to immediately issue a Violation Ticket pursuant to the Provincial Offences Procedure Act to any person who the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.

19.2 If a Violation Ticket is issued in respect of an offence, the Violation Ticket may;
(a) specify the fine amount established by this Bylaw for the offence; or
(b) require a person to appear in court without the alternative of making a voluntary payment.

SECTION 20. VOLUNTARY PAYMENT

20.1 A person who commits an offence may:
(a) if the Violation Ticket is issued in respect of the offence; and
(b) if the Violation Ticket specifies the fine amount established by this Bylaw for the offence;

make a voluntary payment by submitting to a Clerk of the Provincial Court, on or before the initial appearance date indicated on the Violation Ticket, the specified penalty set out on the Violation Ticket.

20.2 When the Clerk records in the Court records the receipt of a voluntary payment pursuant to Section 21.1 and the Provincial Offences Procedure Act, the act of recording receipt of that payment constitutes acceptance of the guilty plea and also constitutes the conviction and the imposition of a fine in the amount of the specified penalty.

SECTION 21. SEVERABILITY

21.1 If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

SECTION 22. REPEAL

22.1 Bylaw 2016/44 is hereby repealed by By-law 2019/08.
SECTION 23. EFFECTIVE DATE

23.1 This Bylaw shall come into force and effect upon third and final reading.

READ a first time in Council this 11th day of February, 2019.

READ a second time in Council this 11th day of February, 2019.

READ a third and final time in Council this 11th day of February, 2019.

_________________________________
Reeve

_________________________________
Chief Administrative Officer
SCHEDULE “A” – FIRE PROTECTION AREAS

Count of Wellskn Fire Protection Areas
SCHEDULE “B” - FIRE PROTECTION CHARGES

1. Four hundred Dollars ($400.00) per hour per Fire Services Apparatus (excluding ATV’s) dispatched to an Incident for Fire Protection.

2. Two Hundred Dollars ($200.00) per hour per ATV dispatched to an Incident.

3. Two Hundred Dollars ($200.00) per hour for scene security costs.

4. Three Hundred Dollars ($300.00) per hour for fire investigation and administration fees.

5. Three Hundred Dollars ($300.00) flat rate per unfounded alarm call.

6. Three Hundred Dollars ($300.00) flat rate per Medical First Response call.

7. Any other disbursements or expenses incurred by the County for Fire Protection at an Incident, including but not limited to services provided by independent contractors or other municipalities under mutual aid or other agreement.

8. Four hundred Dollars ($400.00) per hour per Fire Services Apparatus (excluding ATV’s) dispatched to an Incident for Fire Protection for Mutual Aid between Fire Departments within the County of Wetaskiwin.

9. Alberta Transportation rates are charged out as per Alberta Transportation’s Table 1: Rates of Reimbursement for Fire Department Units Responding Within a Provincial Highway Right of Way.
### SCHEDULE “C” – SPECIFIED PENALTIES

<table>
<thead>
<tr>
<th>OFFENCE</th>
<th>SPECIFIC PENALTY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contravention of any provision of this Bylaw</td>
<td>$500.00</td>
</tr>
<tr>
<td>Second or subsequent offence within one (1) year</td>
<td>$1000.00</td>
</tr>
</tbody>
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Outstanding Fire Charges – Buck Lake/Alder Flats Fire Department - Report

Meeting Date (Report Reference Only): 2019/02/26

Meeting (Report Reference Only): Council General

Background

On May 11, 2017, the Buck Lake/Alder Flats Fire Department was dispatched to 461041 RR 73 (NW 10-46-7-W5M - Tax Roll# 481101) to extinguish a pasture fire.

The fire invoice totaling $3,200.00 was sent by regular mail to the landowner on August 8, 2017 to which no response was received. Another copy of the invoice was mailed regular mail on October 7, 2017 with a letter. The Accounts Manager position changed during this time and so another letter was sent on December 15, 2017. On January 18, 2018 a registered letter was mailed stating a deadline of February 6, 2018 to pay the outstanding invoice or Civil Claim action would be taken. Administration has documentation that the registered letter was received but again, no response. Civil Claim was filed February 13, 2018 and documentation was sent registered mail on February 13, 2018. Administration has documentation that the registered letter was received but again, no response. A Request for Noting in Default was filed March 21, 2018 and the Certificate of Judgment was received from the Court House on February 7, 2019. Administration filed the Certificate of Judgment on February 19, 2019 at the Court House.

Now that the County of Wetaskiwin has the Certificate of Judgment in favour of the Plaintiff(s), which is the County, Administration recommends adding the outstanding amount to the tax roll.

Municipal Government Act Section 553 - Adding Amounts owing to tax roll, Section (1)(g) states:

"533(1) - a council may add the following amounts to the tax roll of a parcel of land:
(g) - If the municipality has passed a bylaw making the owner of a parcel liable for expenses and costs related to the municipality extinguishing fires on the parcel unpaid costs and expenses for extinguishing fires on the parcel."

Recommendations

Administration recommends that Council approve the addition of $3,300.00 (fire invoice and filing fee) to tax roll# 481101 for outstanding fire charges to property described as 461041 RR 73 in accordance with the County of Wetaskiwin Fire Bylaw and Municipal Government Act, Section 553(1)(g).
Recommended Resolution

Administration recommends that Council approve the addition of $3,300.00 (fire invoice and filing fee) to tax roll# 481101 for outstanding fire charges to property described as 461041 RR 73 in accordance with the County of Wetaskiwin Fire Bylaw and Municipal Government Act, Section 553(1)(g).
Outstanding Fire Charges – Wetaskiwin Rural Fire Department - Report

Meeting Date (Report Reference Only): 2019/02/26

Meeting (Report Reference Only): Council General

Background

On April 27, 2017, the Wetaskiwin Rural Fire Department was dispatched to TWP 460 & RR 261 to assist with a motor vehicle collision.

The fire invoice totaling $2,000.00 was sent by regular mail to the owner of the vehicle involved on September 6, 2017 to which no response was received. The Accounts Manager position changed during this time and so another letter was sent on December 15, 2017. On January 24, 2018 a registered letter was mailed stating a deadline of February 6, 2018 to pay the outstanding invoice or Civil Claim action would be taken. Administration has documentation that the registered letter was received but no response was received. Civil Claim was filed February 13, 2018 and documentation was sent registered mail on February 13, 2018. Administration has documentation that the registered letter was received but again, no response. A Request for Noting in Default was filed March 21, 2018 and the Certificate of Judgment was received from the Court House on February 7, 2019. Administration filed the Certificate of Judgment on February 19, 2019 at the Court House.

Now that the County of Wetaskiwin has the Certificate of Judgment in favour of the Plaintiff(s), which is the County, Administration recommends adding the outstanding amount to the tax roll.

Municipal Government Act Section 553 - Adding Amounts owing to tax roll, Section (1)(g) states:

"533(1) - a council may add the following amounts to the tax roll of a parcel of land:

(g) - If the municipality has passed a bylaw making the owner of a parcel liable for expenses and costs related to the municipality extinguishing fires on the parcel unpaid costs and expenses for extinguishing fires on the parcel."

Administration recommends that Council approve the addition of $2,100.00 (fire invoice and filing fee) to tax roll # 181801 for outstanding fire charges at TWP 460 & RR 261 in accordance with the County of Wetaskiwin Fire Bylaw and Municipal Government Act, Section 553(1)(g).
Recommendations

Administration recommends that Council approve the addition of $2,100.00 (fire invoice and filing fee) to tax roll# 181801 for outstanding fire charges at TWP 460 & RR 261 in accordance with the County of Wetaskiwin Fire Bylaw and Municipal Government Act, Section 553(1)(g).

Recommended Resolution

that Council approve the addition of $2,100.00 (fire invoice and filing fee) to tax roll# 181801 for outstanding fire charges at TWP 460 & RR 261 in accordance with the County of Wetaskiwin Fire Bylaw and Municipal Government Act, Section 553(1)(g).
SV Crystal Springs Request to Withdraw ltr to Alberta Municipal Affairs re ACP -Report

Meeting Date (Report Reference Only): 2019/02/26

Meeting (Report Reference Only): Council General

Background

At the Council General meeting held February 11th, 2019, Council discussed an email received from the Summer Village of Crystal Springs regarding Alberta Municipal Affairs grant approval under the Alberta Community Partnership (ACP) program whereas the Summer Village received $200,000.00. The grant was to allow the Summer Village to continue with work completed by the In-Lake Technical Committee a sub-committee of the Alliance of Pigeon Lake Municipalities (APLM).

Council at that time resolved to send a letter to Municipal Affairs expressing concerns that the County of Wetaskiwin's name was being referenced in the Summer Village’s ACP grant application without proper consultation and County approval (Ref Resolution CG20190211.030)

The letter was sent to the Crystal Springs and on February 19th, 2019, an email was received from Ian Rawlinson, Summer Village of Crystal Springs stating:

"I realize the final grant will need resolutions from any municipalities that want to participate. That will not be asked for until we have some consensus at the APLM as to what the next steps may be. This weeks’ meeting will be simply a presentation on phase 2 and I will not be asking for any resolutions at that time.

I am not sure however you have addressed my concern. The letter to MA indicates that we in some way 'did something wrong' and has brought into question the integrity of the application. That is my concern. Clearly you can see that we did not indicate that the other municipalities passed resolutions and as I mentioned in my previous email I feel we have been lumped in with the Grandview's grant and how that application was put together. That simply is not the case.

I also am concerned that a letter went to MA and to every other municipality around Pigeon Lake without you reading the grant. This to me seems very premature and inappropriate. Our council when we took over was under a municipal inspection and
worked for over a year to ensure we do things right in the eyes of the ministry. In this instance we did nothing wrong and yet your letter points to CS inaccurately.

I fully realize Kathy will be a major part of the discussions at the APLM table and we will be arriving at next steps together.

I respectfully ask that a letter of retraction come from yourself and is sent to the Ministry and all the villages and counties it was cc'd to.

Regards

Ian”

The County responded with:

"When we have more information regarding both projects after the meeting, I will present your request to Council regarding a retraction of their letter.

As I read the application, all partners are part of the grant request, even though you didn't check the box saying you had resolutions. Based on my conversations with Municipal Affairs, the ACP grant has to have a partnership and resolutions before it will be released”

On February 19th, 2019 Mr. Ian Rawlinson, Summer Village of Crystal Springs then requested:

"Just so you are aware and you can communicate accurately back to council, the naming of the municipalities included in the introduction was done at the request of MA to define the APLM membership, not to state support or partnership. The specific request was to name members of the APLM but NOT check them as active partners. That is exactly what we did and was checked with MA prior to final submission.

Some Municipalities have already passed resolutions in support and expressed partnership.

Thank you for taking my request back to your council, I look forward to your reply.

Regards

Ian”.

On February 20th, 2019 Councillor Rooyakkers attended a meeting of the APLM where both the Grandview and Crystal Springs ACP grant applications were discussed.
Alternatives

Options for Council’s consideration:

1. Accept Mr. Ian Rawlinson’s request for a retraction of the letter sent to Alberta Municipal Affairs regarding the Summer Village of Crystal Spring’s Alberta Community Partnership (ACP) grant approval of $200,000 as information and advise Alberta Municipal Affairs that the County of Wetaskiwin does not support the grant application.

2. Approve Mr. Ian Rawlinson’s request and send a retraction of the letter the County of Wetaskiwin sent dated February 13th, 2019 to Alberta Municipal Affairs regarding the Summer Village of Crystal Spring’s Alberta Community Partnership (ACP) grant approval and support the application for funding.

Recommendations

Administration recommends that Council accept Mr. Ian Rawlinson’s request for a retraction of the letter sent to Alberta Municipal Affairs regarding the Summer Village of Crystal Spring’s Alberta Community Partnership (ACP) grant approval of $200,000 as information and advise Alberta Municipal Affairs that the County of Wetaskiwin does not support the grant application.

Recommended Resolution

that Council accept Mr. Ian Rawlinson’s request for a retraction of the letter sent to Alberta Municipal Affairs regarding the Summer Village of Crystal Spring’s Alberta Community Partnership (ACP) grant approval of $200,000 as information and advise Alberta Municipal Affairs that the County of Wetaskiwin does not support the grant application.
February 13th, 2019

Alberta Municipal Affairs
Commerce Place
10155 102 Street NW
Edmonton, Alberta
T5J 4L4

Attention: Janice Romanyszyn

Dear Janice:

Re: ACP Grant Approvals – Summer Villages of Grandview & Crystal Springs

The County of Wetaskiwin Council received notification from Alberta Municipal Affairs on an Alberta Community Partnership (ACP) Grant approval to the Summer Villages of Grandview for $135,000.00. As well an email was sent to the County of Wetaskiwin from the Summer Village of Crystal Springs on another project totalling $200,000.00.

While the County of Wetaskiwin has an appointed member on the Pigeon Lake Watershed Alliance (PLWA) and the Alliance of Pigeon Lake Municipalities (APLM), the County of Wetaskiwin have not passed a motion to support either project yet the County's name was included in both applications.

The County of Wetaskiwin Council always ensured resolutions are received and included in any grant application and felt the Summer Village approvals should have been put on hold pending receipt of that approval.

At this point the County is not asking that our name be removed but will be working with the Summer Villages of Grandview and Crystal Springs to get a better understanding of the actual projects they applied for and received funding. We hope to complete our review within a month.

The County of Wetaskiwin will follow up with your Department once a decision has been made.

If you have any questions, please contact the undersigned.

Rod Hawken, CAO

Cc: Summer Villages of Golden Days, Itaska Beach, Ma-Me-O Beach, Norris Beach, Poplar Bay, Silver Beach, Grandview, Crystal Springs and Leduc County
County of Wetaskiwin Council
Thank you for the reply Rod,

Just so you are aware and you can communicate accurately back to council, the naming of the municipalities included in the introduction was done at the request of MA to define the APLM membership, not to state support or partnership. The specific request was to name members of the APLM but NOT check them as active partners. That is exactly what we did and was checked with MA prior to final submission.

Some Municipalities have already passed resolutions in support and expressed partnership.

Thank you for taking my request back to your council, I look forward to your reply.

Regards

Ian
Thank you Rod,

I realize the final grant will need resolutions from any municipalities that want to participate. That will not be asked for until we have some consensus at the APLM as to what the next steps may be. This week's meeting will be simply a presentation on phase 2 and I will not be asking for any resolutions at that time.

I am not sure however you have addressed my concern. The letter to MA indicates that we in some way 'did something wrong' and has brought into question the integrity of the application. That is my concern. Clearly you can see that we did not indicate that the other municipalities passed resolutions and as I mentioned in my previous email I feel we have been lumped in with the Grandview's grant and how that application was put together. That simply is not the case.

I also am concerned that a letter went to MA and to every other municipality around Pigeon Lake without you reading the grant. This to me seems very premature and inappropriate. Our council when we took over was under a municipal inspection and worked for over a year to ensure we do things right in the eyes of the ministry. In this instance we did nothing wrong and yet your letter points to CS inaccurately.

I fully realize Kathy will be a major part of the discussions at the APLM table and we will be arriving at next steps together.

I respectfully ask that a letter of retraction come from yourself and is sent to the Ministry and all the villages and counties it was cc'd to.

Regards

Ian
SV Grandview Request for Support to Approve ACP Grant - Report

Meeting Date (Report Reference Only): 2019/02/26

Meeting (Report Reference Only): Council General

Background

At the Council General meeting held February 11th, 2019 Council discussed the approval of the Alberta Community Partnership (ACP) grant approval for the Summer Village of Grandview. At that time Council approved to accept the Alberta Municipal Affairs notice that the Summer Village of Grandview has been approved for a grant of $185,000.00 under the International Collaboration component in support of the Pigeon Lake Watershed Management Plan project. (Ref. Resolution #CG20190211.027)

Council at that time resolved to send a letter to Municipal Affairs expressing concerns that the County of Wetaskiwin’s name was being referenced in the Summer Village’s ACP grant application without proper consultation and County approval (Ref Resolution CG20190211.030).

On February 20th, 2019 the Alliance of Pigeon Lake Municipalities held a meeting at Leduc County office. At that time, it was resolved that the County of Wetaskiwin support the approved ACP Regional Collaboration grant previously submitted by the Summer Village of Grandview for funding of the implementation of the Pigeon Lake Watershed Management Plan.

Alternatives

Options for Council’s consideration:

1. Administration recommends that Council approve the Summer Village of Grandview Alberta Community Partnership Regional Collaboration grant previously submitted by the Summer Village of Grandview for funding of the implementation of the Pigeon Lake Watershed Management Plan.

2. Administration recommends that Council deny the Summer Village of Grandview support for the approved Alberta Community Partnership Regional Collaboration grant previously submitted by the Summer Village of Grandview for funding of the implementation of the Pigeon Lake Watershed Management Plan.

3. 

Recommendations
Administration recommends that Council approve the Summer Village of Grandview Alberta Community Partnership Regional Collaboration grant previously submitted by the Summer Village of Grandview for funding of the implementation of the Pigeon Lake Watershed Management Plan.

**Recommended Resolution**

that Council approve the Summer Village of Grandview Alberta Community Partnership Regional Collaboration grant previously submitted by the Summer Village of Grandview for funding of the implementation of the Pigeon Lake Watershed Management Plan.
ATTENDANCE:
Glenn Belozer, Leduc County
Kathy Rooyakkers, County of Wetaskiwin No. 10
Donald Oborowsky, Argentia Beach
Ian Rawlinson, Crystal Springs
Randal Kay, Golden Days
Don Davidson, Grandview
David Alton, Itaska Beach
Pete Langelle, Ma-Me-O Beach
Frank Dyck, Norris Beach
Brian Meaney, Poplar Bay
Barb Martinson, Silver Beach
Brian Waterhouse, Sundance Beach
June Boyda, Recording Secretary

GUESTS:
Arin MacFarlane Dyer, Alberta Environment and Parks
Catherine Peirce, Pigeon Lake Watershed Association
Bob Gibbs, Pigeon Lake Watershed Management Plan
Michael Gaian, Pigeon Lake Watershed Association
Dorte Koster, Hutchinson Environmental Sciences Ltd. via teleconference
Ralph Johnston, In-Lake Technical Committee
Ernie Elko, In-Lake Technical Committee

CALL TO ORDER:
Chairman Don Davidson called the meeting to order at 6:32 pm.

ADOPTION OF AGENDA
Moved by Frank Dyck to approve the agenda as presented.

APPROVAL OF MINUTES:
Moved by Pete Langelle to approve the minutes of the November 14, 2018 APLM meeting as presented.

DELEGATIONS:
In Lake Technical Committee
Dorte Koster presented the Phase 2 report; discussion and questions were held regarding this topic.

Arin MacFarlane Dyer presented information from Alberta Environment and Parks regarding Water Act application requirements for activities which impact lake water management.
**PLWMP Steering Committee**

Bob Gibbs presented the Pigeon Lake Watershed Management Plan Committee's concerns of the Phase 2 report.

**APLM Business:**

**Discussion on Phase 2 report and decisions for next steps**

Discussion was held around the Phase 2 report from the In-Lake Technical Committee. Further work will be done by the ILTC to provide additional information.

**Strategic Initiatives Grant – Summer Village of Crystal Springs**

Ian Rawlinson presented the Strategic Initiatives Grant that had been applied for and approved through the Alberta Community Partnership grant. Further information will be provided to a forthcoming APLM meeting on the scope of work and for approval by the APLM.

**ACP Regional Collaboration Grant – Summer Village of Grandview**

Don Davidson requested that the following resolution to be taken back to each Council for their consideration:

Resolved that the (name of municipality) support the approved ACP Regional Collaboration grant previously submitted by the Summer Village of Grandview for funding of the implementation of the Pigeon Lake Watershed Management Plan.

**Next Meeting:**

March 20, 2019 at 6:30 p.m.

**ADJOURNMENT:**

Chairman Don Davidson adjourned the meeting at 9:13 pm.

THESE MINUTES ADOPTED THIS 20TH DAY OF MARCH, 2019

CHAIR ________________________________  RECORDING SECRETARY ________________________________
Amendments to Association Fees Policy #12.1.13 - Report

Meeting Date (Report Reference Only): 2019/02/26

Meeting (Report Reference Only): Council General

Background

The Association Fees Policy #12.1.13 was reviewed and amended to make the Policy current in content and formatting, this Policy was created October 1999, with the most current amended in 2013 by Call2Order Resolution PW20131008.1008.

There were several minor changes made to this policy to bring current to today’s naming conventions and procedures; however, the most significant being as follows:

- Addition of new Section 2.5 Accountant – CPA Alberta & Government Finance Officer’s Association.
- Addition of new Section 2.8 Tax Clerk – Alberta Assessor’s Association.
- Addition of new Section 2.11 Planning & Development Technologist – The Association of Science & Engineering Technology Professionals of Alberta (ASET)
- Addition of Section 2.22 Bylaw Enforcement Officer – Alberta Municipal Enforcement Association.
- Removed 2.23 from County Associate/Membership Fees – Canadian Taxpayers Federation.

Policy Statement:

The Council of the County of Wetaskiwin recognizes the importance of employees attending to Associations, and accepts responsibility for payment of the applicable Association fees.

This policy has been approved by Directors (eScribe Resolution #DM20190123.006) and is provided to Council for review.

Alternatives

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Recommendations
Administration recommends that Council review the Association Fees Policy #12.1.13 and approve as presented or amended.

**Recommended Resolution**

that Council review the Association Fees Policy #12.1.13 and approve as presented or amended.
ASSOCIATION FEES POLICY #12.1.13

1. POLICY STATEMENT
1.1. The Council of the County of Wetaskiwin recognizes the importance of employees attending to Associations, and accepts responsibility for payment of the applicable Association fees.

2. PROCEDURES
2.1. The following Association fees shall be applicable for employees:

2.2. County Administrator Chief Administrative Officer
Canadian Association of Municipal Administrators
Society of Local Government Managers
Alberta Rural Municipal Administrators
International Institute of Municipal Clerks
Government Finance Officers Association

2.3. Assistant County Administrator Chief Administrative Officer
Society of Local Government Managers
Alberta Rural Municipal Administrators
Alberta Special Constable Association
Alberta Association of Community Peace Officers

2.4. Director of Finance
Government Finance Officers Association
(Eligible for three memberships – Accountant to be included in membership & CAO)
Alberta Association of Chartered Accountants
CPA Alberta

2.5. Accountant
CPA Alberta
Government Finance Officers Association


ORIGINAL COUNCIL APPROVAL DATE: October 19, 1999

REF. PAGE NO. 99/305 C

NUMBER: 1 of 4
ASSOCIATION FEES POLICY #1313

2.5-2.6. Director of Assessment Services Alberta Assessor’s Association

2.7. Assessor Alberta Assessor’s Association

2.6-2.8. Tax Clerk Alberta Assessor’s Association

2.9. Director of Planning & October 19, 1999
Economic Development The Association of Science and Engineering Technology
Office’s Association Community Planners Association Alberta Development
The Association of Science and Engineering Technology
Director of Planning & Officer’s Association Alberta Development
Economic Development Association of Alberta

2.8-2.10. Development Officer Alberta Development Officer’s Association
Community Planners Association
Economic Development Association of Alberta

2.11. Planning & Development The Association of Science and Engineering Technology
Planning & Development The Association of Science & Engineering Technology
Technologist Community Planners Association Professionals of Alberta (ASET)
Technologist Community Planners Association Professionals of Alberta (ASET)

2.10-2.12. Utilities Foreman Ab-Alberta Chapter Western Canada Water
Wastewater Operators Association
Rural Utilities and Safety Association
Alberta CARE

2.11-2.13. Director of Public Works Alberta Municipal Supervisors Association
Solid Waste Association of North America
The Association of Science and Engineering Technology
Professionals of Alberta (ASET)Ab. Society of Engineering
Technologists
Transportation Association of Canada
Canadian Public Works Association
Rural Utilities and Safety Association

2.12-2.14. Assistant Director Alberta Municipal Supervisors Association

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Reference:
- Ref. #CG20121106.1022
- Ref. #PW20131008.1031
- Ref. #PW20131008.1008
- Ref. #PW20131008.1008
ASSOCIATION FEES POLICY #1313

of Public Works
______Canadian Public Works Association

2.13.2.15. Public Works Foreman (alternate years east/west)
______Canadian Public Works Association

2.14.2.16. Director of Agricultural Services
______Alberta Association of Agriculture Fieldmen
______Central Region AAAF
______Agricultural Service Board Conference

2.15.2.17. ASB Foreman
______Alberta Association of Agriculture Fieldmen
______Central Region AAAF

2.16.2.18. Director of Emergency Services
______Alberta Fire Chiefs Association
______Fire Investigation Association of Alberta
______National Fire Protection Association

2.17.2.19. Director of Information Services
______Association of Records Managers & Administrators
______Municipal Information Systems Association (MISA)

2.18.2.20. Communications Officer
______Alberta Municipal Communicators

2.21. Community Peace Officer
______Alberta Association of Community Peace Officers

2.19.2.22. Bylaw Enforcement Officer
______Alberta Municipal Enforcement Association

2.20.2.23. County Associate / Membership Fees:

Canadian Taxpayers Federation
Alberta Association of Municipal Districts and Counties
Rural Municipalities of Alberta
Federation of Canadian Municipalities
Wetaskiwin Chamber of Commerce
Pigeon Lake Chamber of Commerce
Alberta Urban Municipalities Association
Alberta Lake Management Society
Friends of Reynolds Alberta Museum
Association of Pigeon Lake Municipalities
Pembina River District No. 3
Family and Community Support Services Association

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ASSOCIATION FEES POLICY #1313

North American Weed Managers Association
Industrial Vegetation Management Assoc. of Alberta
Central Alberta Economic Partnership (CAEP)
Canadian Payroll Association
Alberta Onsite Wastewater Management Association
Pitch-In Alberta
Alberta CARE
Alberta Recreation & Parks Association

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ASSOCIATION FEES POLICY #12.1.13

1. POLICY STATEMENT

1.1. The Council of the County of Wetaskiwin recognizes the importance of employees attending to Associations, and accepts responsibility for payment of the applicable Association fees.

2. PROCEDURES

2.1. The following Association fees shall be applicable for employees:

2.2. Chief Administrative Officer
-
Canadian Association of Municipal Administrators
Society of Local Government Managers
Alberta Rural Municipal Administrators
International Institute of Municipal Clerks
Government Finance Officers Association

2.3. Assistant Chief Administrative Officer
-
Society of Local Government Managers
Alberta Rural Municipal Administrators
Alberta Association of Community Peace Officers

2.4. Director of Finance
-
Government Finance Officers Association
(Eligible for three memberships – Accountant to be included in membership & CAO)
CPA Alberta

2.5. Accountant
-
CPA Alberta
Government Finance Officers Association

2.6. Director of Assessment Services
-
Alberta Assessor’s Association

2.7. Assessor
-
Alberta Assessor’s Association
### ASSOCIATION FEES POLICY #1313

#### 2.8. Tax Clerk
- Alberta Assessor’s Association

#### 2.9. Director of Planning & Economic Development
- Alberta Development Officer’s Association
- Community Planners Association
- The Association of Science and Engineering Technology Professionals of Alberta (ASET)
- Economic Development Association of Alberta

#### 2.10. Development Officer
- Alberta Development Officer’s Association
- Community Planners Association
- Economic Development Association of Alberta

#### 2.11. Planning & Development Technologist
- The Association of Science and Engineering Technology Professionals of Alberta (ASET)

#### 2.12. Utilities Foreman
- Alberta Chapter Western Canada Water Wastewater Operators Association
- Rural Utilities and Safety Association
- Alberta CARE

#### 2.13. Director of Public Works
- Alberta Municipal Supervisors Association
- Solid Waste Association of North America
- The Association of Science and Engineering Technology Professionals of Alberta (ASET)
- Transportation Association of Canada
- Canadian Public Works Association
- Rural Utilities and Safety Association

#### 2.14. Assistant Director of Public Works
- Alberta Municipal Supervisors Association
- Canadian Public Works Association

#### 2.15. Public Works Foreman (alternate years east/west)
- Canadian Public Works Association

#### 2.16. Director of Agricultural Services
- Alberta Association of Agriculture Fieldmen
- Alberta Recreation & Parks Association
- Central Region AAAF
- Agricultural Service Board Conference

#### 2.17. ASB Foreman
- Alberta Association of Agriculture Fieldmen

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**REVISION DATE:**


**ORIGINAL COUNCIL APPROVAL DATE:** October 19, 1999

**REF. PAGE NO.:** 99/305 C

**NUMBER:** 2 of 3

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Central Region AAAF

2.18. Director of Emergency Services
Alberta Fire Chiefs Association
Fire Investigation Association of Alberta
National Fire Protection Association

2.19. Director of Information Services
Association of Records Managers & Administrators
Municipal Information Systems Association (MISA)

2.20. Communications Officer
Alberta Municipal Communicators

2.21. Community Peace Officer
Alberta Association of Community Peace Officers

2.22. Bylaw Enforcement Officer
Alberta Municipal Enforcement Association

2.23. County Associate / Membership Fees:

Rural Municipalities of Alberta
Federation of Canadian Municipalities
Wetaskiwin Chamber of Commerce
Pigeon Lake Chamber of Commerce
Alberta Urban Municipalities Association
Alberta Lake Management Society
Friends of Reynolds Alberta Museum
Association of Pigeon Lake Municipalities
Pembina River District No. 3
Family and Community Support Services Association
North American Weed Managers Association
Industrial Vegetation Management Assoc. of Alberta
Central Alberta Economic Partnership (CAEP)
Canadian Payroll Association
Alberta Onsite Wastewater Management Association
Pitch-In Alberta
Alberta CARE
Alberta Recreation & Parks Association
Amendments to Arrangements for Employees and Councillors Policy #12.1.16 - Report

Meeting Date (Report Reference Only): 2019/02/26

Meeting (Report Reference Only): Council General

Background

The Arrangements for Employees & Councillors Policy #12.1.16 was reviewed and amended to make the Policy current in content and formatting, this Policy was created October 2003, with the most current amended in 2011 by Resolution CG20110712.1004. There was one addition made to the policy as follows:

1. Section 3, the addition of grandparent-in-law. The statement now reads: For bereavement purposes, a floral arrangement (or a donation to a chosen charitable organization) will be provided for an employee's immediate family, that is, current spouse, common law spouse, parent, mother-in-law, father-in-law, grandparent, grandparent-in-law, grandchild, child, brother, sister, brother-in-law, sister-in-law and any relative who has been residing in the employee's household.

Policy Statement:

The County of Wetaskiwin recognizes the value of its human resources and strives to foster a positive work environment. The County of Wetaskiwin therefore, wishes to establish a standard for the provision of arrangements and card (or donation to a chosen charitable organization) to employees and councilors who are hospitalized, on maternity or bereavement leave.

This policy has been approved by Directors (eScribe Resolution #DM20190123.007) and is provided to Council for review.

Alternatives

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Recommendations

Administration recommends that Council review the Arrangements for Employees & Councillors Policy #12.1.16 and approve as presented or amended.
Recommended Resolution

that Council approve the Arrangements for Employees & Councillors Policy #12.1.16 as presented or amended.
POLICY STATEMENT

The County of Wetaskiwin recognizes the value of its human resources and strives to foster a positive work environment. The County of Wetaskiwin therefore, wishes to establish a standard for the provision of arrangements and card (or donation to a chosen charitable organization) to employees and councilors who are hospitalized, on maternity or bereavement leave.

PROCEDURES

1. All permanent employees and councillors who have been granted leave for maternity or bereavement, and those who are hospitalized for a minimum of two nights, are eligible to receive an appropriate arrangement not to exceed the cost of $100.00 from the County of Wetaskiwin, Council and staff.

2. The director of the department of the subject employee is responsible for submitting the arrangement request, along with direction as to the location for delivery of the arrangement, to the Accounts Payable Clerk who will be responsible for ordering the arrangement.

3. For bereavement purposes, a floral arrangement (or a donation to a chosen charitable organization) will be provided for an employee's immediate family, that is, current spouse, common law spouse, parent, mother-in-law, father-in-law, grandparent, grandparent-in-law, grandchild, child, brother, sister, brother-in-law, sister-in-law and any relative who has been residing in the employee's household.

4. The Chief Administrative Officer reserves the right to authorize the provision of arrangements to persons for purposes not outlined in this policy.
POLICY STATEMENT

The County of Wetaskiwin recognizes the value of its human resources and strives to foster a positive work environment. The County of Wetaskiwin therefore, wishes to establish a standard for the provision of arrangements and card (or donation to a chosen charitable organization) to employees and councilors who are hospitalized, on maternity or bereavement leave.

PROCEDURES

1. All permanent employees and councillors who have been granted leave for maternity or bereavement, and those who are hospitalized for a minimum of two nights, are eligible to receive an appropriate arrangement not to exceed the cost of $100.00 from the County of Wetaskiwin, Council and staff.

2. The director of the department of the subject employee is responsible for submitting the arrangement request, along with direction as to the location for delivery of the arrangement, to the Accounts Payable Clerk who will be responsible for ordering the arrangement.

3. For bereavement purposes, a floral arrangement (or a donation to a chosen charitable organization) will be provided for an employee's immediate family, that is, current spouse, common law spouse, parent, mother-in-law, father-in-law, grandparent, grandparent-in-law, grandchild, child, brother, sister, brother-in-law, sister-in-law and any relative who has been residing in the employee's household.

4. The County Administrator/Chief Administrative Officer reserves the right to authorize the provision of arrangements to persons for purposes not outlined in this policy.
Amendments to Internal Trade Agreements Policy
#12.4.2 - Report

Meeting Date (Report Reference Only): 2019/02/26

Meeting (Report Reference Only): Council General

Background

The Internal Trade Agreements #12.4.2 was reviewed and amended to make the Policy current in content and formatting, this Policy was created June 1999. There were several changes made to this policy, the most significant being:

- Amendment to section 1.1. - The Council of the County of Wetaskiwin recognize the requirement to comply with the Agreement on Internal Trade and subsequent Annexes, ratified on July 18, 1994 Canadian Free Trade Agreement, to ensure trade barriers within Canada are eliminated and free trade rights exist across Canada. Accordingly, all tenders for goods and services in excess of $100,000 and all construction tenders over $250,000, $25,000 or greater for goods, $100,000 or greater for services and $100,000 or greater for construction shall be subject to the Agreement on Internal Trade Canadian Free Trade Agreement and shall be tendered in accordance with the terms and conditions contained therein. Further, every effort shall be made to ensure the tender does not discriminate between suppliers, or goods or services on the basis of geographic location in Canada.
- Replacement of Agreement for Internal Trades with Canadian Free Trade agreement in Sections 2.1.7 and 2.3.

Policy Statement now reads:

1.1. The Council of the County of Wetaskiwin recognizes the requirement to comply with the Canadian Free Trade Agreement, to ensure trade barriers within Canada are eliminated and free trade rights exist across Canada. Accordingly, $25,000 or great for goods, $100,000 or greater for services and $100,000 or greater for construction shall be subject to the Canadian Free Trade Agreement and shall be tendered in accordance with the terms and conditions contained therein. Further, every effort shall be made to ensure the tender does not discriminate between suppliers, or goods or services on the basis of geographic location in Canada.

This policy has been approved by Directors (eScribe Resolution #DM20190123.009) and is provided to Council for review.
Alternatives

Recommendations

Administration recommends that Council review the Internal Trade Agreements #12.4.2 and approve as presented or amended.

Recommended Resolution

that Council approve the Internal Trade Agreements #12.4.2 as presented or amended.
INTERNAL TRADE AGREEMENTS
POLICY # 12.4.2

1. POLICY STATEMENT

1.1. The Council of the County of Wetaskiwin recognise the requirement to comply with the Canadian Free Trade Agreement, to ensure trade barriers within Canada are eliminated and free trade rights exist across Canada. Accordingly, $25,000 or greater for goods, $100,000 or greater for services and $100,000 or greater for construction shall be subject to the Canadian Free Trade Agreement and shall be tendered in accordance with the terms and conditions contained therein. Further, every effort shall be made to ensure the tender does not discriminate between suppliers, or goods or services on the basis of geographic location in Canada.

2. PROCEDURES

2.1. All tenders meeting the above specifications shall include the following information in the tender notice:

2.1.1. A brief description of the procurement contemplated;
2.1.2. The location where further information and tender documents be obtained;
2.1.3. The conditions for obtained tender documents
2.1.4. The location for delivery of the completed tender;
2.1.5. The closing date and time of the tender;
2.1.6. The date and time for the public opening of the tender;
2.1.7. A statement that the procurement is subject to the Annex or Canadian Free Trade Agreement.

2.2. The bid document shall clearly identify the requirements of the procurement, the criteria used in evaluating the bids and methods or weighting and evaluating the criteria.

2.3. All bids meeting the above criteria shall be posted on an electronic tendering system approved under the Canadian Free Trade Agreement or the subsequent annexes.
2.4. In the event of a dispute between a bidder and the County of Wetaskiwin, the following shall apply:

2.4.1. The County of Wetaskiwin shall provide suppliers from other provinces the opportunity and process to challenge contract decisions equal to those available to local suppliers. Accordingly, the bidder shall be provided the opportunity to make presentation before Council and shall be informed, in writing, of the decision of Council within Fifteen (15) working days of the presentation.

2.4.2. The bidder may register a complaint in the Province where the supplier is located. In the event the Province finds merit in the complaint, the bidder’s Province may inform the Province of Alberta and the County of Wetaskiwin of the alleged offence, and the Council of the County of Wetaskiwin shall make every effort to resolve the issue with all parties.

2.4.3. If there is a failure to agree, the complaint shall be forwarded to an expert panel for review and final arbitration. The County of Wetaskiwin shall make every effort to reach a mutually acceptable settlement based on the panel review.

2.4.4. The dispute resolution process shall not cause delay in the awarding of a contract, however the County of Wetaskiwin recognises that the Province may temporarily suspend the application of equivalent benefits under the Annex to the Province of Alberta, the County of Wetaskiwin, and its resident suppliers until a mutually satisfactory solution is reached.
1. POLICY STATEMENT

1.1. The Council of the County of Wetaskiwin recognise the requirement to comply with the Agreement on Internal Trade and subsequent Annexes, ratified on July 18, 1994 Canadian Free Trade Agreement, to ensure trade barriers within Canada are eliminated and free trade rights exist across Canada. Accordingly, all tenders for goods and services in excess of $100,000 and all construction tenders over $250,000 $25,000 or greater for goods, $100,000 or greater for services and $100,000 or greater for construction shall be subject to the Agreement on Internal Trade Canadian Free Trade Agreement and shall be tendered in accordance with the terms and conditions contained therein. Further, every effort shall be made to ensure the tender does not discriminate between suppliers, or goods or services on the basis of geographic location in Canada.

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   2.1.1. A brief description of the procurement contemplated;
   2.1.2. The location where further information and tender documents be obtained;
   2.1.3. The conditions for obtained tender documents
   2.1.4. The location for delivery of the completed tender;
   2.1.5. The closing date and time of the tender;
   2.1.6. The date and time for the public opening of the tender;
   2.1.7. A statement that the procurement is subject to the Annex or Agreement on Internal Trade Canadian Free Trade Agreement.

2.2. The bid document shall clearly identify the requirements of the procurement, the criteria used in evaluating the bids and methods or weighting and evaluating the criteria.
2.3. All bids meeting the above criteria shall be posted on an electronic tendering system approved under the Agreement for Internal Trade or the subsequent annexes.

2.4. In the event of a dispute between a bidder and the County of Wetaskiwin, the following shall apply:

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2.4.2. The bidder may register a complaint in the Province where the supplier is located. In the event the Province finds merit in the complaint, the bidder’s Province may inform the Province of Alberta and the County of Wetaskiwin of the alleged offence, and the Council of the County of Wetaskiwin shall make every effort to resolve the issue with all parties.

2.4.3. If there is a failure to agree, the complaint shall be forwarded to an expert panel for review and final arbitration. The County of Wetaskiwin shall make every effort to reach a mutually acceptable settlement based on the panel review.

2.4.4. The dispute resolution process shall not cause delay in the awarding of a contract, however the County of Wetaskiwin recognises that the Province may temporarily suspend the application of equivalent benefits under the Annex to the Province of Alberta, the County of Wetaskiwin, and its resident suppliers until a mutually satisfactory solution is reached.
Amendments to Fire Services Level of Service Policy
#23.1.3 (Previously #2303) - Report

Meeting Date (Report Reference Only): 2019/02/26
Meeting (Report Reference Only): Council General

Background

In 2012 the Fire Services Level of Service Policy #23.1.3 of the County of Wetaskiwin was created. Policy #23.1.3 is a policy to identify the emergency services that the County of Wetaskiwin Fire Services is authorized to provide and to identify the level of standard to which each service will be performed.

During the recent policy review and the update to the fire billing procedures, it was discovered this policy required some amendments. The amendment includes removing the information regarding fire protection charges exceeding $10,000.00. Other amendments are noted below in strike through.

PURPOSE

To identify the emergency services that County of Wetaskiwin No. 10 Fire Services is authorized to provide and to identify the level or standard to which each service will be performed.

POLICY STATEMENT

County of Wetaskiwin No. 10 Fire Services will deliver limited essential public services through dedicated volunteer fire fighters who are adequately trained and equipped to respond to emergency incidents to standards of a reasonable volunteer fire department serving rural areas, subject to available resources. In identifying the emergency services and service levels below, Council has attempted to balance the needs of the public, the safety of its volunteer firefighters and the protection of life, property and the environment within the context of competing interests for scarce resources.

County of Wetaskiwin No. 10 Fire Services is authorized to provide emergency services within the County’s municipal boundaries, as listed in Appendix A.
County of Wetaskiwin No. 10 Fire Services is authorized to provide emergency services, as listed in Appendix A, outside of the County’s municipal boundaries, in accordance with Council approved mutual aid agreements.

The County may charge fees for providing fire protection services on a parcel of land in accordance with Fire Services Bylaw No. 2016/44 and the Municipal Government Act. If fire protection charges to be levied against a person for responding to an incident within the County exceed $10,000.00 the County may waive any charges in excess of $10,000 provided that the person to whom charges are to be levied:

a) has complied with Fire Services Bylaw No. 2016/44;

b) has complied with all terms and conditions of any fire permit issued, if applicable; and

c) was not otherwise negligent in causing or contributing to the fire.

A person may apply in writing to Council for extenuating circumstances.

LEGISLATION

This policy is required to meet the intent of the Alberta Occupational Health and Safety Code and the Alberta Code of Practice for Firefighters.

This policy is subject to Fire Services Bylaw No. 2016/44 and any specific provisions of the Municipal Government Act or other relevant legislation.

RESPONSIBILITIES

Fire Administration will ensure that the services and service levels identified are adhered to and that volunteers providing services are competent.

Fire Administration will monitor the effectiveness of emergency services being provided, identify areas where the level of service may require amendment and will bring those recommendations back to Council for their review.

This policy will be presented to Council for review periodically.

Recommendations

Administration recommends that Council approve the amendments to Fire Services Level of Service Policy #23.1.3 as presented or amended.
Recommended Resolution

that Council approve the amendments to Fire Services Level of Service Policy #23.1.3 as presented or amended.
FIRE SERVICES LEVEL OF SERVICE POLICY #23.1.3

PURPOSE

To identify the emergency services that County of Wetaskiwin No. 10 Fire Services is authorized to provide and to identify the level or standard to which each service will be performed.

POLICY STATEMENT

County of Wetaskiwin No. 10 Fire Services will deliver limited essential public services through dedicated volunteer fire fighters who are adequately trained and equipped to respond to emergency incidents to standards of a reasonable volunteer fire department serving rural areas, subject to available resources. In identifying the emergency services and service levels below, Council has attempted to balance the needs of the public, the safety of its volunteer firefighters and the protection of life, property and the environment within the context of competing interests for scarce resources.

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LEGISLATION

This policy is required to meet the intent of the Alberta Occupational Health and Safety Code and the Alberta Code of Practice for Firefighters.

This policy is subject to Fire Services Bylaw No. 2016/44 and any specific provisions of the Municipal Government Act or other relevant legislation.

RESPONSIBILITIES

Fire Administration will ensure that the services and service levels identified are adhered to and that volunteers providing services are competent.

Fire Administration will monitor the effectiveness of emergency services being provided, identify areas where the level of service may require amendment and will bring those recommendations back to Council for their review.

Council will review this policy periodically.
## APPENDIX A

<table>
<thead>
<tr>
<th>Emergency Service Provided</th>
<th>Service Level or Standard</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-Emergency Planning</td>
<td>Basic skills</td>
</tr>
<tr>
<td>Structural Fire Fighting</td>
<td>Exterior defensive operations only</td>
</tr>
<tr>
<td>Wildland/Urban Interface Fire Fighting</td>
<td>Basic skills</td>
</tr>
<tr>
<td>Incident Command Services</td>
<td>Basic skills</td>
</tr>
<tr>
<td>Rescue</td>
<td>Vehicle and machinery extrication only</td>
</tr>
<tr>
<td></td>
<td>Ice &amp; Water Rescue</td>
</tr>
<tr>
<td></td>
<td>Basic skills</td>
</tr>
<tr>
<td>Inspection</td>
<td>Safety Codes Act per Council approved Quality Management Plan – Fire</td>
</tr>
</tbody>
</table>

### Training

Develop and maintain skills to ensure that all volunteer firefighters are:
- adequately qualified
- suitably trained, and
- sufficiently experienced to safely perform their duties with minimal or no supervision

### Other Services and Authorities

Respond to public complaints, including:
- Fire pits
- Alarms
- Unknown odors

Administer Fire Bylaw:
- Issue fire permits
- High Level Fireworks - Issue fireworks display permits (Director & CAO only)
- Low Level Fireworks - Inspect retail locations annually and issue permit to sell and store fireworks if in compliance

Mutual Aid Responses:
- In accordance with Council approved mutual aid agreements and established protocols
Background

On a monthly basis, Administration provides Council with a reporting of the various developments and occurrences that have occurred within the Protective Services Department of the County of Wetaskiwin, in order to keep Council informed and apprised of the details surround enforcement, animal control, and community protection throughout the County of Wetaskiwin.

Mr. J. Chipley, Assistant CAO, presented the following Protective Services Reports that were provided for review by Council:

- Community Peace Officer Occurrence Report for January 2019
- Community Peace Officer Patrol Report for January 2019
- Animal Control Report January 2019
- Bylaw Enforcement Report January 2019

Some of the highlights of incidents that were dealt with by the Community Peace Officers (CPOs) of the County of Wetaskiwin in the month of January were as follows:

- A CPO responded to a single vehicle motor vehicle collision in Division 1. A vehicle had left the highway and narrowly missed the bridge rails, going airborne over the Pipestone Creek. The male driver suffered serious injuries in the event and was transported by ambulance. The male also underwent a blood draw for impairment and was found more than twice the legal limit. County CPOs responded to several other serious collisions throughout the County involving injury.
- CPOs conducted a seat belt compliance check on the Mink Ranch Road, just north of the Wetaskiwin City Limits. The check lasted about two (2) hours and highlights included two (2) marijuana charges that were laid within twenty (20) minutes. Additionally, a male youth, who was driving a mini-van with intoxicated pals on board, was charged for not having a licence, being unregistered, and uninsured. The van was impounded. One (1) child was found to be not properly secured. A male passenger was charged for not wearing his seat belt. Overall, this was a productive and effective check on a Saturday evening.
- CPO conducted a traffic stop in Division 2 on a vehicle for Traffic Safety Act offences. The vehicle was towing a trailer with a snowmobile, which was found to be a bait
package and freshly stolen. CPO was unaware due to recent termination of radio contact with RCMP. RCMP arrived soon on scene, with the male and female both taken into custody without incident. Liquor, suspicious tools, and a prohibited firearm were located in the vehicle.

- County CPOs had three incidents involving motorists failing to stop for a Peace Officer while additional violations were being committed.

**Recommendations**

Administration recommends that Council accept the Protective Services Report for January 2019 as presented.

**Recommended Resolution**

that Council accept the Protective Services Report for January 2019 as presented.
### Occurrence Report

#### ABANDONED VEHICLE

<table>
<thead>
<tr>
<th>Case Number</th>
<th>Location</th>
<th>Incident Type</th>
<th>Officer Name</th>
<th>Occurred Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019OR-000002</td>
<td>RECREATION SITES AND COUNTY</td>
<td>ABANDONED VEHICLE</td>
<td></td>
<td>2019/01/01 1030</td>
</tr>
<tr>
<td></td>
<td>PARKS : COAL LAKE PARK</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Offender**

**External Ref. Number**

**Report Synopsis:** Abandoned snowmobile trailer observed in Coal Lake by Bylaw Enforcement Officer. CPO patrolled, noted that the unit was not abandoned, and no further action was required.

<table>
<thead>
<tr>
<th>Case Number</th>
<th>Location</th>
<th>Incident Type</th>
<th>Officer Name</th>
<th>Occurred Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019OR-000001</td>
<td>DIVISION : DIVISION 2</td>
<td>ABANDONED VEHICLE</td>
<td></td>
<td>2019/01/01 1200</td>
</tr>
<tr>
<td></td>
<td></td>
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<td></td>
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</tr>
</tbody>
</table>

**Offender**

**External Ref. Number**

**Report Synopsis:** CPO notified of a vehicle abandoned on the corner of Township Road 470 and Range Road 231. CPO patrolled and did not locate the vehicle.

<table>
<thead>
<tr>
<th>Case Number</th>
<th>Location</th>
<th>Incident Type</th>
<th>Officer Name</th>
<th>Occurred Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019OR-000010</td>
<td>SUBDIVISIONS : SPRINGTREE PARK</td>
<td>ABANDONED VEHICLE</td>
<td></td>
<td>2019/01/07 1200</td>
</tr>
<tr>
<td></td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

**Offender**

**External Ref. Number**

**Report Synopsis:** CPO was called by Public Works in regards to a vehicle without a valid Licence Plate. CPO attended Spring Tree Park Subdivision and found the vehicle bearing a "Route 66" novelty plate. CPO determined the vehicle was not registered and had the vehicle removed from the road.

<table>
<thead>
<tr>
<th>Case Number</th>
<th>Location</th>
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<th>Officer Name</th>
<th>Occurred Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019OR-000019</td>
<td>DIVISION : DIVISION 6</td>
<td>ABANDONED VEHICLE</td>
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<td>2019/01/22 1210</td>
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<td></td>
<td></td>
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</tbody>
</table>

**Offender**

**External Ref. Number**

**Report Synopsis:** CPO received a complaint about a tractor parked in the ditch on Range Road 15 north of Township Road 462. CPO called RCMP and notified of the found tractor. CPO called Tony's Towing and had the vehicle removed from the road as it was a possible danger to vehicles travelling on Range Road 15.

**ABANDONED VEHICLE:** 4 17%
### Occurrence Report

**ASSIST RCMP**

<table>
<thead>
<tr>
<th>Case Number</th>
<th>Location</th>
<th>Incident Type</th>
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<th>Occurred Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019OR-000004</td>
<td>DIVISION : DIVISION 4</td>
<td>ASSIST RCMP</td>
<td></td>
<td>2019/01/02 2217</td>
</tr>
</tbody>
</table>

**Report Synopsis:**
CPO stopped a commercial vehicle for speeding near Millet. The license plate was found to be stolen. The RCMP were notified as per policy however they were unable to attend. CPO removed the license plate as it did not match the vehicle and impounded the truck as per the Traffic Safety Act. The matter was forwarded to the RCMP for furtherance.

<table>
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<th>Officer Name</th>
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</thead>
<tbody>
<tr>
<td>2019OR-000013</td>
<td>WINFIELD</td>
<td>ASSIST RCMP</td>
<td></td>
<td>2019/01/08 2312</td>
</tr>
</tbody>
</table>

**Report Synopsis:**
CPO was patrolling Winfield and noted an Off-Highway Vehicle (OHV) snow machine operating after 11 p.m. CPO and RCMP conducted a traffic stop and determined the driver was suspended, unregistered, and uninsured. The OHV was seized for thirty (30) days.

**BYLAW-NOISE**

<table>
<thead>
<tr>
<th>Case Number</th>
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<th>Incident Type</th>
<th>Officer Name</th>
<th>Occurred Date</th>
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<tr>
<td>2019OR-000024</td>
<td>MULHURST</td>
<td>BYLAW-NOISE</td>
<td></td>
<td>2019/01/31 0830</td>
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</table>

**Report Synopsis:**
Protective services received a complaint about noise near Mulhurst Bay at 7 a.m. CPO attended the business emitting the noise and spoke to the employees. Although the Noise Bylaw states that 7 a.m. is acceptable to start work, the workers agreed that they would not start the loud equipment until 7:30 a.m.
**Occurrence Report**

**DRIVING COMPLAINT**

<table>
<thead>
<tr>
<th>Case Number</th>
<th>Location</th>
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<th>Occurred Date</th>
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<td>:DRIVING COMPLAINT</td>
<td></td>
<td>2019/01/23 0800</td>
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</table>

**Offender**

**External Ref. Number**

**Report Synopsis:** CPO informed of a commercial vehicle proceeding through a stop sign at a high rate of speed in Division 1. CPO made patrols and observed a vehicle travelling through the intersection without stopping. However, no commercial vehicles were observed in the area. CPO issued a fine to the violator and multiple patrols were conducted.
### Occurrence Report

<table>
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<td>2019OR-000016</td>
<td>:DIVISION : DIVISION 1</td>
<td>:MOTOR VEHICLE COLLISIONS</td>
<td>[Redacted]</td>
<td>2019/01/12 1844</td>
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</table>

### Report Synopsis:

**Case Number 2019OR-000011**

CPO responded to a collision on Highway 2 with serious injuries. CPO was second unit on scene and assisted in closing the highway until STARS could land and transport the patient.

**Case Number 2019OR-000015**

CPO responded to an injury motor vehicle collision on Highway 613 a few kilometres east of Wetaskiwin where a pickup truck left the road, went off the side of a bridge, and landed on the bank of a creek. CPO assisted an off-duty nurse who was providing aid to the injured driver. The RCMP later arrived and conducted an impaired driving investigation. CPO later assisted the fire department with traffic control.

**Case Number 2019OR-000016**

CPO responded to a single vehicle motor vehicle collision in Division 1. A vehicle had left the highway and narrowly missed the bridge rails, going airborne over the Pipestone Creek. The male driver suffered serious injuries in the event and was transported by ambulance. The male also underwent a blood draw for impairment and was found more than twice the legal limit.

**Case Number 2019OR-000021**

CPO heard a dispatch for a single vehicle motor vehicle collision (MVC) involving a deer with air bags deployed and a potential broken arm. CPO was also notified that the vehicle was blocking traffic. CPO went Code 3, lights and sirens, in accordance with Solicitor General Policy as it was involving injury. CPO arrived and checked on the injured female. RCMP arrived shortly after and cleared the CPO from the collision.

### MOTOR VEHICLE COLLISIONS: 4 17%
### OCCURRENCE REPORT

#### OFF HIGHWAY VEHICLES

<table>
<thead>
<tr>
<th>Case Number</th>
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<td>2019OR-000013</td>
<td>HAMLETS : WINFIELD</td>
<td>OFF HIGHWAY VEHICLES</td>
<td></td>
<td>2019/01/08 2312</td>
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**Offender**

**External Ref. Number**

**Report Synopsis:** CPO was patrolling Winfield and noted an Off-Highway Vehicle (OHV) snow machine operating after 11 p.m. CPO and RCMP conducted a traffic stop and determined the driver was suspended, unregistered, and uninsured. The OHV was seized for thirty (30) days.

#### PETTY TRESPASS

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<tr>
<td>2019OR-000014</td>
<td>TRANSFER SITES : GWNNE TRANSFER STATION</td>
<td>PETTY TRESPASS</td>
<td></td>
<td>2019/01/07 0900</td>
</tr>
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**Offender**

**External Ref. Number**

**Report Synopsis:**

### OCCURRENCE REPORT

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**Offender**

**External Ref. Number**

**Report Synopsis:**

### OCCURRENCE REPORT

#### OFF HIGHWAY VEHICLES

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<td></td>
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**Offender**

**External Ref. Number**

**Report Synopsis:**

### OCCURRENCE REPORT

#### OFF HIGHWAY VEHICLES

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<td>TRANSFER SITES : GWNNE TRANSFER STATION</td>
<td>PETTY TRESPASS</td>
<td></td>
<td>2019/01/07 0900</td>
</tr>
</tbody>
</table>

**Offender**

**External Ref. Number**

**Report Synopsis:**
### SELECTIVE TRAFFIC ENFORCEMENT PROGRAM

<table>
<thead>
<tr>
<th>Case Number</th>
<th>Location</th>
<th>Incident Type</th>
<th>Officer Name</th>
<th>Occurred Date</th>
</tr>
</thead>
<tbody>
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<td>:DIVISION : DIVISION 3</td>
<td>:SELECTIVE TRAFFIC ENFORCEMENT PROGRAM</td>
<td>[Redacted]</td>
<td>2019/01/02 1430</td>
</tr>
</tbody>
</table>

**Report Synopsis:**
CPOs along with CP Police conducted checks on Mink Ranch Road, as well as speed enforcement on Golf Course Road. Multiple vehicles checked and only a few warnings were issued.

<table>
<thead>
<tr>
<th>Case Number</th>
<th>Location</th>
<th>Incident Type</th>
<th>Officer Name</th>
<th>Occurred Date</th>
</tr>
</thead>
</table>

**Report Synopsis:**
CPOs conducted a seat belt compliance check on the Mink Ranch Road, just north of the Wetaskiwin City Limits. The check lasted about two (2) hours and highlights included two (2) marijuana charges that were laid within twenty (20) minutes. Additionally, a male youth, who was driving a mini-van with intoxicated pals on board, was charged for not having a licence, being unregistered, and uninsured. The van was impounded. One (1) child was found to be not properly secured. A male passenger was charged for not wearing his seat belt. Overall, this was a productive and effective check on a Saturday evening.

### STOLEN VEHICLE

<table>
<thead>
<tr>
<th>Case Number</th>
<th>Location</th>
<th>Incident Type</th>
<th>Officer Name</th>
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</tr>
</thead>
</table>

**Report Synopsis:**
CPO conducted a traffic stop in Division 2 on a vehicle for Traffic Safety Act offences. The vehicle was towing a trailer with a snowmobile, which was found to be a bait package and freshly stolen. CPO was unaware due to recent termination of radio contact with RCMP. RCMP arrived soon on scene, with the male and female both taken into custody without incident. Liquor, suspicious tools, and a prohibited firearm were located in the vehicle.
Occurrence Report

ANIMAL PROTECTION ACT

Case Number: 2019OR-000012
Location: SECONDARY/LOCAL ROADS : SR780
Incident Type: ANIMAL PROTECTION ACT
Officer Name: [Redacted]
Occurred Date: 2019/01/07 1153

Report Synopsis: Protective Services received complaint of an injured dog on the highway. CPO contacted the complainant who advised the dog had a hurt paw and had run off into the bush. CPO made a patrol but was unable to locate the dog. CPO believed the dog had run onto the reserve.

ANIMAL PROTECTION ACT: 1 4%
Count of Incident Types

- FAIL TO STOP FOR PO: 3
- OFFICER SAFETY: 1
- PARKING COMPLAINT: 1
- PUBLIC RELATIONS: 1

Total: 6
## FAIL TO STOP FOR PO

<table>
<thead>
<tr>
<th>Case Number</th>
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<th>Officer Name</th>
<th>Occurred Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019OR-000005</td>
<td>DIVISION : DIVISION 5</td>
<td>FAIL TO STOP FOR PO</td>
<td></td>
<td>2019/01/02 0000</td>
</tr>
<tr>
<td>2019OR-000009</td>
<td>DIVISION : DIVISION 1</td>
<td>FAIL TO STOP FOR PO</td>
<td></td>
<td>2019/01/06 1612</td>
</tr>
<tr>
<td>2019OR-000017</td>
<td>DIVISION : DIVISION 4</td>
<td>FAIL TO STOP FOR PO</td>
<td></td>
<td>2019/01/15 0842</td>
</tr>
</tbody>
</table>

### Report Synopsis:

1. CPO stopped a vehicle near Pipestone Village on Highway 795 for travelling at 127 km/hr in the posted 100 km/hr zone. CPO issued a violation ticket to an extremely irate driver. Upon completion of the traffic stop, the driver accelerated to 100 km/hr in the 80 km/hr zone along a gravel road. CPO attempted to stop the vehicle again, but the truck refused to stop for CPO a second time. CPO met with the driver at a later time and the driver apologized for his behavior. CPO issued two (2) more violations for speeding 20 km/hr over and failing to stop for a Peace Officer.

2. CPO attempted to stop an older Dodge pickup truck in Division 1. The truck did not stop for CPO. RCMP was notified via cell phone as CPOs have no access to RCMP radio channels.

3. CPO attempted to stop a vehicle for lighting violations. CPO activated his emergency lights and noted the vehicle accelerate away. CPO turned off his lights and stopped. CPO notified Wetaskiwin RCMP of the fleeing vehicle and was told that they would keep an eye out for the vehicle.

### FAIL TO STOP FOR PO: 3 13%
### OFFICER SAFETY

<table>
<thead>
<tr>
<th>Case Number</th>
<th>Location</th>
<th>Incident Type</th>
<th>Officer Name</th>
<th>Occurred Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019OR-000007</td>
<td>SECONDARY/LOCAL ROADS : SR81 4</td>
<td>OFFICER SAFETY</td>
<td></td>
<td>2019/01/05 2141</td>
</tr>
</tbody>
</table>

**Offender**

**External Ref. Number**

**Report Synopsis:** CPO called another CPO for assistance on a traffic stop near Millet. CPO responded with emergency lights and siren in accordance with Solicitor General Policy.

### PARKING COMPLAINT

<table>
<thead>
<tr>
<th>Case Number</th>
<th>Location</th>
<th>Incident Type</th>
<th>Officer Name</th>
<th>Occurred Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019OR-000018</td>
<td>FIRE HALLS</td>
<td>PARKING COMPLAINT</td>
<td></td>
<td>2019/01/21 1400</td>
</tr>
</tbody>
</table>

**Offender**

**External Ref. Number**

**Report Synopsis:** CPO was called by the Buck Lake Fire Department regarding a parking complaint at the hall. CPO attended and called the owner of the car. The cooperative owner had the car moved right away.

### PUBLIC RELATIONS

<table>
<thead>
<tr>
<th>Case Number</th>
<th>Location</th>
<th>Incident Type</th>
<th>Officer Name</th>
<th>Occurred Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019OR-000023</td>
<td>DIVISION : DIVISION 7</td>
<td>PUBLIC RELATIONS</td>
<td></td>
<td>2019/01/28 1107</td>
</tr>
</tbody>
</table>

**Offender**

**External Ref. Number**

**Report Synopsis:** A ratepayer in Division 7 called Protective Services requesting info on the safest way to transport round bales. CPO provided the relevant Traffic Safety Act requirements.
| Grand Total: 100.00% | Total # of Incident Types Reported: 24 |
Disposition Type Counts

- CLOSED: 1 (3.8%)
- DOG ADOPTED OUT: 4 (15.4%)
- DOG NOT FOUND: 8 (30.8%)
- DOG RETURNED TO OWNER: 9 (34.6%)
- UNFOUNDED: 1 (3.8%)
- WARNING LETTER: 3 (11.5%)

Total: 26 (100.0%)

ANIMAL CONTROL REPORT BY DISPOSITION
Statistics from Occurred Date: 1/1/2019 12:00:00AM to 1/31/2019 11:59:00PM
# CLOSED

<table>
<thead>
<tr>
<th>Location</th>
<th>Case Number</th>
<th>Incident Type</th>
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<th>Occurred Date</th>
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<tbody>
<tr>
<td>:SUBDIVISIONS : STANFORD ESTATES</td>
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<td>:BYLAW-DOG</td>
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<td>2019/01/26 1320</td>
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</tbody>
</table>

**Total % (CLOSED):** 3.85%  **Total # of Incident Types Reported:** 1

# DOG ADOPTED OUT

<table>
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<tr>
<th>Location</th>
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<th>Incident Type</th>
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<tr>
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<td>2019AC-000007</td>
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<td>:DIVISION : DIVISION 3</td>
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**Total % (DOG ADOPTED OUT):** 15.38%  **Total # of Incident Types Reported:** 4
## DOG NOT FOUND

<table>
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<tr>
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<tr>
<td>DIVISION : DIVISION 1</td>
<td>2019AC-000005</td>
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<tr>
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<td>DIVISION : DIVISION 7</td>
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<td>2019/01/16 0821</td>
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<tr>
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<td>2019/01/16 1033</td>
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<td>Specific Location:</td>
<td>HWY 616 AND RR 250</td>
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Total % (DOG NOT FOUND): 30.77%  Total # of Incident Types Reported: 8
<table>
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<td>:DIVISION : DIVISION 3</td>
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<td>:BYLAW-DOG</td>
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<td>2019/01/02 1500</td>
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<td>:DIVISION : DIVISION 3</td>
<td>2019AC-000002</td>
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<td>2019/01/02 1502</td>
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<td>:DIVISION : DIVISION 3</td>
<td>2019AC-000003</td>
<td>:BYLAW-DOG</td>
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<td>2019/01/03 1422</td>
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<td>2019/01/10 0852</td>
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<tr>
<td>:DIVISION : DIVISION 4</td>
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<td>2019/01/10 1527</td>
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<tr>
<td>:DIVISION : DIVISION 4</td>
<td>2019AC-000011</td>
<td>:BYLAW-DOG</td>
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<td>2019/01/10 1527</td>
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<td>Specific Location:</td>
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</tr>
<tr>
<td>HAMLETS : Gwynne</td>
<td>2019AC-000021</td>
<td>:BYLAW-DOG</td>
<td></td>
<td>2019/01/24 1537</td>
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<tr>
<td>Specific Location:</td>
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</tbody>
</table>
Total % (DOG RETURNED TO OWNER): 34.62%  Total # of Incident Types Reported: 9

### UNFOUNDED

<table>
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<tr>
<th>Location</th>
<th>Case Number</th>
<th>Incident Type</th>
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<th>Occurred Date</th>
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</thead>
<tbody>
<tr>
<td>DIVISION : DIVISION 2</td>
<td>2019AC-000012</td>
<td>BYLAW-DOG</td>
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<td>2019/01/11 0830</td>
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</tbody>
</table>

Specific Location:

Total % (UNFOUNDED): 3.85%  Total # of Incident Types Reported: 1

### WARNING LETTER

<table>
<thead>
<tr>
<th>Location</th>
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<th>Incident Type</th>
<th>Officer</th>
<th>Occurred Date</th>
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<td>2019AC-000014</td>
<td>BYLAW-DOG</td>
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Specific Location:

<table>
<thead>
<tr>
<th>Location</th>
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<th>Incident Type</th>
<th>Officer</th>
<th>Occurred Date</th>
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</thead>
<tbody>
<tr>
<td>SUBDIVISIONS : STANFORD ESTATES</td>
<td>2019AC-000022</td>
<td>BYLAW-DOG</td>
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<td>2019/01/24 1616</td>
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Specific Location:

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<th>Incident Type</th>
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</tr>
</thead>
<tbody>
<tr>
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<td>2019AC-000025</td>
<td>BYLAW-DOG</td>
<td></td>
<td>2019/01/26 1618</td>
</tr>
</tbody>
</table>

Specific Location:
Total % (WARNING LETTER): 11.54%  Total # of Incident Types Reported: 3

Grand Total: 100.00%
Total # of Incident Types Reported: 26
County of Wetaskiwin

BYLAW ENFORCEMENT REPORT  Statistics from: 1/1/2019  12:00:00AM to 1/31/2019  11:59:00PM

Count of Reports Completed

Count of IncidentTypes

Count of IncidentTypes

0
0.4
0.8
1.2
1.6
2

Occurrence Report

2
### Occurrence Report

**BY-LAW LAND USE 2019BY-000002**: Subdivisions : River Ridge Estates

- **Occurrence Report**: 2019/01/03 0000
- **Specific Location**: Protective Services received a report of horses being kept in a garage in a Division 5 Subdivision. The property was found to be already being investigated for other Land Use Bylaw Offenses.

<table>
<thead>
<tr>
<th>Location</th>
<th>Case Number</th>
<th>Incident Type</th>
<th>Officer</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>:SUBDIVISIONS :</td>
<td>2019BY-000002</td>
<td>BY-LAW LAND USE</td>
<td></td>
<td>2019/01/03 0000</td>
</tr>
<tr>
<td>RIVER RIDGE</td>
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<td></td>
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<tr>
<td>ESTATES</td>
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</tbody>
</table>

**BY-LAW LAND USE 2019BY-000007**: Division : Division 5

- **Occurrence Report**: 2019/01/24 1000

<table>
<thead>
<tr>
<th>Location</th>
<th>Case Number</th>
<th>Incident Type</th>
<th>Officer</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>:DIVISION :</td>
<td>2019BY-000007</td>
<td>BY-LAW LAND USE</td>
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<td>2019/01/24 1000</td>
</tr>
<tr>
<td>DIVISION 5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Specific Location

Report Synopsis: Protective Services received a report of a garbage service cancellation with a dwelling on the proper where an officer investigation requested. Two (2) inspections were completed with Public Works to follow-up.

100.00% # of Reports: 2 Occurrence Report BY-LAW LAND USE

Grand Total: 100.00% Total # of Incident Types Reported: 2 Total # of Reports: 2
Flagstaff County 2019 R.H. Hume Bonspiel - Report

Meeting Date (Report Reference Only): 2019/02/26
Meeting (Report Reference Only): Council General

Background

In approximately 1960 R.H. Hume was the Mayor for the City of Camrose who was the founder of what has became known as the the R. Hume Bonspiel. The bonspiel evolved from the City of Camrose to the Counties of all surrounding municipalities of Camrose being Leduc, Wetaskiwin, Ponoka, Lacombe, Flagstaff, Beaver and Paint Earth and every year the event is hosted on a rotational basis and is a great opportunity to network with other Councils. Stettler County hosted the 2018 bonspiel.

On February 19th, 2019 correspondence was received from Flagstaff County advising they are hosting the annual 2019 R.H. Hume Memorial Bonspiel on Monday, March 11th, 2019 at the Sedgewick Curling Club beginning at 9:00 a.m. and are looking for participation. Flagstaff County is requesting a confirmation of the number of people attending (including curlers and non-curlers) by Friday, March 1st, 2019.

The R.H. Hume event is an excellent opportunity to network with the municipalities involved.

Alternatives

Options for Council’s consideration:

1. approve the registration of a "County of Wetaskiwin Team" and advise which Council member are able to attend the 2019 annual R.H. Hume Bonspiel hosted by Flagstaff County held at the Sedgewick Curling Club on Monday, March 11th, 2019 starting at 9:00 a.m. and that the team be registered prior to the Friday, March 1st, 2019 deadline.
2. Accept Flagstaff County R.H. Hume Bonspiel as information.

Recommendations

Administration recommends that Council approve the registration of a "County of Wetaskiwin Team" and advise which Council member are able to attend the 2019 annual R.H. Hume Bonspiel hosted by Flagstaff County held at the Sedgewick Curling Club on Monday, March 11th, 2019 starting at 9:00 a.m. and that the team be registered prior to the Friday, March 1st, 2019 deadline.
Recommended Resolution

that Council approve the registration of a "County of Wetaskiwin Team" and advise which Council member are able to attend the 2019 annual R.H. Hume Bonspiel hosted by Flagstaff County held at the Sedgewick Curling Club on Monday, March 11\textsuperscript{th}, 2019 starting at 9:00 a.m. and that the team be registered prior to the Friday, March 1\textsuperscript{st}, 2019 deadline.
February 15, 2019

Dear Councilors and Administrators:

Re: 2019 R. H. Hume Curling Bonspiel

Flagstaff County is pleased to be hosting the 2019 R. H. Hume Curling Bonspiel and is looking forward to your participation.

The bonspiel will be held on **Monday, March 11, 2019** at the Sedgewick Curling Club beginning at 9:00 a.m. A continental breakfast will be available from 8:30 a.m. to 9:00 a.m. Lunch and cocktails will also be provided.

Please confirm your teams to Kerri Lefsrud **no later than Friday March 1, 2019:**

Phone: 780-384-4150
Email: klefsrud@flagstaff.ab.ca

Please indicate the number of people attending for catering purposes. A detailed schedule of the day will be sent out the Wednesday before the event.

We look forward to seeing everyone and having a great day together.

Regards,

Brent Hoyland
Assistant Chief Administrative Officer
RMA Bulletin Upcoming Courses from the EOEP, February 13, 2019 (File#3052-01)-Report

Meeting Date (Report Reference Only): 2019/02/26

Meeting (Report Reference Only): Council General

Background

A bulletin was received from the Rural Municipalities of Alberta (RMA) dated February 13, 2019 titled: *Upcoming Courses from the EOEP.*

The Elected Officials Education Program (EOEP) offers accessible and relevant courses to Alberta's elected officials from all municipalities.

Furthering education and being the best elected official for the municipality is RMA's mutual goal. RMA has several upcoming courses in March that RMA knows will be beneficial to Elected Officials as they navigate in their role in the world of municipal politics.

On March 18, 2019 in conjunction with the RMA convention at the Edmonton Convention Centre the following two courses will be offered:

- Community Development Through Citizen Engagement - Municipal councils are elected to make decisions on behalf of citizens. However, in order to govern effectively and make decisions that are in the best interest of the diverse communities within municipalities, councils must be willing to consider the community's perspectives and input when making decisions. The EOEP's Community Development through Citizen Engagement course will provide an overview of the various ways municipalities can engage with citizens, how public input can be integrated into decision-making, the dangers and limits of involving the public in municipal decisions, and the importance of engagement in supporting sustainable community development. This course costs $340.

- Land Use and Development Approvals - No matter the size or type of a municipality, all have one thing in common - land use planning and development responsibilities. The type of development and area of land will vary significantly among municipalities, but effective land use and development planning is critical to building strong and sustainable communities. The EOEP's Council's Role in Land Use and Development Approvals course will provide an opportunity for participants to understand what planning is and its role in municipal governance, how municipalities can work effectively within Alberta's planning hierarchy, and the process for land use and development approval processes, including subdivision, developments, and appeals and disputes. This course is full.
On March 26, 2019 in conjunction with AUMA’s Municipal Leader’s Caucus in at AUMA’s office in Edmonton the following course will be offered:

- Council’s Role in Municipal Service Delivery - Municipalities are about delivering the services that support safe, healthy and prosperous communities, and council’s role in this process is to decide what services are needed, what level they need to be delivered at, and what methods of delivery best fit the needs of the community. The EOEP’s Council’s Role in Service Delivery course will provide an overview of the various services and delivery mechanisms available to municipalities, the pros and cons of each, and how councils can make educated decisions related to service delivery. This course will be from 8:30 a.m. to 4:30 p.m. and will cost $340.

  o Module 1: Describe Service Delivery in the Municipal Context
    - After completing this module, participants will be able to:
      - Identify indirect and direct municipal services
      - Understand service delivery providers and the role of municipal government
      - Identify contextual changes and impacts to service delivery

  o Module 2: Identify Council’s and Staff’s Role in Service Delivery
    - After completing this module, participants will be able to:
      - Identify Council’s Role in service delivery
      - Understand the CAO’s and Staff’s role in service delivery

  o Module 3: Set Levels of Service
    - After completing this module, participants will be able to:
      - Define levels of service and understand why setting clear levels of service is important
      - Identify what defined service levels look like and how to set those levels

  o Module 4: Evaluate Possible Models for Service Delivery
    - After completing this module, participants will be able to:
      - Identify and evaluate possible models for service delivery
      - Evaluate service delivery models through developing an ICF
Module 5: Explain the Cost Components of Service Delivery and Identify Policy Objectives for Available Funding Tools

- After completing this module, participants will be able to:
  - Identify costs associated with service delivery

Module 6: Identify the Role of Council in Stewarding the Sustainability of Services

- After completing this module, participants will be able to:
  - Define service sustainability and financial resilience
  - Manage risks to sustainable service sustainability
  - Assess trade-offs between service, risk and cost in decisions

Module 7: Identify How to Monitor Service Delivery for Success

- After completing this module, participants will be able to:
  - Identify considerations, methods and ways of reporting and communicating service delivery

The RMA welcomes Elected Officials to attend any or all of these courses and look forward to seeing Elected Officials there. The deadline to register is March 1, 2019 at 5:00 p.m.

The EOEP also works with municipalities to co-host courses. If the County of Wetaskiwin is interested in hosting a course for the County of Wetaskiwin and other municipalities in the region, Administration is to contact the EOEP Registrar.

It was noted in the bulletin that RMA knows there are a number of new Councillors who would benefit from attending Munis 101 and RMA is interested in re-offering the course in 2019 in regions that need it most. The County of Wetaskiwin is to let RMA know if our region would benefit from Munis 101.

Recommendations

Administration recommends that Council advise who will be attending the EOEP courses.

Recommended Resolution

that Council advise who will be attending the EOEP courses.
Upcoming Courses from the EOEP

The Elected Officials Education Program (EOEP) offers accessible and relevant courses to Alberta’s elected officials from all municipalities.

Thank you for your continuing support by attending EOEP courses. Furthering your education and being the best elected official for your municipality is our mutual goal. We have several upcoming courses in March that we know will be beneficial to you as you navigate your role in the world of municipal politics.

March 18, 2019 – in conjunction with the RMA convention at the Edmonton Convention Centre.

- **Community Development Through Citizen Engagement**
- **Land Use and Development Approvals**

March 26, 2019 in conjunction with AUMA’s Municipal Leader’s Caucus in at AUMA’s office in Edmonton.

- **Council’s Role in Municipal Service Delivery**

Click the courses above for more information.

We welcome you to attend any or all of these courses and look forward to seeing you there. Visit [eoep.ca](http://eoep.ca) to find out more about the EOEP and these courses.

The EOEP also works with municipalities to co-host courses. If your municipality may be interested in hosting a course for yourself and other municipalities in your region, contact EOEP Registrar Leanne Anderson at registrar@eoep.ca or by calling 780-989-7431. In particular we know there are a number of new councillors who would benefit from attending Munis 101 and we are interested in re-offering this course in 2019 in regions who need it most. Let us know if your region would benefit from Munis 101.

For enquiries, please contact:

Matt Dow  
*Policy Analyst*  
matt@RMAAlberta.com

Tasha Blumenthal  
*Director of External Relations & Advocacy*  
tasha@RMAAlberta.com
Background

A bulletin was received from the Rural Municipalities of Alberta (RMA) dated February 6, 2019 titled: Wetland Education Network Annual Workshop.

The Wetland Education Network brings together individuals and organizations representing four sectors: agriculture, municipalities, the public and industry to consider how to advance wetland education, knowledge, and action in Alberta. The sector Action Groups have been working together for the past year to determine tools and resources to support wetland education in Alberta.

During the full day, individuals will come away with ideas, new knowledge and motivation to educate peers about wetlands in Alberta.

Registration is free and includes lunch. The workshop will take place on March 14, 2019 from 9:00 a.m. to 4:00 p.m. at the Nisku Recreation Centre. The Registration deadline is March 11, 2019.

Recommendations

Administration recommends that Council approve the registration of Councillors and advise which Council Members are able to attend the Wetland Education Network Annual Workshop being held at the Nisku Recreation Centre on March 14, 2019 from 9:00 a.m. to 4:00 p.m. and be registered prior to the March 11, 2019 deadline.

Recommended Resolution

that Council approve the registration of Councillors and advise which Council Members are able to attend the Wetland Education Network Annual Workshop being held at the Nisku Recreation Centre on March 14, 2019 from 9:00 a.m. to 4:00 p.m. and be registered prior to the March 11, 2019 deadline.
Wetland Education Network Annual Workshop

The workshop will take place on March 14th in Nisku, Leduc County

The Wetland Education Network brings together individuals and organizations representing four sectors: agriculture, municipalities, the public and industry to consider how to advance wetland education, knowledge, and action in Alberta. The sector Action Groups have been working together for the past year to determine tools and resources to support wetland education in Alberta.

During this full day, you will come away with ideas, new knowledge and motivation to educate your peers about wetlands in Alberta.

Registration is free and includes lunch.

See the full schedule, details, and register here.

Questions can be directed to Christina Pickles, Wetland Education Network Coordinator at christina@connectedbynature.ca or 403.998.4782.

For enquiries, please contact:

Matt Dow
Policy Analyst
matt@RMAAlberta.com

Tasha Blumenthal
Director of External Relations & Advocacy
tasha@RMAAlberta.com
RMA Contact Bulletins for January 31-February 21, 2019 - Report

Meeting Date (Report Reference Only): 2019/02/26

Meeting (Report Reference Only): Council General

Background

The following information item is provided for Council’s review:

1. RMA Circulars:
   1.1. Contact Newsletters: January 31, 2019, February 7, 2019, February 14, 2019 and February 21, 2019

2. RMA Member Bulletins:
   2.1. Comment on Broadband Fund Petition
   2.2. Alberta Infrastructure Provides Update on Investing in Canada Infrastructure Program
   2.3. Participate in an FCM Asset Management Webinar
   2.4. RMA Releases Draft Strategic Direction
   2.5. Deadline for Community Generation Capacity Building Program
   2.6. Agricultural Plastics Recycling Pilot Program Updates
   2.7. Consultation Open for Species to be Added or Reclassified in SARA
   2.8. Resolutions for the RMA Spring 2019 Convention Now Available
   2.9. Spring 2019 Emergent Resolution Process Reminder
   2.10. Government of Canada Launches Rural and Northern Immigration Pilot
   2.11. Agricultural Plastics Recycling Group Website Launched
   2.12. Municipal Affairs Accepting ICFs and IDPs through Online Submission Process
       2.12.1. ICF and IDP Submission Form
   2.13. FCM Seeking Asset Management Working Group Members
   2.14. Register Now for FCM’s Consultation on the Towards Parity Initiative

Recommendations

Administration recommends that Council the documents provided as information.

Recommended Resolution

that Council accept the documents provided as information.
Comment on Broadband Fund Petition

SouthWestern Integrated Fibre Technology Inc. (SWIFT) has submitted a petition to the Canadian Radio-television and Telecommunication Commission (CRTC) regarding the Broadband Fund and its current eligibility requirements. The petition makes four recommendations for changes to the broadband fund...

Learn more...

ANNOUNCEMENTS

Share your insight in the 2019 Western Canadian Local Government Innovation Survey

With ever-increasing expectations of our communities, MNP is conducting a survey across Alberta, British Columbia, and Saskatchewan to examine the drivers of new and emerging needs, and how local governments are responding to them. The survey is available until February 11, 2019, with a general findings report expected in late 2019.

Take the survey

Request for Expressions of Interest (RFEIO) for FireSmart Program

FOLLOW US ON TWITTER!
@RuralMA

AGRICULTURE UPDATE

Moisture Situation Update as of January 6, 2019
Map 1 - Winter Precipitation
Map 2 - Temperature Trends
Map 3 - Snow Packs
Map 4 - Snow Water Equivalent
The Forest Resource Improvement Association of Alberta (FRIAA) has announced a new RFEOI under the FRIAA FireSmart Program, with the final Mandatory Call-in Session scheduled for February 5, 2019 at 10:00 am. RFEOI Submissions close on February 22, 2019. Learn more...

REMINDERS

Register now for the RMA Spring 2019 Convention and Tradeshow

Attend the RMA Spring Convention and Tradeshow, scheduled for March 18 - 20 at the Edmonton Convention Centre. Learn more...

Book your accommodations for the RMA 2019 Convention and Tradeshow

RMA has secured preferential rates for members attending the 2019 Convention and Tradeshow March 18 - 20 at several hotels near the Edmonton Convention Centre. Learn more...

Funding for Agricultural Plastics Recycling Pilot Project Announced

On January 21, 2019, Alberta Agriculture and Forestry announced a $750,000 grant for the Alberta Agricultural Plastics Recycling Pilot Program. The three-year pilot will target recycling grain bags and twine, as well as research on uses for other recycled agricultural plastics... Learn more...

Infrastructure Asset Management Alberta (IAMA) Workshop on February 13

Infrastructure Asset Management Alberta (IAMA) is hosting a workshop in Red Deer on Wednesday, February...
The workshop will feature an update on the Federation of Canadian Municipalities’ (FCM) Municipal Asset Management Program and...

Learn more...

Call for Nominations: Safety Codes Council Technical Coordinating Committee Member

RMA is seeking member representation on the Technical Coordinating Committee of the Safety Codes Council (SCC). RMA is seeking up to two nominees that will be forwarded for consideration by the SCC. The SCC is specifically seeking individuals who serve as the CAO, Quality Management Plan Officer, or similar within their municipality, and possess a strong understanding of rural municipalities and the safety codes system.

Learn more...

Government of Alberta Seeking Municipal Input on Police Act Review

The Government of Alberta is in the process of reviewing the Police Act. As part of this review, the Police Act review team sent a survey to all municipalities in Alberta last week. The survey is part of a broader review process which includes targeted in-person roundtable meetings with a variety of stakeholders, including RMA.

Learn more...

IN THE NEWS

- Supreme Court rules energy companies must clean up old wells — even in bankruptcy
- Province formally signs contract for Green Line funding
- Alberta eases oil production limits as prices increase
- Alberta looking into mandatory school bus seatbelts
- Once-defiant rancher sells land for Springbank Dam but resistance remains
Protecting Calgary from future floods

- Bighorn Country public info sessions restart
- Three additional insect forecast and survey maps now available
- CNRL warns curtailment will cause oil worker layoffs in northeast Alberta
- Fort McMurray councillors support oilsands camp moratorium
- Government of Canada Rural and Northern Immigration Pilot
- Province pledges $33M for QEII overpass between Leduc and Edmonton International Airport
- Danielle Smith: If you care about the planet, eat more beef
- What we know about Alberta's plan to buy thousands of oil tank cars
- First Nations, environmental groups take legal action to protect endangered Alberta caribou
- Canadian cities rethink removal of fluoride from tap water
- 5G has 200 times the access points for hackers as existing networks, experts warn
Alberta Infrastructure Provides Update on Investing in Canada Infrastructure Program

Alberta Infrastructure has provided RMA with an update on progress related to accepting and evaluating applications for the distribution of Alberta’s allocation of the federal Investing in Canada Infrastructure Program (ICIP). The information below has been provided to RMA directly by Alberta Infrastructure in order to be passed along to members...

Learn more...
MEMBER BULLETINS

Participate in an FCM Asset Management Webinar

Through the Municipal Asset Management Program (MAMP), the Federation of Canadian Municipalities (FCM) is offering two webinars intended to support asset management capacity-building among municipalities across Canada. Both webinars will feature speakers from small municipalities speaking to their asset management experiences...

Learn more...

Wetland Education Network Annual Workshop

The Wetland Education Network brings together individuals and organizations representing four sectors: agriculture, municipalities, the public and industry to consider how to advance wetland education, knowledge, and action in Alberta. The sector Action Groups have been working together for the past year to determine tools and resources to support wetland education in Alberta...

Learn more...

ANNOUNCEMENTS

Register Today for Alberta Community Crime Prevention Conference
Crime, both urban and rural, affects us all either directly or indirectly. We all have a vested interest in community safety. The Alberta Community Crime Prevention Association (ACCPA) is hosting an important crime prevention conference at the Coast Canmore Hotel and Conference Centre from May 6 - 9, 2019.

Register now

Agricultural Service Board 2019 Conference celebrates and supports Alberta's ag industry

On January 22 - 23, 2019, the Agricultural Service Board (ASB) held its Annual Conference, attracting approximately 500 delegates from across Alberta to meet and discuss issues impacting agriculture in Alberta. Agricultural Service Boards (ASBs) are unique to Alberta. Their primary goal is to ensure Alberta's agricultural industry is sustainable and viable through legislation regarding designated weeds and pests and by promoting soil conservation and animal health.

Learn more...

ABMI Update - Seeking (and finding!) ALPHA

The expanding array of Earth observation (EO) data is a goldmine of information. But it's also a challenge: how do you integrate so much info from so many new and different sources into something cohesive and useful? Over the past year, the ABMI’s Geospatial Centre has been working on this in developing its new Advanced Landcover Prediction and Habitat Assessment (ALPHA) program.

Learn more...
REMINdERS

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Learn more...

Share your insight in the 2019 Western Canadian Local Government Innovation Survey

With ever-increasing expectations of our communities, MNP is conducting a survey across Alberta, British Columbia, and Saskatchewan to examine the drivers of new and emerging needs, and how local governments are responding to them. The survey is available until February 11, 2019, with a general findings report expected in late 2019.

Take the survey
Government of Alberta Seeking Municipal Input on Police Act Review

The Government of Alberta is in the process of reviewing the Police Act. As part of this review, the Police Act review team sent a survey to all municipalities in Alberta last week. The survey is part of a broader review process which includes targeted in-person roundtable meetings with a variety of stakeholders, including RMA.

Learn more...

IN THE NEWS

- Province, RCMP launch rural crime prevention initiative
- Senators promise robust review of Bill C-69 as provincial angst deepens over Trudeau energy reforms
- Review of province’s charitable gambling policy raises concerns
- Major Made-in-Alberta investment moves forward
- Pembina going ahead with $4.5-billion petrochemical plant joint venture in Sturgeon County
- County feedlot tax survives appeal in Alberta
- Why farmers' frustration with orphan wells doesn't end with Supreme Court ruling
- Something mysterious is blocking vehicle key fobs from working in a small Alberta town
- 'A good first step': Council asks for camp ban
FEATURED:

RMA Releases Draft Strategic Direction

The RMA is pleased to release a draft Strategic Direction document for member consideration. The purpose of the document is to establish an updated vision and mission for the association, as well as values, roles, and strategic priorities that will best position the RMA to continue to serve the needs of its members...

Learn more...

MEMBER BULLETINS

Deadline for Community Generation Capacity Building Program

Community groups across the province have an opportunity to play a prominent role in supporting Alberta’s energy transition by developing their own renewable energy projects. These projects will enable Albertans to directly access and share the benefits of community scale renewable energy generation...

Learn more...

Upcoming Courses from the EOEP

Thank you for your continuing support by attending EOEP courses. Furthering your education and being the best elected official for your municipality is our mutual goal. We have several upcoming courses in March that we know will
be beneficial to you as you navigate your role in the world of municipal politics...

Learn more...

Agricultural Plastics Recycling Pilot Program Updates

In response to the large amount of interest in the program, Alberta Agriculture and Forestry announced an additional $250,000 in funding on February 6, 2019, bringing the total to $1 million for the pilot program. These funds will allow for additional collection sites to be included in the pilot program...

Learn more...

Consultation Open for Species to be Added or Reclassified in SARA

The Government of Canada, through Environment and Climate Change Canada, is seeking comments on the proposal to add 13 and reclassify eight terrestrial species to the Species at Risk Act (SARA). To view a table of the species with their proposed new classification...

Learn more...

ANNOUNCEMENTS

Alberta Community Crime Prevention Association Conference Provides Training, Workshops, and Networking Opportunities

The ACCPA conference theme this year is “Together for a Safer Tomorrow” to be held May 6 – 9 2019 at the Coast Canmore Hotel & Conference Centre Canmore.

This year’s format offers two days of Pre-Conference Training and Workshop sessions, followed by two days of conference programing. There is also a Nexus Networking Opportunity on the 8th at the Grizzly Paw Pub & Brewery 310 Old Canmore Road.

Register now
FCM Offers New Asset Management Training

Are you looking to develop your asset management knowledge and skills? Register for training in your region. Delivered by FCM’s Municipal Asset Management Program’s partner organizations, these programs and events are geared to meet the needs of municipalities. 

Learn more...

Applications for the 2019 Minister’s Awards for Municipal Excellence are Now Open

The 18th annual awards program recognizes municipal government excellence and promotes knowledge sharing among municipalities. Submissions are being accepted for awards in five categories: innovation, partnership, safe communities, smaller municipalities (population less than 3,000 residents) and larger municipalities (population larger than 500,000 residents). Submissions will be accepted until March 29, 2019. 

Learn more...

Clean Energy for Rural and Remote Communities

This program supports community-level capacity building that will increase clean energy opportunities, including renewables and energy efficiency, and contribute to reducing diesel reliance in rural and/or remote communities.

The second call for preliminary proposals under the CERRC Capacity Building Stream is now open. Submission deadline is 9:59 pm MDT, March 29, 2019. 

Learn more...

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Learn more...
Independent MLAs and small parties will see funding slashed after Alberta election
As legal cannabis edibles loom, city officials call for more pot revenues
Alberta's Police Act scrutinized by justice experts in review
Canada's forests actually emit more carbon than they absorb
Okotoks continues to study potential for tiny home development
Cold weather helps kill mountain pine beetle but won't stop epidemic, scientists say
Federal government faces yet another attempt to get it to enforce its own law to protect threatened species
New centre to support children’s mental health
Why extreme cold is good for Alberta forests
As rural crime trends down, RCMP remind homeowners to lock up
Open Farm Days grows ag-tourism
Ink barely dry on $4.5 billion deal for petrochemicals plant, Pembina eyes ethane opportunity
Renewable energy firm proposes massive solar farm for southeast Calgary
Editorial: Act on inactive wells
Charging up in southern Alberta
New solar farm will replace 25 per cent of diesel used in Fort Chipewyan
Agricultural societies to cut costs and emissions
New training regime for truckers could create delays on the farm, say agriculture groups
Innovation fund cuts emissions, boosts investment
Dialysis and deliveries coming to High Prairie
**FEATURED:**

Resolutions for the RMA Spring 2019 Convention Now Available

Any members wishing to propose amendments to resolutions included in the attached resolutions package are encouraged to email proposed amendments to RMA Policy Analyst Wyatt Skovron noting the resolution number...

Learn more...

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**MEMBER BULLETINS**

Spring 2019 Emergent Resolution Process Reminder

RMA’s resolution deadline for the Spring 2019 Convention was Wednesday, February 13, 2019. Any resolutions being brought forward after this date will be considered emergent.

Learn more...

Government of Canada Launches Rural and Northern Immigration Pilot

The Government of Canada recently announced a five-year Rural and Northern Immigration pilot program. The program aims to involve communities and provincial/territorial governments to address the diverse labour market needs of rural communities.
Agricultural Plastics Recycling Group Website Launched

The Agricultural Plastics Recycling Group (APRG) is responsible for implementing the Agricultural Plastics Recycling Pilot Program (APRPP). The APRG has launched its own website where information on the program will be shared, including updates on implementation.

Municipal Affairs Accepting ICFs and IDPs through Online Submission Process

Alberta Municipal Affairs has made available electronic forms to facilitate the submission of ICFs and IDPs. Municipalities are required to complete the forms and submit to Municipal Affairs either by clicking the “email submit” button at the bottom of the form or by emailing it to icfsubmissions@gov.ab.ca. An electronic copy of the ICF and IDP should be attached to the email.

FCM Seeking Asset Management Working Group Members

The Municipal Asset Management Program (MAMP) is a five-year, $50 million initiative funded by the Government of Canada and administered by the Federation of Canadian Municipalities (FCM). The goal of MAMP is to enable Canadian municipalities to manage their infrastructure assets more strategically and thereby improve the quality of public infrastructure services.

Register Now for FCM’s Consultation on the Towards Parity Initiative

RMA and AUMA are excited to announce to all members an opportunity to participate in FCM’s Toward Parity in Municipal Politics (TPMP) webinar consultation on March 6, 2019 from 12:00-1:30 MST.
ANNOUNCEMENTS

Apply Now for National Volunteer Week Enhancement Funding

In partnership with the Government of Alberta, Volunteer Alberta - a provincial organization committed to building the capacity of the voluntary sector - is offering supplementary grants to organizations across the province to support and celebrate National Volunteer Week (April 7 - 13) and volunteerism for your entire community. Applications close tomorrow, Friday, February 22!

Apply now

Grants Available for Municipalities to Support Action on Climate Change

The Government of Canada and the Federation of Canadian Municipalities (FCM) have announced financial support for small and medium-sized municipalities across Canada to address staffing gaps and produce lasting improvements in their operations to respond to the intensifying impacts of climate change.

Learn more...

Alberta Environment and Parks Releases Draft Peregrine Falcon Recovery Plan for Public Engagement

The Peregrine Falcon Advisory Group has drafted a plan that identifies the threats facing peregrine falcons in Alberta, and the actions to address them. Public engagement for the draft recovery plan is now open until March 18, 2019.

Note that the Ferruginous Hawk Draft Recovery plan is also still open for public engagement until February 28, 2019.

Learn more...
Register for a Subdivision and Development Appeal Board Training Workshop

Reynolds Mirth Richards & Farmer's Municipal Team Co-Chair Kelsey Becker Brookes and partner Daina Young will host a training workshop on Thursday, March 21 on the requirements of the Municipal Government Act and the Subdivision and Development Appeal Board Regulation. It will also include an assessment of learning to certify attendees' participation.
Registration is now open at an individual registration of $175.

Learn more...

Clean Energy for Rural and Remote Communities

This program supports community-level capacity building that will increase clean energy opportunities, including renewables and energy efficiency, and contribute to reducing diesel reliance in rural and/or remote communities.
The second call for preliminary proposals under the CERRC Capacity Building Stream is now open.
Submission deadline is 9:59 pm MDT, March 29, 2019.

Learn more...

REMINDEERS

RMA Spring 2019 Convention and Tradeshow Registration Closes Soon

The registration period for the RMA Spring Convention and Tradeshow, scheduled for March 18 - 20 at the Edmonton Convention Centre, will close soon. Convention registration closes Friday, March 1, while tradeshow registration closes tomorrow, February 22.

Learn more...

Book your accommodations for the RMA 2019 Convention and Tradeshow
RMA has secured preferential rates for members attending the 2019 Convention and Tradeshow March 18 - 20 at several hotels near the Edmonton Convention Centre. Learn more...

Share your insight in the 2019 Western Canadian Local Government Innovation Survey

With ever-increasing expectations of our communities, MNP is conducting a survey across Alberta, British Columbia, and Saskatchewan to examine the drivers of new and emerging needs, and how local governments are responding to them. The survey is closes tomorrow, February 22, 2019, with a general findings report expected in late 2019. Take the survey

Applications for the 2019 Minister's Awards for Municipal Excellence are Now Open

The 18th annual awards program recognizes municipal government excellence and promotes knowledge sharing among municipalities. Submissions are being accepted for awards in five categories: innovation, partnership, safe communities, smaller municipalities (population less than 3,000 residents) and larger municipalities (population larger than 500,000 residents). Submissions will be accepted until March 29, 2019. Learn more...

IN THE NEWS

- Photo radar must focus on safety
- Victoria's mayor accepts invitation to tour Alberta's oil and gas sites
- New livestock transport rules restrictive, farm groups say, but animal activists cry foul
- Solar energy projects gain momentum in southeast Alberta
Crisis looming
2019 federal budget to be tabled March 19
UCP vows to maintain health spending
Premier’s plan unlocks $2-billion energy investment
Bill C-69 doesn’t just kill pipelines, it threatens all Canadian industry
Crude-by-rail plan won’t impact grain shipments, Notley says, but farmers still fearful
Alberta announces deal with CN, CP to ship crude by rail
‘It’s like a doctor telling you, you have cancer:’ Alberta farmers fight a growing battle
Decision on Trans Mountain pipeline’s fate might not come until summer
UCP leader Jason Kenney pledges to repeal farm bill, stop curriculum review
Luxury ice fishing a growing trend in Alberta
Alberta-based solar power on the rise
Massive solar farm within Calgary city limits inches closer to reality
Inside the pro-pipeline convoy heading to Ottawa
Opinion: Alberta’s next chapter on renewable energy
Environment Canada launches its own weather app
Bill C-69: Improve, but don’t replace, the National Energy Board
UCP announces key election platform points
Divisions run deep over bill that could reshape our natural resources economy
Council can compensate business when infrastructure construction goes awry
Comment on Broadband Fund Petition

The Broadband Fund allocates $750 million for expanding broadband service

SouthWestern Integrated Fibre Technology Inc. (SWIFT) has submitted a petition to the Canadian Radio-television and Telecommunication Commission (CRTC) regarding the Broadband Fund and its current eligibility requirements. The petition makes four recommendations for changes to the broadband fund:

- Redefine service area boundaries and allow areas that are lacking access to meet the Commission’s “basic service” (50/10) thresholds as eligible to apply for funding.
- Allow lower levels of government and underserved communities to provide other evidence such as standardized Internet measurements to demonstrate their needs and therefore eligibility to apply.
- Reconsider that in “partially served” areas market forces are not “likely” to improve connectivity anytime soon.
- At a minimum, allow underserved areas in “partially served” zones to be eligible to apply as part of larger projects to incentivize private sector participation.

The Federation of Canadian Municipalities (FCM) has submitted comments to the CRTC in support of some aspects of the petition. If you are interested in providing comments, they can be submitted electronically to the CRTC by clicking here.

For more information on SWIFT and their recommendations, click here.

The deadline to submit comments is February 8, 2019.

For enquiries, please contact:

Wyatt Skovron
Policy Analyst
wyatt@RMAAlberta.com

Warren Noga
Policy Analyst
warren@RMAAlberta.com

Tasha Blumenthal
Director of External Relations & Advocacy
tasha@RMAAlberta.com
Alberta Infrastructure Provides Update on Investing in Canada Infrastructure Program

Alberta Infrastructure has provided RMA with an update on progress related to accepting and evaluating applications for the distribution of Alberta’s allocation of the federal Investing in Canada Infrastructure Program (ICIP). The information below has been provided to RMA directly by Alberta Infrastructure in order to be passed along to members. Specific questions about Alberta’s role in ICIP may be directed to Caroline Thomson, Director, Policy Development and Legislation, Alberta Infrastructure, by email at caroline.thomson@gov.ab.ca or by phone at 587.879.6000.

Alberta Infrastructure Update

- On April 3, 2018, the Government of Alberta launched the Investing in Canada Infrastructure Program intake process.

- The Public Transit funding stream is administered by Alberta Transportation, and that funding is allocated by Infrastructure Canada to municipalities with regional transit systems.

- Alberta Infrastructure is accepting project submissions through the Expression of Interest process for the Green Infrastructure, Community, Culture, and Recreation, and Rural and Northern Communities funding streams.

  - Of these three funding streams, the Government of Alberta has received nearly 600 Expressions of Interest, with requests that exceed Alberta’s total funding allocation by more than 200 per cent.

- All Expressions of Interest are being reviewed for eligibility. Eligible projects are evaluated based on the following:

  - Alignment with ICIP outcomes
  - Anticipated social, economic, and environmental benefits
  - Impact on community and stakeholder identified needs
  - Project readiness including the amount of funding secured
  - Applicants capacity to manage the project
  - Alignment with Government of Alberta priorities
• Municipal projects that require a provincial cost-share are also assessed against the availability of funding in existing provincial grant programs.

• Prioritized projects will be brought forward through the capital planning process for consideration as part of Budget 2019.

• Following Budget 2019 decisions, successful proponents will be invited to complete a federal Investing in Canada Infrastructure Program project application form.

• All final funding decisions will be made by Infrastructure Canada.

• Any project costs or contracts signed prior to this federal approval will not be eligible to be paid through Investing in Canada Infrastructure Program.

• Alberta Infrastructure continues to accept expressions of interest on an ongoing basis. Applicants can access the expression of interest form at www.alberta.ca/investing-canada-infrastructure-program.aspx

For enquiries, please contact:

Wyatt Skovron  
Policy Analyst  
wyatt@RMAAlberta.com

Tasha Blumenthal  
Director of External Relations & Advocacy  
tasha@RMAAlberta.com
Participate in an FCM Asset Management Webinar

Webinars will focus on getting a start in asset management and common challenges municipalities will face

Through the Municipal Asset Management Program (MAMP), the Federation of Canadian Municipalities (FCM) is offering two webinars intended to support asset management capacity-building among municipalities across Canada. Both webinars will feature speakers from small municipalities speaking to their asset management experiences. Webinar details are as follows:

**Webinar 1: Getting Started with Asset Management in Your Municipality**
- Date and time: Tuesday, February 12, 11:00am – 12:00pm MT
- Overview: The webinar will showcase four municipalities who have taken concrete steps to reach Level 1 of the MAMP Asset Management Readiness Scale.
- Speakers:
  - George Tomporowski, Mayor, Town of Shellbrook, SK
  - Dominic Doucet, Directeur général, Municipalité de Saint-Ferdinand, QC
  - Brandy Losie, Administrator, Village of Loreburn, SK
  - Michael Riseborough, former Mayor and CAO, Village of Haines Junction, YT
- [Click here](#) to register.

**Webinar 2: Practical Advice for Common Asset Management Challenges**
- Date and time: Tuesday, February 26, 11:00am – 12:00pm MT
- Overview: The webinar will showcase municipalities who received a MAMP grant and who indicated lessons learned in their final report that were insightful and common to other grant recipients.
- Speakers:
  - Marco Daigle, Treasurer, City of Edmundston, NB
  - Kelly Watkins, Treasurer, Township of North Frontenac, ON
  - Hillary Elliot, CAO, Village of Silverton, BC
  - Possibly one more speaker TBD
- Registration is currently full. To receive a webinar recording or inquire about a waiting list, contact Sarah MacKelvie, MAMP Knowledge and Governance Officer at smackelvie@fcma.ca.

For enquiries, please contact:
RMA Releases Draft Strategic Direction

Draft Strategic Direction will be presented via resolution for member endorsement at the Spring 2019 Convention

The RMA is pleased to release a draft Strategic Direction document for member consideration. The purpose of the document is to establish an updated vision and mission for the association, as well as values, roles, and strategic priorities that will best position the RMA to continue to serve the needs of its members.

The document takes into consideration input provided by RMA members at the Fall 2018 Convention, as well as that of RMA staff and the board of directors. It is intended to reflect the RMA’s diverse member offerings and its role as a provider of advocacy and business services.

The RMA board of directors will present a resolution to approve and adopt the Strategic Direction document at the Spring 2019 Convention. If adopted, the Strategic Direction document will guide the association’s development moving forward, providing the basis for the development for a strategic plan to guide the association for the next four years.

Members interested in providing feedback prior to the Spring 2019 Convention, can direct comments to Tasha Blumenthal at tasha@RMAAlberta.com by noon on March 15, 2019. Any input received will be considered by the RMA Board of Directors prior to the resolution session on March 20, 2019.

For enquiries, please contact:

Tasha Blumenthal
Director of External Relations & Advocacy
tasha@RMAAlberta.com

Gerald Rhodes
Executive Director
gerald@RMAAlberta.com
Deadline for Community Generation Capacity Building Program

The deadline for the CGCB program is February 22

Community groups across the province have an opportunity to play a prominent role in supporting Alberta’s energy transition by developing their own renewable energy projects. These projects will enable Albertans to directly access and share the benefits of community scale renewable energy generation.

To support the development of these projects, Energy Efficiency Alberta and the Municipal Climate Change Action Centre have partnered to launch a Community Generation Capacity Building Program. The purpose of this program is to provide funding for projects with activities focused on pre-development of a specific community generation facility or enabling the development of community generation projects through partnerships and tools.

This includes partnership development activities, training or modeling tools, and technical development activities such as feasibility assessments, stakeholder engagement, and more.

Municipalities can learn more by reviewing the program guide and application at www.mccac.ca/programs/CGCB or by clicking here.

Funding will be awarded following the receipt and evaluation of all applications received on or before February 22, 2019 by 5 pm (Mountain Time) via e-mail to CGCB@efficiencyalberta.ca.

For enquiries, please contact:

Matt Dow
Policy Analyst
matt@RMAAlberta.com

Tasha Blumenthal
Director of External Relations & Advocacy
tasha@RMAAlberta.com
Agricultural Plastics Recycling Pilot Program Updates

Expression of Interest for Program Operator Released and Additional Funding Announced

Expression of Interest for Program Operator Released

Those interested in becoming the program operator for the three-year agricultural plastics recycling pilot program are encouraged to submit an expression of interest through Alberta Purchasing Connection. Click here to access the application and for more details. All expressions of interest must be received by 12:00pm on Monday February 25, 2019. Late submissions will not be accepted.

For more information on the Agricultural Plastics Recycling Pilot Program, click here.

For municipalities interested in hosting a collection site, please continue to watch Contact for a coming announcement regarding the application process.

Additional Funding Announced

In response to the large amount of interest in the program, Alberta Agriculture and Forestry announced an additional $250,000 in funding on February 6, 2019, bringing the total to $1 million for the pilot program. These funds will allow for additional collection sites to be included in the pilot program.

For enquiries, please contact:

Matt Dow
Policy Analyst
matt@RMAAlberta.com

Warren Noga
Policy Analyst
warren@RMAAlberta.com

Tasha Blumenthal
Director of External Relations & Advocacy
tasha@RMAAlberta.com
Consultation Open for Species to be Added or Reclassified in SARA

Environment and Climate Change Canada Seeking Comments on Reclassifying or Adding 21 Terrestrial Species to Species at Risk Act

The Government of Canada, through Environment and Climate Change Canada, is seeking comments on the proposal to add 13 and reclassify eight terrestrial species to the Species at Risk Act (SARA). To view a table of the species with their proposed new classification, click here.

To view the consultation documents, click here.

Please note there are two deadlines for comments. For species undergoing a normal review the deadline is May 13, 2019 (note that this deadline does not apply for the species currently being reviewed in Alberta) and for species undergoing an extended review the deadline is October 14, 2019. In Alberta the species undergoing an extended review are:

- Common Nighthawk
- Olive-sided Flycatcher
- Peregrine Falcon

Comments should be submitted electronically to ec.registrelep-sararegistry.ec@canada.ca.

For enquiries, please contact:

Matt Dow  
Policy Analyst  
matt@RMAlberta.com

Tasha Blumenthal  
Director of External Relations & Advocacy  
tasha@RMAlberta.com
Resolutions for the RMA Spring 2019 Convention Now Available

The resolutions that will be presented during the resolution session at the RMA Spring 2019 Convention are now available. See the attachment to this bulletin for the complete resolution package.

Resolution Amendments

Any members wishing to propose amendments to resolutions included in the attached resolutions package are encouraged to email proposed amendments to RMA Policy Analyst Wyatt Skovron at wyatt@RMAAlberta.com noting the resolution number. Amendments can be proposed from the floor, but sending the amendments in advance supports an efficient resolution session.

For enquiries, please contact:

Wyatt Skovron
Policy Analyst
wyatt@RMAAlberta.com

Tasha Blumenthal
Director of External Relations & Advocacy
tasha@RMAAlberta.com
Spring 2019 Emergent Resolution Process Reminder

RMA’s resolution deadline for the Spring 2019 Convention was Wednesday, February 13, 2019. Any resolutions being brought forward after this date will be considered emergent.

As per RMA’s resolution process policy, an emergent resolution is defined as a resolution submitted to RMA after the resolution deadline that deals with a subject or problem that has arisen subsequent to the resolution deadline. The RMA Resolutions Committee will meet prior to the resolutions session at the fall convention to review any resolutions submitted after the resolutions deadline to determine if they meet the definition of emergent.

If the resolution is deemed to be emergent, it will come to the convention floor through the appropriate process. Sponsoring municipalities will be notified by the committee as to the committee’s decision if the resolution is emergent in nature. The member bringing forward the emergent resolution must, at their own expense, provide copies for voting members in attendance (minimum 600). Members submitting an emergent resolution are encouraged to bring 600 copies of their resolution to convention for distribution in the event that the resolutions committee deems the resolution to meet the definition of emergent. The RMA is not responsible for copying or distributing emergent resolutions on behalf of sponsoring municipalities.

Any members who intend to bring forward an emergent resolution for consideration are encouraged to advise a member of the RMA Resolutions Committee or RMA Policy Analyst Wyatt Skovron at wyatt@RMAlberta.com as soon as possible.

Committee members are as follows:

- Chair – Kara Westerlund, RMA Vice President, kwesterland@RMAlberta.com or 780.955.4076
- District 1 – Randy Taylor, County of Warner
- District 2 – Bruce Beattie, Mountain View County
- District 3 – Jackie McCuaig, Parkland County
- District 4 – Leanne Beaupre, County of Grande Prairie
- District 5 – Eric Anderson, County of Minburn

For enquiries, please contact:

Wyatt Skovron
Policy Analyst
wyatt@RMAlberta.com
Government of Canada Launches Rural and Northern Immigration Pilot

Five-year pilot aims to involve communities to address diverse labour market needs of smaller communities

The Government of Canada recently announced a five-year Rural and Northern Immigration pilot program. The program aims to involve communities and provincial/territorial governments to address the diverse labour market needs of rural communities. The goal of the pilot program is to help spread the benefits of economic immigration to smaller communities in Canada. The pilot will work with communities to:

- Use immigration to help meet local labour market needs
- Test a new pathway to permanent residence in rural Canada for skilled foreign nationals
- Create welcoming environments that encourage new immigrants to stay in rural communities

The pilot program is open to economic development organizations (EDOs). Examples of EDOs include:

- A community futures group
- A chamber of commerce
- Another independent or not-for-profit economic development organization
- A hybrid organization of a municipality with an independent board of directors made up of community stakeholders

Applications must be submitted by an economic development organization. While a municipal government would not be eligible to apply on their own, they could form a collaborative organization with other community groups. For more information on what type of organizations are eligible to apply, click here.

Currently the program is accepting applications from communities interested in participating in the pilot program. For more information on the pilot program, click here. Please note the deadline for applications is March 1, 2019. At this time the pilot program is only seeking applications from communities; information for permanent resident applications will be available later this year.

For enquiries, please contact:

Warren Noga
Policy Analyst
warren@RMAAlberta.com
Agricultural Plastics Recycling Group Website Launched

The Agricultural Plastics Recycling Group (APRG) is responsible for implementing the Agricultural Plastics Recycling Pilot Program (APRPP). The APRG has launched its own website where information on the APRPP will be shared, including updates on program implementation.

To visit the website, click here.

For enquiries, please contact:

Warren Noga  
Policy Analyst  
warren@RMAAlberta.com

Matt Dow  
Policy Analyst  
matt@RMAAlberta.com

Tasha Blumenthal  
Director of External Relations & Advocacy  
tasha@RMAAlberta.com
Municipal Affairs Accepting ICFs and IDPs through Online Submission Process

Alberta Municipal Affairs has made available electronic forms to facilitate the submission of ICFs and IDPs. Municipalities are required to complete the forms and submit to Municipal Affairs either by clicking the “email submit” button at the bottom of the form or by emailing it to icfsubmissions@gov.ab.ca. An electronic copy of the ICF and IDP should be attached to the email.

ICFs and IDPs are required to be submitted to Municipal Affairs within ninety days of the ICF creation.

Questions about the submission process can be emailed to icfsubmissions@gov.ab.ca or can be addressed by phone at 780-427-2225.

Please note that the PDF form may not work in your browser and may need to be downloaded first in order to display properly.

For enquiries, please contact:

Wyatt Skovron
Policy Analyst
wyatt@RMAAlberta.com

Tasha Blumenthal
Director of External Relations & Advocacy
tasha@RMAAlberta.com
The personal information being collected on this form will be used to administer the submission of Intermunicipal Collaboration Framework agreements. The collection is authorized under Section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act and all personal information will be managed in accordance with the privacy provisions in the FOIP Act. If you have any questions regarding this collection of personal information, please contact the Strategic Policy and Planning Branch, Municipal Services and Legislation, 17th Floor, Commerce Place, 10155 - 102 Street, Edmonton, AB T5J 4L4, by telephone 780-427-2225 or via email at idcsubmissions@gov.ab.ca.

Both municipalities must submit this form. The questions on this form apply to the submitting municipality.

Note that filing of any related service agreements is not required.

<table>
<thead>
<tr>
<th>Submitting Municipality</th>
<th>Partner Municipality</th>
</tr>
</thead>
</table>

1. This is a [ ] New ICF and IDP [ ] Replacement ICF [ ] Replacement IDP

**Intermunicipal Collaboration Framework (ICF)**

2. Has the ICF bylaw been passed? [ ] Yes [ ] No

2.2 **Before** the ICF, how were the following services provided?

<table>
<thead>
<tr>
<th>Service</th>
<th>Provided</th>
<th>Not provided</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wastewater</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transportation</td>
<td>Not provided</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emergency Services</td>
<td>Not provided</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2.3 Check the box that best describes how the service will be provided under the ICF.

<table>
<thead>
<tr>
<th>Service</th>
<th>Provided</th>
<th>Not provided</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water</td>
<td>[ ] Intermunicipally with my partner</td>
<td>Other: &lt;please specify&gt;</td>
</tr>
<tr>
<td>Wastewater</td>
<td>[ ] Intermunicipally with my partner</td>
<td>Other: &lt;please specify&gt;</td>
</tr>
<tr>
<td>Transportation</td>
<td>[ ] Intermunicipally with my partner</td>
<td>Other: &lt;please specify&gt;</td>
</tr>
<tr>
<td>Solid Waste</td>
<td>[ ] Intermunicipally with my partner</td>
<td>Other: &lt;please specify&gt;</td>
</tr>
<tr>
<td>Emergency Services</td>
<td>[ ] Intermunicipally with my partner</td>
<td>Other: &lt;please specify&gt;</td>
</tr>
<tr>
<td>Recreation Services</td>
<td>[ ] Intermunicipally with my partner</td>
<td>Other: &lt;please specify&gt;</td>
</tr>
</tbody>
</table>

2.4. What other intermunicipal services are addressed in the ICF (i.e. FCSS, Economic Development)?
2.5. Does the ICF set a review period less than 5 years?  □ Yes  □ No

**Intermunicipal Development Plan (IDP)**

3.1. The IDP is □ New  □ A Replacement  □ Other

3.2. Does the IDP consider annexations?  □ Yes  □ No

3.3. Has the IDP bylaw been passed by Municipal Council?  □ Yes  □ No

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**Submission**

Indicate the following documents that you are sending as part of this submission

- □ An approved copy of this submission form
- □ A PDF copy of the approved Intermunicipal Collaboration Framework (ICF) Agreement
- □ A PDF copy of the approved Intermunicipal Development Plan (IDP), if applicable

After electronically signing the form, these documents can be attached and emailed to ICFSUBMISSIONS@GOV.AB.CA by using the Submit button below.

I acknowledge that I have reviewed this form for accuracy and furthermore, I affirm that I am the duly authorized signing officer responsible for the submission of these documents.

---

**Name**

**Title**

**Email Address**

**Date (yyyy-mm-dd)**

**Signature**

**File:**

**Empty**
FCM Seeking Asset Management Working Group Members

The MAMP Technical Working Group supports the delivery of the FCM’s asset management programming

The Municipal Asset Management Program (MAMP) is a five-year, $50 million initiative funded by the Government of Canada and administered by the Federation of Canadian Municipalities (FCM). The goal of MAMP is to enable Canadian municipalities to manage their infrastructure assets more strategically and thereby improve the quality of public infrastructure services for Canadians in the future.

To support the effective and efficient implementation of MAMP, FCM has formed a technical working group (TWG) intended to ensure that the program can best meet the needs of Canadian municipalities. The TWG is involved in areas such as providing input on the MAMP annual work plan, knowledge products, program design, opportunities for knowledge sharing, program continual improvement, etc.

FCM is currently seeking representatives for the MAMP TWG. To the extent possible, the TWG will include representatives from communities of different sizes, and from different program eligibility categories. FCM will also seek members with expertise in different areas of asset management practice (finance, planning, public works, etc.). Members will serve on the Technical Working Group for a renewable two-year term.

How to Apply

Please submit nominations by email to MAMP Knowledge and Governance Officer Sarah MacKelvie (smackelvie@fcm.ca) by Friday, March 29th. Nominations should include the name and title of the nominee along with a few paragraphs describing the nominee’s experience and why they would make a valuable contribution to the Technical Working Group.

For more information on the MAMP TWG, please view the terms of reference.

For enquiries, please contact:

Wyatt Skovron
Policy Analyst
wyatt@RMAAlberta.com

Tasha Blumenthal
Director of External Relations & Advocacy
tasha@RMAAlberta.com
Register Now for FCM’s Consultation on the Towards Parity Initiative

FCM is engaging Alberta municipalities through a webinar on the Towards Parity Initiative to encourage women’s involvement in municipal politics.

RMA and AUMA are excited to announce to all members an opportunity to participate in FCM’s Towards Parity in Municipal Politics (TPMP) webinar consultation on March 6, 2019 from 12:00-1:30 MST.

TPMP is an FCM initiative aimed at achieving gender parity in municipal politics (with an initial goal of at least 30% of elected officials being women by 2026) across the country. At this stage of the process, FCM is consulting with municipalities to gather broader input on common barriers and strategies to address them and welcomes diverse perspectives from all genders to provide robust data.

The webinar consultation will look for responses to issues outlined below:

1) Prioritization of critical barriers on women’s participation in municipal government
2) Key actions or initiatives that can be undertaken to address significant barriers on:
   a. Individual level
   b. Municipal level
   c. Regional level
   d. National level
3) Identification of tools, policies, training and other mechanisms to effectively support the proposed initiatives.

This information will help to develop FCM’s pan-Canadian strategy to address the many barriers faced by women in municipal politics.

To register for this webinar please click here.

For enquiries, please contact:

Wyatt Skovron
Policy Analyst
wyatt@RMAAlberta.com

Tasha Blumenthal
Director of External Relations & Advocacy
tasha@RMAAlberta.com